

CHAPTER XIII
NATIONAL ENVIRONMENTAL POLICY ACT
(NEPA) REQUIREMENTS

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National Environmental Policy Act (NEPA) Requirements

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POM-02 NAVY ENVIRONMENTAL REQUIREMENTS GUIDEBOOK
CHAPTER XIII: NATIONAL ENVIRONMENTAL POLICY ACT (NEPA) AND
E.O. 12114 DOCUMENTATION
REQUIREMENTS

1. The National Environmental Policy Act (NEPA) of 1969 is the basic national charter for protection of the environment through environmental planning within the U.S., possessions, and territories. Executive Order 12114 requires assessment of environmental impacts in the global commons and in foreign countries not participating in the proposed action.. Compliance with NEPA ensures that environmental information related to proposed Navy actions is available to the Navy decision maker, public officials, and the interested public before decisions are made and before actions, which could potentially impact the environment, are taken. Accurate scientific analysis, expert agency comments, and public scrutiny are essential to implementing NEPA. Compliance with EO 12114 is very similar to that of NEPA, but has different guidance for interaction with the public.
2. NEPA established the President's Council on Environmental Quality (CEQ) which promulgated NEPA implementing regulations [40 Code of Federal Regulations (CFR) Parts 1500-1508]. Navy regulations for NEPA compliance are found in 32 CFR 775 and in OPNAVINST 5090.1B, Chapter 2. Navy regulations for EO 12114 compliance are found in OPNAVINST 5090.1B, Appendix E.
3. Navy action proponents (the entity proposing the action) must:
 - Use the NEPA process to identify and assess the reasonable alternative means to achieving the purpose for the proposed actions and that will avoid or minimize the adverse effects of those actions on the human environment.
 - Encourage and facilitate public involvement in decisions which affect the quality of the human environment.
 - Integrate the requirements of NEPA with other planning and environmental review procedures required by law so that all procedures run concurrently rather than consecutively. Compliance with other laws/regulations that may be integrated into the NEPA process include, on a case by case basis: Endangered Species Act, National Historic Preservation Act, Archeological Resources Protection Act, Native American Graves Protection and Repatriation Act, Marine Mammal Protection Act, Executive Orders on Wetlands, Floodplains, and Environmental Justice, Clean Air Act, Conformity Rule, Clean Water Act, Coastal Zone Management Act, Federal Aviation Administration regulations on special use airspace and military operating areas, and other laws and regulations as applicable.
 - Complete NEPA documentation requirements prior to commencing any proposed action with the potential for environmental impacts. The range of actions that fall in this category is very broad and includes operations, training, weapon system acquisition, and facility construction.

- Preparation of a NEPA document is required for continuing activities where the currently occurring adverse environmental effects or potential adverse effects have not been previously evaluated in a NEPA document; or there is a discovery that the environmental effects of an ongoing activity are significantly different than predicted in the NEPA document for the activity; and/or a substantial change in a continuing activity, which has a potential for significant environmental impact is proposed.
4. NEPA documentation includes categorical exclusions (Action Proponent approval), environmental assessments (major claimant [CNET, CLF, CPF, NAVSEA, NAVAIR, NAVFAC, COMNAVRESFOR] approval), and environmental impact statements (Assistant Secretary of the Navy/Deputy Assistant Secretary of the Navy approval).
 5. Executive Order 12114 documentation includes Overseas Environmental Assessments, Overseas Environmental Impact Statements, Environmental Reviews, and Environmental Studies.
 6. Studies that are needed to support analyses and conclusions in the NEPA/E.O. 12114 documents may include efforts such as traffic studies, noise studies, marine mammal species density surveys, wetland delineations, cultural resource surveys, and sediment testing.
 7. Mitigation resulting from a NEPA/E.O. 12114 decision may include actions such as; construction and maintenance of a wetland or a long-term habitat study.

Guidebook #: 13001

Project Name: Prepare NEPA Documentation for Proposed Actions

Requirement: Assess and document the potential environmental impacts associated with the proposed action prior to implementing the action. Failure to do so may preclude implementation, but will certainly delay the project and will increase cost and legal vulnerability. National Environmental Policy Act (NEPA).

EPR Data Entries

Project Name: Prepare NEPA Documentation for Proposed Actions (field must be entered by user)

Law/Regulatory Area: NEPA (pick field from EPR)

Environmental Category: EAIS (pick field from EPR, Law/Reg dep.)

Project Assessment: H/M/L (pick field; high, medium, low)

Compliance Status: (pick field from EPR , automatically changes class)

Pillar: CMP (pick field from EPR software)

Fund Command: (pick field from EPR indicating the claimant providing the funds for the project)

Resource Sponsor: 04 (pick field from EPR indicating the command sponsoring project)

Cookbook #: 13001 (field must be entered by user)

PPI#: 15 (field must be entered by user, see [Appendix E](#) of the Guidebook)

Progress Code: 1 (pick field from EPR)

P2 Category: (pick field from EPR)

Navy Assessment Level: 1-5 (field must be entered by user: 1-legal requirement, 2-navy policy, 3-pending regulation, 4-future requirement, 5-leadership initiative)

AG/SAG: (field must be entered by user; accounting group/sub-accounting group, claimant provides this code.)

Approving Command: (pick field from EPR indicating command with authority and responsibility for approving the project)

Regulatory Authority: 1, 5-7(pick field from EPR, indicating regulation reference: federal, state, local, etc.)

Comments: (Provide additional information to further clarify any of the above Guidebook Item elements and to further justify the project. Use this field to provide information that explains how the funds requested were calculated (e.g., indicate unit price and number of units considered to develop the cost estimates). See paragraph B.3 of [Appendix D](#) for examples and for appropriate format of cost information.)

Guidebook #: 13001 (Continued)
Project Name: Prepare NEPA Documentation for Proposed Actions
Narrative: See chapter comments(Give a detailed description of the project in accordance with Appendix D. Use information provided as guidance by this Guidebook under sections “Requirement”, “Other Comments”, and “Cost Guidance” as well as local information available.)
Funding: (Provide funds requested for each year of the PR or POM cycle. Information provided by this Guidebook under section “Cost Guidance” is for guidance only. To estimate required funding use local information available or consult your EFD/EFA.)
Fund Code: O&MN or O&MNR (pick field from EPR)

Other Comments:

Effective Date: 1969

Cost Guidance: Note: The following figures are for general guidance only. As indicated in paragraph A.2 of Chapter 0 facility specific information should be used for developing cost estimates for the EPR submissions.

Environmental Assessment (EA): \$10,000 - \$100,000

Environmental Impact Statement (EIS): \$200,000- \$1,000,000

Guidebook #: 13002

Project Name: Prepare NHPA, CZMA, ESA, MMPA, CAA Connformity, Sediment testing for CWA Section 404 Documentation as Part of the NEPA Requirement

Requirement: Assess and document the potential impacts on cultural/historic structures and sites that would result from taking a proposed action. National Historic Preservation Act (NHPA); Archeological Resources Protection Act (ARPA); Native American Graves Protection and Repatriation Act. Assess the consistency of the proposed action to a state's coastal zone management policies; Coastal Zone Management Act. Assess the impacts of the proposed action on endangered species; Endangered Species Act. Determine if harassment would occur to marine mammals; Marine Mammal Protection Act. Prepare an applicability analysis or a conformity determination; Clean Air Act. Conduct sediment testing for proposed dredging projects; Clean Water Act.

EPR Data Entries

Project Name: Prepare NHPA, CZMA, ESA, MMPA, CAA Conformity, Sediment testing for CWA Section 404 Documentation as Part of the NEPA Requirement (field must be entered by user)

Law/Regulatory Area: NEPA (pick field from EPR)

Environmental Category: EAIS (pick field from EPR, Law/Reg dep.)

Project Assessment: H/M/L (pick field; high, medium, low)

Compliance Status: (pick field from EPR , automatically changes class)

Pillar: CMP (pick field from EPR software)

Fund Command: (pick field from EPR indicating the claimant providing the funds for the project)

Resource Sponsor: 04 (pick field from EPR indicating the command sponsoring project)

Cookbook #: 13002 (field must be entered by user)

PPI#: 15 (field must be entered by user, see [Appendix E](#) of the Guidebook)

Progress Code: 1 (pick field from EPR)

P2 Category: (pick field from EPR)

Navy Assessment Level: 1-5 (field must be entered by user: 1-legal requirement, 2-navy policy, 3-pending regulation, 4-future requirement, 5-leadership initiative)

AG/SAG: (field must be entered by user; accounting group/sub-accounting group, claimant provides this code.)

Approving Command: (pick field from EPR indicating command with authority and responsibility for approving the project)

Regulatory Authority: 1, 5-7 (pick field from EPR, indicating regulation reference: federal, state, local, etc.)

Guidebook #: 13002 (Continued)

Project Name: Prepare NHPA, CZMA, ESA, MMPA, CAA Connformity, Sediment testing for CWA Section 404 Documentation as Part of the NEPA Requirement

Comments: (Provide additional information to further clarify any of the above Guidebook Item elements and to further justify the project. Use this field to provide information that explains how the funds requested were calculated (e.g., indicate unit price and number of units considered to develop the cost estimates). See paragraph B.3 of Appendix D for examples and for appropriate format of cost information.)

Narrative: See chapter comments(Give a detailed description of the project in accordance with Appendix D. Use information provided as guidance by this Guidebook under sections “Requirement”, “Other Comments”, and “Cost Guidance” as well as local information available.)

Funding: (Provide funds requested for each year of the PR or POM cycle. Information provided by this Guidebook under section “Cost Guidance” is for guidance only. To estimate required funding use local information available or consult your EFD/EFA.)

Fund Code: O&MN or O&MNR (pick field from EPR)

Other Comments:

Effective Date: 1966

Cost Guidance: Note: The following figures are for general guidance only. As indicated in paragraph A.2 of Chapter 0 facility specific information should be used for developing cost estimates for the EPR submissions.

Cultural Surveys:	\$40,000 - \$150,000
Archeological Surveys:	\$20,000 - \$100,000
Coastal Zone consistency determinations	\$5,000
ESA Biological Assessments	\$20,000 - \$100,000
MMPA surveys	\$100,000 - \$1,000,000
CAA Applicability Analysis	\$30,000 - \$80,000
CAA Conformity Determination	\$100,000 - \$200,000
CWA Sediment testing	\$80,000 - \$300,000

These cost estimates are for use when-studies are necessary to support project specific NEPA documentation, but the studies must precede the NEPA effort, and therefore must be costed separately.

Guidebook #: 13003
Project Name: Prepare Airspace Use Documentation as Part of the NEPA Requirement
Requirement: Assess and document potential airspace use impacts expected from taking a proposed action. Special use airspace and military operations areas.

EPR Data Entries

Project Name: Prepare Airspace Use Documentation as Part of the NEPA Requirement (field must be entered by user)
Law/Regulatory Area: NEPA (pick field from EPR)
Environmental Category: EAIS (pick field from EPR, Law/Reg dep.)
Project Assessment: H/M/L (pick field; high, medium, low)
Compliance Status: (pick field from EPR , automatically changes class)
Pillar: CMP (pick field from EPR software)
Fund Command: (pick field from EPR indicating the claimant providing the funds for the project)
Resource Sponsor: 04 (pick field from EPR indicating the command sponsoring project)
Cookbook #: 13003 (field must be entered by user)
PPI#: 15 (field must be entered by user, see [Appendix E](#) of the Guidebook)
Progress Code: 1 (pick field from EPR)
P2 Category: (pick field from EPR)
Navy Assessment Level: 1-5 (field must be entered by user: 1-legal requirement, 2-navy policy, 3-pending regulation, 4-future requirement, 5-leadership initiative)
AG/SAG: (field must be entered by user; accounting group/sub-accounting group, claimant provides this code.)
Approving Command: (pick field from EPR indicating command with authority and responsibility for approving the project)
Regulatory Authority: 1, 5-7 (pick field from EPR, indicating regulation reference: federal, state, local, etc.)
Comments: (Provide additional information to further clarify any of the above Guidebook Item elements and to further justify the project. Use this field to provide information that explains how the funds requested were calculated (e.g., indicate unit price and number of units considered to develop the cost estimates). See paragraph B.3 of [Appendix D](#) for examples and for appropriate format of cost information.)
Narrative: *See chapter comments*(Give a detailed description of the project in accordance with [Appendix D](#). Use information provided as guidance by this Guidebook under sections “Requirement”, “Other Comments”, and “Cost Guidance” as well as local information available.)
Guidebook #: 13003 (Continued)

Project Name: Prepare Airspace Use Documentation as Part of the NEPA Requirement

Funding: (Provide funds requested for each year of the PR or POM cycle. Information provided by this Guidebook under section “Cost Guidance” is for guidance only. To estimate required funding use local information available or consult your EFD/EFA.)

Fund Code: O&MN or O&MNR (pick field from EPR)

Other Comments:

Effective Date: 1988

Cost Guidance: Note: The following figures are for general guidance only. As indicated in paragraph A.2 of Chapter 0 facility specific information should be used for developing cost estimates for the EPR submissions.

Noise Surveys: \$50,000 - \$100,000

Airspace Use Modeling: \$400,000

These costs are usually additional to costs for the specific NEPA efforts.

Guidebook #: 13004

Project Name: Prepare Socioeconomic (traffic studies, noise studies) and Environmental Justice Impact Documentation as Part of the NEPA Requirement

Requirement: Assess and document the socioeconomic impacts and potential impacts on minority and low income populations expected from taking a proposed action. Socioeconomic and environmental justice.

EPR Data Entries

Project Name: Prepare Socioeconomic (traffic, noise studies) and Environmental Justice Impact Documentation as Part of the NEPA Requirement (field must be entered by user)

Law/Regulatory Area: NEPA (pick field from EPR)

Environmental Category: EAIS (pick field from EPR, Law/Reg dep.)

Project Assessment: H/M/L (pick field; high, medium, low)

Compliance Status: (pick field from EPR , automatically changes class)

Pillar: CMP (pick field from EPR software)

Fund Command: (pick field from EPR indicating the claimant providing the funds for the project)

Resource Sponsor: 04 (pick field from EPR indicating the command sponsoring project)

Cookbook #: 13004 (field must be entered by user)

PPI#: 15 (field must be entered by user, see [Appendix E](#) of the Guidebook)

Progress Code: 1 (pick field from EPR)

P2 Category: (pick field from EPR)

Navy Assessment Level: 1-5 (field must be entered by user: 1-legal requirement, 2-navy policy, 3-pending regulation, 4-future requirement, 5-leadership initiative)

AG/SAG: (field must be entered by user; accounting group/sub-accounting group, claimant provides this code.)

Approving Command: (pick field from EPR indicating command with authority and responsibility for approving the project)

Regulatory Authority: 1, 5-7(pick field from EPR, indicating regulation reference: federal, state, local, etc.)

Comments: (Provide additional information to further clarify any of the above Guidebook Item elements and to further justify the project. Use this field to provide information that explains how the funds requested were calculated (e.g., indicate unit price and number of units considered to develop the cost estimates). See paragraph B.3 of [Appendix D](#) for examples and for appropriate format of cost information.)

Guidebook #: 13004 (Continued)

Project Name: Prepare Socioeconomic (traffic, noise studies) and Environmental Justice Impact Documentation as Part of the NEPA Requirement

Narrative: See chapter comments (Give a detailed description of the project in accordance with Appendix D. Use information provided as guidance by this Guidebook under sections “Requirement”, “Other Comments”, and “Cost Guidance” as well as local information available.)

Funding: (Provide funds requested for each year of the PR or POM cycle. Information provided by this Guidebook under section “Cost Guidance” is for guidance only. To estimate required funding use local information available or consult your EFD/EFA.)

Fund Code: O&MN or O&MNR (pick field from EPR)

Other Comments:

Effective Date: 1994

Cost Guidance: Note: The following figures are for general guidance only. As indicated in paragraph A.2 of Chapter 0 facility specific information should be used for developing cost estimates for the EPR submissions.

Socioeconomic Surveys: \$20,000 - \$75,000

Environmental Justice Surveys: \$15,000 - \$30,000

These cost estimates are most often included in the cost for project specific NEPA documentation, but when the socioeconomic studies must precede the NEPA effort, they must be costed separately.

Guidebook #: 13005
Project Name: NEPA Mitigation Costs
Requirement: Guidebook Item specifically addresses mitigation costs (e.g. construction of replacement wetlands). National Environmental Policy Act (NEPA).

EPR Data Entries

Project Name: NEPA Mitigation Costs (field must be entered by user)
Law/Regulatory Area: NEPA (pick field from EPR)
Environmental Category: EAIS (pick field from EPR, Law/Reg dep.)
Project Assessment: H/M/L (pick field; high, medium, low)
Compliance Status: (pick field from EPR , automatically changes class)
Pillar: CMP (pick field from EPR software)
Fund Command: (pick field from EPR indicating the claimant providing the funds for the project)
Resource Sponsor: 04 (pick field from EPR indicating the command sponsoring project)
Cookbook #: 13005 (field must be entered by user)
PPI#: 15 (field must be entered by user, see [Appendix E](#) of the Guidebook)
Progress Code: 1 (pick field from EPR)
P2 Category: (pick field from EPR)
Navy Assessment Level: 1-5 (field must be entered by user: 1-legal requirement, 2-navy policy, 3-pending regulation, 4-future requirement, 5-leadership initiative)
AG/SAG: (field must be entered by user; accounting group/sub-accounting group, claimant provides this code.)
Approving Command: (pick field from EPR indicating command with authority and responsibility for approving the project)
Regulatory Authority: 1, 5-7 (pick field from EPR, indicating regulation reference: federal, state, local, etc.)
Comments: (Provide additional information to further clarify any of the above Guidebook Item elements and to further justify the project. Use this field to provide information that explains how the funds requested were calculated (e.g., indicate unit price and number of units considered to develop the cost estimates). See paragraph B.3 of [Appendix D](#) for examples and for appropriate format of cost information.)
Narrative: *See chapter comments*(Give a detailed description of the project in accordance with [Appendix D](#). Use information provided as guidance by this Guidebook under sections “Requirement”, “Other Comments”, and “Cost Guidance” as well as local information available.)

Guidebook #: 13005 (Continued)
Project Name: NEPA Mitigation Costs
Funding: (Provide funds requested for each year of the PR or POM cycle. Information provided by this Guidebook under section “Cost Guidance” is for guidance only. To estimate required funding use local information available or consult your EFD/EFA.)
Fund Code: O&MN or O&MNR (pick field from EPR)

Other Comments:

Effective Date: 1969

Cost Guidance: Note: The following figures are for general guidance only. As indicated in paragraph A.2 of Chapter 0 facility specific information should be used for developing cost estimates for the EPR submissions.

Costs will be project/site specific, but can be substantial (i.e., \$100K to \$1M)

Guidebook #: 13006

Project Name: **Categorical Exclusion and Environmental Assessment Documentation for Proposed Minor Actions**

Requirement: Assess and document the potential environmental impacts associated with the proposed action prior to implementing the action. Some proposed actions are eligible for a categorical exclusion. National Environmental Policy Act (NEPA). Many minor actions do not qualify for a categorical exclusion, thus an environmental assessment must be prepared before the action can occur.

EPR Data Entries

Project Name: Categorical Exclusion and Environmental Assessment Documentation for Proposed Minor Actions (field must be entered by user)

Law/Regulatory Area: NEPA (pick field from EPR)

Environmental Category: EAIS (pick field from EPR, Law/Reg dep.)

Project Assessment: H/M/L (pick field; high, medium, low)

Compliance Status: (pick field from EPR , automatically changes class)

Pillar: CMP (pick field from EPR software)

Fund Command: (pick field from EPR indicating the claimant providing the funds for the project)

Resource Sponsor: 04 (pick field from EPR indicating the command sponsoring project)

Cookbook #: 13006 (field must be entered by user)

PPI#: 15 (field must be entered by user, see [Appendix E](#) of the Guidebook)

Progress Code: 9 (pick field from EPR)

P2 Category: (pick field from EPR)

Navy Assessment Level: 1-5 (field must be entered by user: 1-legal requirement, 2-navy policy, 3-pending regulation, 4-future requirement, 5-leadership initiative)

AG/SAG: (field must be entered by user; accounting group/sub-accounting group, claimant provides this code.)

Approving Command: (pick field from EPR indicating command with authority and responsibility for approving the project)

Regulatory Authority: 1, 5-7 (pick field from EPR, indicating regulation reference: federal, state, local, etc.)

Comments: (Provide additional information to further clarify any of the above Guidebook Item elements and to further justify the project. Use this field to provide information that explains how the funds requested were calculated (e.g., indicate unit price and number of units considered to develop the cost estimates). See paragraph B.3 of [Appendix D](#) for examples and for appropriate format of cost information.)

Guidebook #: 13006 (Continued)

Project Name: Categorical Exclusion and Environmental Assessment Documentation for Proposed Minor Actions

Narrative: See chapter comments (Give a detailed description of the project in accordance with Appendix D. Use information provided as guidance by this Guidebook under sections “Requirement”, “Other Comments”, and “Cost Guidance” as well as local information available.)

Funding: (Provide funds requested for each year of the PR or POM cycle. Information provided by this Guidebook under section “Cost Guidance” is for guidance only. To estimate required funding use historic information available or consult your EFD/EFA.)

Fund Code: O&MN or O&MNR (pick field from EPR)

Other Comments: Historically Navy installations must document categorical exclusions and environmental assessments for planned actions several times each year. Specific actions are difficult to predict three or more years in advance of the action. This project is designed to capture the level of effort that a Navy installation typically must devote to NEPA compliance.

Effective Date: 1969

Cost Guidance: Note: The following figures are for general guidance only. As indicated in paragraph A.2 of Chapter 0 facility specific information should be used for developing cost estimates for the EPR submissions.

Categorical Exclusion: \$500 - \$5,000

Environmental Assessments \$10,000 - \$100,000

Use historical data, i.e. the number of categorical exclusions and environmental assessment documents prepared in the current execution year as your estimate for your requirements across the FYDP.

Guidebook #: 13940
Project Name: Training
Requirement: Level 1 training required by specific federal, state or local laws or regulations or executive orders; and training required to allow Navy activities to achieve and maintain compliance with the NEPA requirements of federal, state or local laws or regulations or executive orders.

EPR Data Entries

Project Name: Training (field must be entered by user)
Law/Regulatory Area: MULT (pick field from EPR)
Environmental Category: TRNG (pick field from EPR, Law/Reg dep.)
Project Assessment: H/M/L (pick field; high, medium, low)
Compliance Status: (pick field from EPR , automatically changes class)
Pillar: CMP (pick field from EPR software)
Fund Command: (pick field from EPR indicating the claimant providing the funds for the project)
Resource Sponsor: 04 (pick field from EPR indicating the command sponsoring project)
Cookbook #: 13940 (field must be entered by user)
PPI#: 2 (field must be entered by user, see [Appendix E](#) of the Guidebook)
Progress Code: 9 (pick field from EPR)
P2 Category: (pick field from EPR)
Navy Assessment Level: 1
AG/SAG: (field must be entered by user; accounting group/sub-accounting group, claimant provides this code.)
Approving Command: (pick field from EPR indicating command with authority and responsibility for approving the project)
Regulatory Authority: 1-7 (pick field from EPR, indicating regulation reference: federal, state, local, etc.)
Comments: (Provide additional information to further clarify any of the above Guidebook Item elements and to further justify the project. Use this field to provide information that explains how the funds requested were calculated (e.g., indicate unit price and number of units considered to develop the cost estimates). See paragraph B.3 of [Appendix D](#) for examples and for appropriate format of cost information.)
Narrative: *See chapter comments*(Give a detailed description of the project in accordance with [Appendix D](#). Use information provided as guidance by this Guidebook under sections “Requirement”, “Other Comments”, and “Cost Guidance” as well as local information available.)

Guidebook #: 13940 (Continued)
Project Name: Training
Funding: (Provide funds requested for each year of the PR or POM cycle. Information provided by this Guidebook under section “Cost Guidance” is for guidance only. To estimate required funding use local information available or consult your EFD/EFA.)
Fund Code: O&MN or O&MNR (pick field from EPR)

Other Comments: This Cookbook Item should be used for all NEPA related training requirements, both those that are mandated by statute, regulation, or executive order and those necessary to allow compliance with NEPA requirements in federal, state and local laws and regulations and executive orders. Activities must enter the title and purpose of the training being requested.

See additional information provided in section A.6.a of Chapter 0.

Effective Date: Dependent on specific NEPA training requirements.

Cost Guidance: Dependent on specific NEPA training requirements.

National Environmental Policy Act (NEPA) (Executive Overview) Course: CECOS course A-4A-0076 CDP 335H, cost/student \$175 per offering.

National Environmental Policy Act (NEPA) Application Course: CECOS course, A-4A-0077 CDP 335M, cost/student \$300 per offering.

Air Installations Compatible Use Zone Seminar (AICUZ) Seminar: CECOS course, A4-A-0035 CDP 9539, cost/student \$150 per offering

Guidebook #: 13949
Project Name: Travel Related to 13940 (Activities please use a descriptive title)
Requirement: Dependent upon specific training requirements indicated in Guidebook Item 13940.

EPR Data Entries

Project Name: Travel Related to 13940 (field must be entered by user)
Law/Regulatory Area: MULT (pick field from EPR)
Environmental Category: PGMT (pick field from EPR, Law/Reg dep.)
Project Assessment: H/M/L (pick field; high, medium, low)
Compliance Status: (pick field from EPR, automatically changes class)
Pillar: PVN or CMP or CNS or CLN (pick field from EPR software)
Fund Command: (pick field from EPR indicating the claimant providing the funds for the project)
Resource Sponsor: 4 (pick field from EPR indicating the command sponsoring project)
Cookbook #: 13949 (field must be entered by user)
PPI#: 2 (field must be entered by user, see Appendix E of the Guidebook)
Progress Code: 9 (pick field from EPR)
P2 Category: (pick field from EPR)
Navy Assessment Level: 1
AG/SAG: (field must be entered by user; accounting group/sub-accounting group, claimant provides this code.)
Approving Command: (pick field from EPR indicating command with authority and responsibility for approving the project)
Regulatory Authority: 1, 4-7 (pick field from EPR, indicating regulation reference: federal, state, local, etc.)
Comments: (Provide additional information to further clarify any of the above Guidebook Item elements and to further justify the project. Use this field to provide information that explains how the funds requested were calculated (e.g., indicate unit price and number of units considered to develop the cost estimates). See paragraph B.3 of Appendix D for examples and for appropriate format of cost information.)
Narrative: (Give a detailed description of the project in accordance with Appendix D. Use information provided as guidance by this Guidebook under sections “Requirement”, “Other Comments”, and “Cost Guidance” as well as local information available.)

Guidebook #:	13949 (Continued)
Project Name:	Travel Related to 13940 (Activities please use a descriptive title)
Funding:	(Provide funds requested for each year of the PR or POM cycle. Information provided by this Guidebook under section “Cost Guidance” is <u>for guidance only</u> . To estimate required funding use local information available or consult your EFD/EFA.)
Fund Code:	O&MN or O&MNR (Pick field from EPR)
<hr/>	
Other Comments:	This Guidebook Item should only be used for travel requirements that are related to training as indicated in Guidebook Items <u>13940</u> . Activities must enter the title and purpose of the travel being requested. <u>Use only if total travel cost for any single year is more than \$5,000.</u> See additional information provided in section A.5.b of Chapter 0.
Effective Date:	Dependent on specific training requirements.
Cost Guidance:	Dependent on specific training locations.

Guidebook #: 13970

Project Name: Specific Overseas Requirements

Requirement: DoD Inst. 4715.5 and OPNAVINST 5090.1B require compliance with the Final Governing Standards (FGS) or the Overseas Environmental Baseline Guidance Document (OEBGD), if a FGS has not been written, to protect human health and the environment. E.O. 12114 requires assessment of environmental impacts for major federal actions having effects in the global commons or in another country's territory.

EPR Data Entries

Project Name: Specific Overseas Requirements (field must be entered by user)

Law/Regulatory Area: NEPA (pick field from EPR)

Environmental Category: EAIS, MITM, CONS, URA, EVAL, INVE, or MITM (pick one field from EPR , Law/Reg dep.)

Project Assessment: H/M/L (pick field; high, medium, low)

Compliance Status: (pick field from EPR , automatically changes class)

Pillar: CMP (pick field from EPR software)

Fund Command: (pick field from EPR indicating the claimant providing the funds for the project)

Resource Sponsor: 04 (pick field from EPR indicating the command sponsoring project)

Cookbook #: 13970 (field must be entered by user)

PPI#: 6 IF RECURRING, 15 IF NON RECURRING (field must be entered by user, see [Appendix E](#) of the Guidebook)

Progress Code: 9 IF RECURRING, 1,2,3 or 4 IF NON RECURRING (pick field from EPR)

P2 Category: (pick field from EPR)

Navy Assessment Level: 1-5 (field must be entered by user: 1-legal requirement, 2-navy policy, 3-pending regulation, 4-future requirement, 5-leadership initiative)

AG/SAG: (field must be entered by user; accounting group/sub-accounting group, claimant provides this code.)

Approving Command: (pick field from EPR indicating command with authority and responsibility for approving the project)

Regulatory Authority: 5, 6, or 7 (pick field from EPR, indicating regulation reference: federal, state, local, etc.)

Comments: (Provide additional information to further clarify any of the above Guidebook Item elements and to further justify the project. Use this field to provide information that explains how the funds requested were calculated (e.g., indicate unit price and number of units considered to develop the cost estimates). See paragraph B.3 of [Appendix D](#) for examples and for appropriate format of cost information.)

Guidebook #:	13970 (Continued)
Project Name:	Specific Overseas Requirements
Narrative:	<i>See chapter comments(-</i> For minor proposals, use historical information. For major OEISs, provide project-specific information. Use information provided as guidance by this Guidebook under sections “Requirement”, “Other Comments”, and “Cost Guidance” as well as local information available.)
Funding:	(Provide funds requested for each year of the PR or POM cycle. Information provided by this Guidebook under section “Cost Guidance” is <u>for guidance only</u> . To estimate required funding use local information available.)
Fund Code:	O&MN or O&MNR(pick field from EPR)
<hr/>	
Other Comments:	Costs should be based upon historical data and similar projects in CONUS-
Effective Date:	1979
Cost Guidance:	Dependent on specific E.O. 12114 requirements

Guidebook #: 13999
Project Name: Miscellaneous Requirements (Activities please use a descriptive title)
Requirement: NEPA/EO 12114 requirement not identified in previous project types Specific NEPA/EO 12114 requirements.

EPR Data Entries

Project Name: Miscellaneous Requirements (Activities please use a descriptive title)
(field must be entered by user)
Law/Regulatory Area: NEPA , E.O. 12114 (pick field from EPR)
Environmental Category: (pick field from EPR, Law/Reg dep.)
Project Assessment: H/M/L (pick field; high, medium, low)
Compliance Status: (pick field from EPR , automatically changes class)
Pillar: CMP (pick field from EPR software)
Fund Command: (pick field from EPR indicating the claimant providing the funds for the project)
Resource Sponsor: 04 (pick field from EPR indicating the command sponsoring project)
Cookbook #: 13999 (field must be entered by user)
PPI#: 6 IF RECURRING, 15 IF NON RECURRING (field must be entered by user, see [Appendix E](#) of the Guidebook)
Progress Code: 9 IF RECURRING, 1,2,3 or 4 IF NON RECURRING(pick field from EPR)
P2 Category: (pick field from EPR)
Navy Assessment Level: 1-5 (field must be entered by user: 1-legal requirement, 2-navy policy, 3-pending regulation, 4-future requirement, 5-leadership initiative)
AG/SAG: (field must be entered by user; accounting group/sub-accounting group, claimant provides this code.)
Approving Command: (pick field from EPR indicating command with authority and responsibility for approving the project)
Regulatory Authority: 1-7(pick field from EPR, indicating regulation reference: federal, state, local, etc.)
Comments: (Provide additional information to further clarify any of the above Guidebook Item elements and to further justify the project. Use this field to provide information that explains how the funds requested were calculated (e.g., indicate unit price and number of units considered to develop the cost estimates). See paragraph B.3 of [Appendix D](#) for examples and for appropriate format of cost information.)

Guidebook #: 13999 (Continued)

Project Name: Miscellaneous Requirements (Activities please use a descriptive title)

Narrative: See chapter comments (Give a detailed description of the project in accordance with Appendix D. Use information provided as guidance by this Guidebook under sections “Requirement”, “Other Comments”, and “Cost Guidance” as well as local information available.)

Funding: (Provide funds requested for each year of the PR or POM cycle. Information provided by this Guidebook under section “Cost Guidance” is for guidance only. To estimate required funding use local information available or consult your EFD/EFA.)

Fund Code: O&MN or O&MNR (pick field from EPR)

Other Comments:

Effective Date: NEPA of 1969 and EO 12114 of 1979

Cost Guidance: Dependent on specific NEPA/EO 12114 requirements