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# Federal Consistency Certification Checklist

**Disclaimer:** Checklists are provided as a tool when submitting a Federal Consistency Certification (FCC) in accordance with Subpart D of the federal consistency regulations for activities requiring a federal license or permit for coordinated review. The Virginia Department of Environmental Quality’s (DEQ) decision on completeness will be made by applying the §930.58 of the federal consistency regulations (Necessary data and information).

DEQ’s Office of Environmental Impact Review can provide assistance for questions about this checklist (please contact OEIR@deq.virginia.gov).

Information required for a complete FCC is in accordance with the federal law/regulation and the Procedures Manual, unless otherwise noted on an item in this checklist.

Items identified as “Optional” will assist DEQ in expediting your request.

| **For a Complete FCC, Provide at Minimum:** | **Included**  **(Y, N, or N/A)** | **Page Number(s)**  **Or Location(s)** |
| --- | --- | --- |
| **A.1:** Project Name, applicant name, applicant contact information (including email address), consultant name and contact information (including email address). |  |  |
| **A.2:** A copy of the application for the federal license or permit. (However, if the application has not been submitted to the federal agency, the applicant may submit the name of the federal license, permit or approval being sought and describe briefly why the federal application is being submitted.) |  |  |
| **A.3:** **Project description**: A detailed description of the proposed activity, its associated facilities, existing conditions, the coastal effects (direct or indirect), and any other information relied upon by the applicant to make its certification. |  |  |
| **A.4:** Federal license, permit or approval being sought. |  |  |
| **A.5:** Federal agency contact including email. |  |  |
| **A.6:** Maps, diagrams, and technical data. This information should include maps and diagrams, as necessary, to demonstrate consistency with or analysis of the enforceable policies of the management program: (i.e., wetland/stream delineation mapping, site-specific mapping of Chesapeake Bay Preservation Areas). |  |  |
| **A.7:** An evaluation that includes a set of findings relating the coastal effects of the proposal and its associated facilities to the relevant enforceable policies (EPs) of the management program**.** (Applicants shall demonstrate that the activity will be consistent with the enforceable policies of the management program.) |  |  |
| **A.7.a:** Tidal and Non-Tidal Wetlands EP |  |  |
| **A.7.b:** Subaqueous Lands EP |  |  |
| **A.7.c:** Dunes and Beaches EP |  |  |
| **A.7.d:** Chesapeake Bay Preservation Areas EP |  |  |
| **A.7.e:** Marine Fisheries EP |  |  |
| **A.7.f:** Wildlife and Inland Fisheries EP |  |  |
| **A.7.g:** Plant Pests and Noxious Weeds EP |  |  |
| **A.7.h:** Commonwealth Lands EP |  |  |
| **A.7.i:** Point Source Air Pollution EP |  |  |
| **A.7.j:** Point Source Water Pollution EP |  |  |
| **A.7.k:** Nonpoint Source Water Pollution EP |  |  |
| **A.7.l:** Shoreline Sanitation EP |  |  |
| **A.8 Advisory Policies:** Applicants shall demonstrate adequate consideration of policies which are recommendations. |  |  |
| **A.9:** Demonstration that the activity will be consistent with the enforceable policies of the management program. |  |  |
| **A.10:** Demonstration of adequate consideration of policies which are in the nature of recommendations. (Applicants need not make findings with respect to coastal effects for which the management program does not contain enforceable or recommended policies.) |  |  |
| **A.11: Certification: “**[Name of applicant] certifies that the proposed activity complies with the enforceable policies of Virginia’s Coastal Zone Management Program (CZM Program) and will be conducted in a manner consistent with the CZM Program.” |  |  |

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How to Submit:

**FCC Submittal Process:**

* Submit a searchable PDF or Word document with the project contact’s email address to DEQ OEIR through one of the following ways:
* VITA LFT, which requires an invitation for access. An invitation request should be sent to [EIR@DEQ.Virginia.gov](mailto:EIR@DEQ.Virginia.gov). Each file should not exceed 50 MB if possible.
* Email the document (25 MB maximum file size) to [EIR@DEQ.Virginia.gov](mailto:EIR@DEQ.Virginia.gov).
* Submit the document to [EIR@DEQ.Virginia.gov](mailto:EIR@DEQ.Virginia.gov) via website or file transfer protocol (ftp) site. If applicable, registration or password must be provided with submission. Each file should not exceed 50 MB if possible.

"I certify that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete."

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*Applicant Printed Name*

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*Applicant Signature Date*