

To the Mississippi Home Corporation TCAP Applicants:

The Mississippi Home Corporation (MHC) has established a date of **December 11, 2009** for submitting your Environmental Review document. Submittal of the document after this date could jeopardize TCAP funding for your project.

Listed below are a few issues that commonly cause delays in preparing Environmental Review documents. These issues can be more rigorous for **new construction**, but may not apply to every project. You should consult with an environmental professional to determine whether or not the following apply to your project:

- **Corresponding with regulatory and commenting agencies.** It is customary to allow at least 30 days for a regulatory or commenting agency to provide comments once solicited. The Mississippi Department of Archives and History, for example, has a statutory period of 30 days to respond from the date that comments were solicited.
- **8 Step Decision Making Process.** If the proposed action is located in a wetland and/or 100-year floodplain (or 500-year floodplain for a “Critical Action”), the 8 Step Decision Making Process must be completed as described in 24 CFR 55.20. This requires publishing early and final public notices, that include public comment periods of at least 15 and 7 days, respectively. You are responsible for publishing these notices. MHC should be listed in the notices to receive public comments. Sample public notices are available on MHC’s website.
- **24 CFR 58.5(i)(2) compliance.** A Phase I Environmental Site Assessment (ESA) is needed if the project involves new construction or change in ownership. It must be no older than 6 months old, or an update is needed. Compliance with the standards set forth in 24 CFR 58.5(i)(2) is required for all projects, but a Phase I ESA is not necessarily a requirement for projects which do not involve new construction or a change in ownership.

Your Environmental Review must be conducted in accordance with the rules and regulations set forth by Title 24 CFR Part 58 – Environmental Review Procedures for Entities Assuming HUD Environmental Responsibilities. 24 CFR 58 will help you determine the level of Environmental Review which must be completed. Your project will most likely fall into the category of Categorical Exclusion Subject to 58.5 (24 CFR 58.35) or Environmental Assessment (24 CFR 58.36). Forms are available on MHC’s website for your use in completing the Environmental Review document. In addition to completing the correct form(s), your Environmental Review document must contain proper documentation to “back-up” or prove compliance. The “ARRA Program Fundings” bullet on MHC’s home page ([www.mshomecorp.com](http://www.mshomecorp.com)) will direct you to the environmental forms listed above and additional resource documents.

A Finding of No Significant Impact (FONSI) must be made by December 28, 2009. If your project necessitates the publishing of a FONSI and Request for Release of Funds (RROF) public notice, MHC will publish this notice once your Environmental Review document has been approved by MHC. A public comment period of 30 days is required in most cases before the Environmental Review is officially completed and approved. In order to meet the funding commitment date of February 16, the project must be advertised in the newspaper by January 1, 2010.

Again, please have your Environmental Review document submitted to MHC no later than December 11, 2009, for review and comment. Feel free to call or email if you have any questions.

Thank you,  
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