



*Indiana Land & Water
Conservation Fund
Handbook 3: Environmental,
Cultural & Historical Coordination*

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DNR

Indiana Department
of Natural Resources

Handbook 3: LWCF Environmental, Historical, and Cultural Coordination

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Coordination with Regulating Agencies

After an application is selected by the State, further coordination is needed for National Park Service review. **The coordination tasks listed below must be completed prior to Federal Approval.**

#	TASK	COORDINATING AGENCY
All Projects		
1.	Section 106 Historical and Archeological Review	<ul style="list-style-type: none"> DNR Division of Historic Preservation & Archaeology
2.	Threatened & Endangered Species Coordination	<ul style="list-style-type: none"> DNR Div. of Fish & Wildlife U.S. Fish & Wildlife Service
3.	LWCF Pre-Award Inspection	<ul style="list-style-type: none"> Indiana State Parks Grant Staff
Some Projects		
4.	Cultural Resource & Tribal Coordination	<ul style="list-style-type: none"> Private Archaeology Firm (will coordinate with SHPO & THPO)
5.	Water and Wetlands Coordination	<ul style="list-style-type: none"> U.S. Army Corps of Engineers Indiana Department of Environmental Management DNR Division of Water
6.	Farmland Review Coordination	<ul style="list-style-type: none"> Natural Resources Conservation Service (NRCS) USDA Service Center

Applicants may not engage in any ground-disturbing or clearing activities until federal approval is granted. *This includes any construction work happening within the project area even if it is not related to the LWCF project.*

Caveats & Funding Cycles

The National Park Service only accepts LWCF Applications from State Partners at certain times of the year. If regulatory coordination cannot be completed prior to the first submission window, the application may be pushed to the next cycle.

Regulatory coordination and federal approval timelines are largely affected by two factors (1) the complexity of the project and (2) the National Park Service detailed requirements.

Reimbursement & Pre-Agreement Costs

Except for appraisal services and boundary surveys, most pre-federal approval coordination tasks are eligible for cost-sharing within the LWCF Program. *Environmental, historical, and cultural resource coordination should be identified as pre-agreement costs in the project application as they are required for federal approval.*

Pre-agreement costs are eligible up to three years prior to federal approval. Pre-agreement documentation requires:

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1. Identifying pre-agreement costs within the:
 - a. Project Narrative, including service start date
 - b. Project's itemized budget
2. Providing contract(s) for professional services including:
 - a. Start date
 - b. Scope of work
 - c. Itemized costs for services
3. Providing a memo from applicant's Fiscal Authority stating understanding of the three-year eligibility window

Pre-Award Site Inspection

NPS requires that all projects recommended for award are visited by DNR Grant Staff. The purpose of these inspections is to confirm Grant Staff's understanding of site conditions. Inspections will take place during August–September. At least two people from the local project team are required to be present during the Indiana Grant Staff inspection.

Section 106 Historical Coordination

A review process for actions proposed to be taken, funded, permitted, or licensed by a federal agency is mandated by Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. § 470f) and is spelled out in regulations of the Advisory Council on Historic Preservation at 36 C.F.R. Part 800).

Applicants are responsible for submitting project information to the State Historic Preservation Officer (SHPO) for Section 106 review. Generally, the SHPO will respond to the initial review request within 30 days. The SHPO may request additional reconnaissance work based on the findings of the Section 106 review.

Basic instructions for requesting Section 106 review and additional information can be found at [DNR Division of Historical Preservation & Archaeology's Federal Project Review webpage](#).

Additional information for Section 106 coordination for LWCF projects includes:

- Copy of detailed LWCF Development Map
 - Outline where there will be ground disturbance, and at what depth
 - Identify any known historic properties or archaeological resources
- Copy of any previous archaeological survey(s)
- Documentation of any known historic properties
- Copy of coordination letters sent to local agencies with an interest in the project (e.g., local historical societies)

Cultural Resource & Tribal Coordination

All LWCF projects must be reviewed and approved by tribes with an interest in the project vicinity, whether they reside within or claim ancestral territory in the area. All official tribal coordination is completed at the federal level between the National Park Service and the Tribal Historic Preservation

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Officer (THPO); however, applicants may obtain a [Phase 1 Cultural Resource Survey](#) to assist in coordination efforts with THPOs.

If a cultural resource survey is deemed necessary, the following information should be provided to the DNR grant coordinator.

1. Contract with scope of work from the archaeological firm completing the Phase 1 Cultural Resource Survey.
 - a. To find a qualified archaeological firm, consult [DHPA's Find Help webpage](#).
2. Completed cultural resource survey results.
3. List of agencies and organizations receiving a copy of the survey results.

The National Environmental Policy Act and LWCF

The National Environmental Policy Act (NEPA) aims to foster excellent decision-making based on an understanding of potential environmental consequences, gather relevant information from a wide variety of sources, provide opportunities for public input, and allow public scrutiny of agency actions. For the LWCF program, the NEPA process is used to evaluate potential impacts of proposed actions specifically related to LWCF §6(f)(3) protected areas.

NEPA may not be required for certain projects in existing parks with no environmental impacts and that qualify for a categorical exclusion (C.E.); however, all projects must undergo some environmental coordination to determine C.E. eligibility including, but not limited to the following.

Standard Coordination Guidance

Any time a regulatory agency is contacted for environmental coordination purposes, the grantee should copy their grant coordinator on the email. At minimum, this includes the review initiation email and the response email with any findings or official determination. If 30 days pass from the initial point of contact, for some agencies, no impact can be assumed.

Early Coordination

All projects must procure an Early Coordination/Environmental Assessment Report from Indiana DNR Division of Fish & Wildlife prior to application.

Threatened and Endangered Species Coordination

All projects must coordinate with the U.S. Fish and Wildlife Service to determine if the project impacts threatened or endangered species in Indiana. Indiana is home to several threatened and endangered bat species; their habitat is widespread throughout the state.

For a threatened/endangered species impact determination, contact the region-appropriate USFW Indiana Ecological Services Field Office. For further details and contact information, see <https://www.fws.gov/office/indiana-ecological-services/visit-us/locations>.

Obtain a Planning and Consultation (IPaC) report for the project area, include the results in the packet of information for threatened/endangered species review. IPaC reports may be generated here: <https://ipac.ecosphere.fws.gov/>.

Water and Wetlands Coordination

Projects that are adjacent to or share property boundaries with a water resource must coordinate with the appropriate regulatory agency to determine if there are any adverse impacts.

Federal Coordination

All projects with water resources must coordinate with the U.S. Army Corps of Engineers (USACE) for an official determination of impact. Some examples of areas that may be within the jurisdiction of the USACE include marshes, swamps, streams, creeks, rivers, ponds, lakes, seasonally saturated forested, and nonforested wetlands.

Refer to the USACE Districts in Indiana map to determine which district the LWCF project is in.

<https://www.lrc.usace.army.mil/Portals/36/docs/regulatory/maps/Indiana.pdf>

Contact information for each USACE district office:

- Louisville District Office: <https://www.lrl.usace.army.mil/Missions/Regulatory.aspx>
- Detroit District Office: <https://www.lre.usace.army.mil/Missions/Regulatory-Program-and-Permits/>
- Chicago District Office: <https://www.lrc.usace.army.mil/Missions/Regulatory/Indiana/>

Wetlands & ‘Wet Areas’

If the project area has a “wet area” that regularly holds standing water, it is best to check additional resources to determine if it is an official wetland.

The National Wetlands Inventory (NWI) mapping tool is used to check if a “wet area” is an official wetland. Wetland Mapper Tool: <https://www.fws.gov/program/national-wetlands-inventory/wetlands-mapper>

NWI data gathered prior to recent area development may not include recent wetland development. Contact USACE for a determination of impact.

Floodplains & Flood Insurance

Projects adjacent to or whose boundary contains water resources must check if the project falls within a Federal Emergency Management Agency (FEMA) floodplain. NPS uses the FEMA 100-year floodplain as the determination if flood insurance is required.

Floodplain Mapper: <https://www.fema.gov/flood-maps>

Where applicable, grantees must purchase flood insurance to protect the mutual investment in the development of the property. Requirements for flood insurance can be found in the [National Park Service LWCF Manual](#).

State Coordination

Indiana Department of Environmental Management (IDEM) and DNR Division of Water have partnered to create the Indiana Waterways webpage to determine if a permit from either agency is required to complete the project. The National Park Service requires a list of necessary permits as part of the

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application review phase. Note that this webpage is specific to the most common IDEM and Division of Water permits; grantees may have to contact each agency/division in the case of unique circumstances.

Indiana Waterways Website: <https://www.in.gov/waterways/>

IDEM: <https://www.in.gov/idem/resources/e-services/>

DNR Division of Water: <https://www.in.gov/dnr/water/contact-us/>

Farmland Review & Coordination

Projects that include acquisition or development of farmland must consult with the Natural Resources Conservation Service in compliance with the Farmland Protection Policy Act (FPPA). Grantees must complete a [Farmland Conversion Impact Rating form](#), and submit a copy to the local United States Department of Agriculture (USDA) Service Center Office.

USDA Service Center Locator Tool:

<https://offices.sc.egov.usda.gov/locator/app?service=page/CountyMap&state=IN&stateName=Indiana&stateCode=18>