



# ***Navajo AML Reclamation Program***

## **2011 “PUBLIC FACILITY PROJECTS” Policy & Procedures**

**Deadline: *June 30, 2010***



### **PUBLIC FACILITY PROJECT MANAGERS**

Marietta Jensen, Program & Project Specialist  
Navajo AML Reclamation/UMTRA Department  
3783 Window Rock Blvd  
Window Rock, AZ 86515  
(928) 871-6982  
FAX: (928) 871-7190  
[mariettajensen@frontiernet.net](mailto:mariettajensen@frontiernet.net)

Ray Tsingine, Program Manager  
Tuba City AML Field Office  
Navajo Trails Professional Office Complex  
Junction of Highway 160 & 264 (*Behind Super Fuel Gas Station*)  
Tuba City, AZ 86045  
(928) 283-3187  
FAX: (928) 283-3192  
[rtsingine@frontiernet.net](mailto:rtsingine@frontiernet.net)

Leon Spencer, Program & Projects Specialist  
Shiprock AML Field Office  
Uranium Boulevard (*Next to NECA*)  
Shiprock, NM 87420  
(505) 368-1220  
FAX: (505) 368-1227  
[lspencer@frontiernet.net](mailto:lspencer@frontiernet.net)

[www.aml.navajo.org](http://www.aml.navajo.org)

# POLICY AND PROCEDURES FOR NAVAJO AML PUBLIC FACILITY PROJECTS (PFP)

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**Navajo AML Reclamation/UMTRA Department**  
**DIVISION OF NATURAL RESOURCES**

**POLICY AND PROCEDURES FOR NAVAJO AML PUBLIC FACILITY PROJECTS**

**SECTION 1 The Navajo Abandoned Mine Lands (AML) Public Facility Projects**

**Purpose:** The purpose of the Public Facility Projects (PFP) is to leverage construction funds to mining impacted Chapters/communities of the Navajo Nation for implementation of priority community projects.

**What is the Public Facility Projects Fund?**

The Navajo Abandoned Mine Lands Reclamation Code of 1987 (the Code), as amended, provided the authority for the Navajo AML Reclamation Program (the Program) to perform reclamation of abandoned mine sites. In 1994, the Navajo Nation through the Program was certified as having reclaimed all of its known abandoned coal mine sites. Under the Code and the Navajo Reclamation Plan (the Plan), the Navajo Nation is authorized to use Navajo Abandoned Mine Lands Fund (AML Fund) monies for Public Facility Projects. The Public Facility Projects (PFP) apply **to the construction of specific public facilities related to the coal or minerals industry on the Navajo Nation lands impacted by coal or mineral development.**

The AML Fund is generated by reclamation fees levied on current coal mining operations under the jurisdiction of the Office of Surface Mining Reclamation and Enforcement (OSMRE). The Fund is primarily used for the protection of public health and safety, general welfare, and property from the dangers of adverse effects of both coal or mineral mining and processing practices, the restoration of land/water resources and environment previously degraded by the adverse effects of mining.

The Program administers the AML Fund under the OSMRE and it receives AML Fund annually, subject to availability. The duration for PFP construction grant is three (3) years.

The awarding of funds will be based upon merits of the proposal's response to established evaluation criteria (see Section 6).

**Who Can Apply to the AML Funds?**

The following entities are eligible to apply to the AML Fund in the order stated below:

- 1) Navajo Nation chapters directly impacted by past and present coal mining activities or mineral industry.
- 2) Navajo Nation chapters directly impacted by past and present mineral (Uranium, Copper, etc.) mining activities or mineral industry.
- 3) Navajo Nation, Federal, State, County and Programs and other entities acting on behalf of impacted chapters with a chapter resolution and verification of leverage funds attached. Listed below are examples of entities:
  - a. Navajo Nation Divisions, Departments and Programs,
  - b. Navajo Nation Enterprises/entities, for example, Navajo Tribal Utility Authority (NTUA)
  - c. County, State and Federal Agencies, for example, Bureau of Indian Affairs (BIA), Indian Health Service (I.H.S.), etc.; and

- d. Other entities or organizations providing public services to the impacted chapter/community.

The chapter will submit one (1) construction ready project. Chapters previously awarded are not eligible for additional funds until all impacted chapters have been funded.

### What Types of Assistance Can the AML Funds be Used For?

The AML Fund shall apply to three (3) categories of assistance as listed below. Each PFP Proposal will be placed in the following categories:

- 1) **Category One (1): Projects to Mitigate Threats of Public Health and Safety.** Highest priority will be given to projects dealing with imminent threats to human life by addressing existing conditions that have caused or could cause substantial physical harm to persons, property and/or the immediate environment.
- 2) **Category Two (2): Projects Related to Basic Service and Infrastructure.** Second priority will be given to projects that provide the basic human necessities to improve the quality of life.
- 3) **Category Three (3): Secondary/Optional Services.** These projects, which will receive the third or lowest priority for AML funding, will include community service projects such as recreational and cultural facilities, mining-related research facilities, projects for open-space benefits or those which address economic development.

Funding request may include the following types of Public Facility Project's:

- a. The construction, renovation(s), repair or expansion of public facilities, such as chapter houses, senior citizen centers, preschools, and multipurpose buildings.
- b. The cost of infrastructure construction such as electric power lines, waterline and sanitation facilities, transportation networks, solid waste disposal/management facilities, erosion control systems, land conservation projects, irrigation systems and various projects dealing with public education, police and fire services, government administration, etc.
- c. The installation of sanitation facilities and electrical utilities required as a precedent to current waterline extensions or electrical power line extensions for the same project. The project must meet I.H.S. and NTUA funding criteria and selection of such projects.

The applicant(s), by chapter resolution(s), shall include within their proposals identification of sources of leverage funds and designation of lead agency from Federal, State, Tribal or other funding sources, partners who will be directly supporting the project efforts with account numbers or commitment letters. This may include NTUA, I.H.S., BIA and Tribal funding offices.

### What AML Funds Cannot Be Used For?

AML Funds are specifically for the use of PFP construction related activities as stated in the proposal. Examples of items, which cannot be funded with PFP funds, are provided below:

- 1) The purchase of office equipment (computer hardware and software, vehicles, office furniture, etc.).
- 2) Any activity not described in the PFP Proposal, the chapter resolution, grant statement of work or award letter.
- 3) Funding of individual projects such as housing, personal properties, etc.

- 4) Personnel costs such as salary and travel expenses.
- 5) Establishing an office through lease agreements.
- 6) Office supplies, equipment lease, rentals and utility costs.
- 7) Cost for proposal preparation.
- 8) Maintenance and operation costs including future upgrades of PFP.
- 9) Land purchase for site improvement.
- 10) Improvement or purchase of private property.

It is important that the PFP Policy and Procedures and requirements be followed closely to avoid delays in funding. Each Proposal will be reviewed for compliance.

### **What Technical Assistance is Available from the Program?**

- 1) The Program may provide orientation, recommendations and technical assistance ONLY upon written request detailing the scope of work and type(s) of assistance requested from the chapter.
- 2) The technical assistance shall be limited with priority given to remaining impacted chapters and subject to the availability of staff time and resources. Impacted Chapters shall select a chapter priority project for the technical assistance.
- 3) Prior to proposal deadline, assistance can include proposals development, recommendations on NEPA, cultural and/or environmental clearance, and project development. During construction and project management activities, the program may assist with contractor evaluation and recommendation, construction monitoring, and project closeout processes related to PFP.

### **Section 2 Definitions**

For all purposes as used in PFP procedures, the following definitions shall be applicable:

- 1) "Applicants" means Chapters or entities of the Navajo Nation who have applied for funding pursuant to these Policy and Procedures.
- 2) "Cultural Resources" means any product of human activity or any object or place given significance by human action or belief and cultural resources are protected under the Navajo Nation Cultural Resources Protection Act.
- 3) "Evaluation Criteria" means Criteria used to evaluate applicants for funding.
- 4) "Finding of No Signification Impact (FONSI)" means a document, which briefly presents the reasons why a proposed AML project will not have significant effect on the human environment and complies with the National Environmental Policy Act of 1969 (NEPA) requirements. FONSI are approved with conditional standards and issued by the OSMRE.
- 5) "Impacted Chapters," means Navajo Nation Chapters that have been directly impacted by past or present coal or other mineral mining activities. These Chapters are identified by the Program as having AML sites or active mining activities within the Chapter vicinity.
- 6) "Infrastructure" means the basic facilities, services and installations needed for the operation or functioning of a community, such as transportation and communication systems, water and power lines and public institutions including schools, post offices and chapter houses.
- 7) "Leverage Funds" means additional funds from other sources committed to the awarded PFP that AML is funding.

- 8) "National Environmental Policy Act of 1969 (NEPA)" means environmental laws, regulations and executive orders required for all federally funded projects and/or federal action. NEPA compliance is necessary when an activity may affect the human environment and results in any ground disturbance.
- 9) "Navajo Abandoned Mine Lands Fund (AML Fund)" means funds generated from reclamation fee collected on current coal mining activities and deposited in U. S. Treasury as Federal funds pursuant to Section 401(a) of Surface Mining Control and Reclamation Act of 1977 (SMCRA).
- 10) "Navajo Abandoned Mine Land Reclamation Code (the Code)" (Resolution CN-57-87) means the Navajo Nation statutes that established the Navajo AML Reclamation Program pursuant to SMCRA.
- 11) "Navajo AML Reclamation Program (the Program)" means the Program authorized to administer the AML Fund, consistent with the Code, Plan, and SMCRA.
- 12) "Navajo Reclamation Plan (the Plan)" (Resolution RCF-14-01) means the Navajo Nation rules that allow the Program to implement work activities in compliance with the Code, SMCRA, and 30 CFR Part 875.
- 13) "Office of Surface Mining Reclamation and Enforcement (OSMRE)" means the office within the U.S. Department of the Interior is authorized by U.S. Congress to administer the provisions of SMCRA, P.L. 95-87, and provides funding and oversight to the Program.
- 14) "Partner" means an entity that is assisting or in partnership with the funded projects, e.g. NTUA, I.H.S., BIA, etc.
- 15) "Project Review Committee (PRC)" means Five-Member Project Review Committee selected by the Program consisting of qualified professional and/or technical members from the Program, Division of Natural Resources, Division of Community Development, and other Navajo Nation Entities, tasked with Public Facility Projects' proposal review and selection.
- 16) "Professional Services" means a specialized service requiring assured competence in diverse principles and fields in architectural/engineering, construction management, and environmental clearances or environmental compliance work.
- 17) "Technical Assistance" means utilizing Navajo AML in-house expertise such as surveying, NEPA review, grant writing, contract management, technical reviews of PFP documents, etc.
- 18) "Public Facility Projects (PFP)" means those projects funded pursuant to these Policy and Procedures.
- 19) "Resources Committee of the Navajo Nation Council" means the oversight committee established by the Navajo Nation Council to oversee the activities of the Division of Natural Resources, its departments and programs. The Resources Committee is the standing committee with oversight authority over the Program.
- 20) "Construction Ready Projects" means all related Project Development and NEPA documentations such as: NEPA consultation and concurrence, Right of Way (ROW), Architect & Engineers (A/E) Designs/Plans, Memorandum of Agreement (MOA), Project Contract Documents, Maintenance & Operation Plan, construction timeline, etc.

## **SECTION 3 PFP Selection Process**

### **Deadline for Submitting Proposals**

- 1) The deadline date for the receipt of PFP Proposals is June 30 by 5:00 pm.
- 2) Applicants shall submit one (1) signed original PFP Proposal, and three (3) additional complete copies to the Program Office or the Program Field Office.
- 3) Upon receipt of the completed proposal packages, the Program will review the proposal package(s) for completeness, ensuring all required documents are submitted. (See Section 5. Elements of a Proposal)

### **Ranking of Proposals**

The evaluation, selection and ranking of proposals will be completed within ninety (90) days after the deadline date of June 30. The Program will conduct an internal review and forward recommendations to the Project Review Committee (PRC). The PRC will make the final review, evaluation, and selection of PFP's construction ready projects, based upon an established ranking system. The PRC will forward the final recommendation to the Program for approval. Hence, the Program will process the PFP proposals through the 164 Review Process for approval by the Resources Committee and the President of the Navajo Nation.

### **Selection of PFP and Awarding of Funds**

The projects selected and approved by the Resources Committee shall be forwarded to OSMRE. Upon compliance with NEPA, OSMRE will issue a Finding of No Significant Impact (FONSI) and Authorization to Proceed with construction for each project.

A Memorandum of Agreement, Administrative Agreement and/or Certified Chapter Agreement will be developed for the chapter/entity selected for funding. This will ensure that Proposal Goals and Objectives are met and that the project is completed on schedule.

The chapter/entity selected will be required to coordinate with the Navajo AML and appropriate entities in the project and construction management.

## **SECTION 4 Considerations Before Writing a PFP Proposal**

### **Funding Availability**

The funding limit is \$300,000 per project. Proposals, which are modest in scope and shown to be supported by other funding sources, will enhance their chance of being funded. The following is a partial list of potential partners through the Chapters:

- 1) The Navajo Nation Capital Improvement Office
- 2) The Navajo Nation Community Development Block Grant
- 3) Arizona Legislature
- 4) New Mexico Legislature
- 5) Utah Legislature
- 6) County and City Government
- 7) I.H.S.-Office of Environmental Health & Engineering
- 8) Navajo Tribal Utility Authority (NTUA)
- 9) Other appropriate utility companies
- 10) Bureau of Indian Affairs (BIA)
- 11) Private contributors

- 12) Navajo Engineering Construction Authority (NECA)
- 13) Bonds issued by the Navajo Nation
- 14) Navajo Nation General Funds
- 15) Other Chapters

Duplication of funding by multiple federal/state/other agencies will not be allowed on the same project's scope of work and costs. The applicant will provide information on funding sources as specified on **Form 2**.

The disbursement of AML Grant Funds will be on an agreed reimbursement process prior to commencement of construction with the lead agency.

### **Compliance with Proposed Activities**

The Program will coordinate the monitoring of PFP's for compliance to assure that funds are being applied per the schedule of values to meet Proposal goals and objectives. Through the act of submitting a PFP Proposal, each applicant agrees, if funded, to provide quarterly activity and accomplishment reports which may be used as a basis for evaluating future PFP Proposals. Funds shall be terminated if the project is not advertised for bidding within the first year of funding. Applicants may re-apply once the project is construction ready.

**Applicants who spend PFP funds inappropriately or ineffectively are subject to funding freeze, auditing and prosecution in accordance to the Tribal and Federal Laws.** Generally, additional funding in future years will not be supported nor recommended until the milestones which were scheduled in previously funded proposals have been met.

### **Three-Year (3) Projects**

The Navajo AML PFP is required to be completed within three years (3) of the grant award period from OSMRE.

## **SECTION 5 Elements of a PFP Proposal**

### **Mandatory Elements**

A complete PFP Proposal **must contain** each of the following seven (7) elements:

- 1) Proposal Cover Sheet (Form 1)
- 2) Qualification Narrative
- 3) A Project Description/Information
- 4) Budget Information
- 5) Compliance with the National Environmental Policy Act of 1969 (NEPA)
- 6) Maintenance/Operation Plan and Insurance Coverage
- 7) Land status verification

Each proposal will be examined for these elements. PFP proposals, that do not contain all mandatory elements will be deemed as incomplete proposal and will not be considered for review or selection. Chapters shall be notified within forty-five (45) days from the deadline date with the review results.

### **Element 1: Proposal Cover Sheet**

Self-explanatory.

## Element 2: Qualification Narrative

To qualify for funding, the applicant will submit a PFP proposal that specifically sets forth pursuant to the Navajo Reclamation Plan as follows:

- 1) The need or urgency for the activity or the construction of the public facility;
- 2) The expected impact the project will have on the coal or mineral mining industry on the Navajo Nation.
- 3) The availability of leverage funding from other sources and, if other funding is provided, its percentage of the total costs involved and written verification;
- 4) Documentation from other Local, Tribal, State and Federal agencies with oversight responsibilities for such utilities or facilities regarding available funding resources they have available and why the project is not being fully funded by their agency;
- 5) The impact to the Navajo Nation, the public, and the coal/minerals industry if the activity or facility is not funded;
- 6) The reason why this project should be selected over a priority project relating to the protection of the public health and safety or the environment from the damages caused by past mining activities;
- 7) An analysis and review of the procedures used by the applicant to notify and involve the public in the funding request and a copy of all comments received. Applicants will provide evidence of recent public participation by providing copies of chapter resolutions, minutes of public meetings and hearings, public announcement, community support letters, etc. Include information such as testimonials, excerpts from meeting minutes, legal notices, pictures, news clippings, etc. that indicate the project need and public support for the funding requested;
- 8) The project shall meet the requirements of the procedures/criteria for PFP used by the Program.

## Element 3: Project Description/Information

Prepare a short summary of the proposal and include the following:

- 1) Describe the proposed project such as the scope of work, project goals/objectives, benefits, and chapter priority projects listing, issues to be addressed, planned activities, proposed project schedule and plan of actions. A Gant chart or similar depicting milestones and relative times to completion are suitable.
- 2) Describe how the proposed work will be accomplished and state reasons for taking this approach. Describe any unusual features of the proposal such as designs/technological innovations and reductions in cost or time. Discuss the criteria and methods to be used to evaluate the results and success of the project.
- 3) Identify the benefits of the project to the community including direct benefits, socioeconomic benefits and any indirect benefits. For example, describe how the project will improve the environment or quality of life. Specifically, describe those benefits which will alleviate threats to public health and safety and property.

- 4) State the number of people in the chapter/community that will benefit by the project. Provide pertinent information such as number of chapter registered voters, number of students, etc.
- 5) Identify who will be responsible for the project/construction management and leadership, including a short statement of their qualifications. Include documentation to substantiate the lead agency for the proposed project.
- 6) Provide other project information and relevant data for project funding such as feasibility studies, project design/specifications, land withdrawal or right-of-way documents.
- 7) A map of the project location, survey plat and project location on a 7.5 minute USGS topographical map.

#### **Element 4: Budget Information**

A detailed Architect & Engineers (A/E) cost estimate and budget justification are required describing how the AML funds will be used to carry out the proposed project and to achieve the overall PFP goals/objectives. The budget must be reasonable and justifiable pursuant to the project scope and plans. The Navajo Nation budget forms can be used and obtained at the Navajo Nation Office of Management and Budget.

#### **Element 5: NEPA Compliance**

All documentation regarding compliance to the National Environmental Policy Act of 1969 (NEPA) shall include one of the following documents reflective of their environmental impact to the site in association with the project: (1) Categorical Exclusion (CX); or (2) Environmental Assessment (EA); or (3) Environmental Impact Statement (EIS); or (4) Environmental Review (ER).

Environmental supporting documents shall include the following: historical and cultural resource clearances, biological evaluations for plants and animals, wetland determination, air quality, and concurrence letters. Such documentation should be current within a three year time period of proposal submittal. The CX and/or EA formatted document shall meet NEPA compliance requirements (attached) as developed by the Program and OSMRE. Two (2) copies of each Report will be provided to the Program who will forward copies to OSMRE and the responsible Federal, State, Tribal Offices and Chapters. FONSI/ATP must be obtained from OSMRE prior to any construction activities.

#### **Element 6: Maintenance/Operation Plan and Insurance Coverage**

The applicant will submit a detailed plan outlining the future maintenance plan of operation, security and safeguard of any constructed PFP. In addition, the applicant must identify source of funds for these items. No funding will be granted for continued or future maintenance and operation costs, including upgrade schedules. For example, if an applicant submits a proposal for a project that requires periodic maintenance/operation; only the construction portion will be evaluated for funding.

## SECTION 6 Evaluation Criteria for Navajo AML Public Facility Project Grant

The Program shall award and distribute the funds in an equitable manner; proposals will be ranked and selected based on the following criteria:

	<u>FACTORS</u>	<u>POINTS</u>
1.	Construction Ready	0 - 60
2.	Public Participation	0 - 10
3.	Availability of Leverage Funds and Budget	0 - 20
4.	Maintenance/Operation Plan	0 - 10

### Factor 1 Construction Ready (60 points maximum) including:

- Qualification Narrative: Element 2 (5 points)
- Project Description/Information/Benefit: Element 3 (10 points)
- A/E Contract Documents and Technical Specification/Designs/Plans (20 points)
- NEPA Compliance w/ attachments: Element 5 (15 points)
- Project/Construction Management: Element 3 (5 points)
- Land Withdrawal/Status and Right of Ways: (5 points)

### Factor 2 Public Participation (10 points maximum) including:

- Procedures used to notify and involve the public in this funding request.
- Current chapter resolution authorizing the proposed project.
- Copies of all comments received (public meeting/hearing minutes, legal notices, public announcements, etc.)

### Factor 3 Availability of Leverage Funds and Budget (20 points maximum) including:

- Chapter funding support (in-kind and otherwise).
- Funding from other sources and how they may compliment AML funds.
- Documentation of commitment of Federal, State and Tribal funding programs.
- Budget Information: Element 4; Practicality and completeness of budget including description of budget items.

### Factor 4 Maintenance/Operation Plan (10 points maximum) including:

- Identification of maintenance plan of operation, security, safeguard of any constructed PFP.
- Identification of source funds for maintenance and operation.

**NAVAJO AML RECLAMATION PROGRAM  
PROPOSAL COVER SHEET  
Public Facility Projects**

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Contact Person: \_\_\_\_\_  
 e-mail Address: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Facsimile Number: \_\_\_\_\_  
 Project Name and Description: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Funding Source	Amount Requested	Category / Type of Assistance
<input type="checkbox"/> AML Fund <u>Requested</u>	_____	_____
<input type="checkbox"/> Indian Health Services	_____	_____
<input type="checkbox"/> Navajo Tribal Utility Authority	_____	_____
<input type="checkbox"/> Other Federal Agency	_____	_____
<input type="checkbox"/> State	_____	_____
<input type="checkbox"/> County	_____	_____
<input type="checkbox"/> <u>In-Kind match (Chapters)</u>	_____	_____
<u>*Navajo Nation Funds</u>	_____	_____
<b>TOTAL:</b>	_____	_____

\*List other Match Sources individually and provide requested amount and status for each source:

Funding Source	Amount	Status: Approved or Pending
_____	_____	_____
_____	_____	_____
_____	_____	_____

**NAVAJO AML RECLAMATION PROGRAM**  
**Completeness Review of Nomination for Public Facility Projects**

<b>Applicant:</b>		
<b>Date Submitted:</b>		
<b>Date of Most Recent Review:</b>		
<b>Type of Facility</b>		
<b>Eligible as:</b>	<b>Yes</b>	<b>No</b>
Related to Coal Mining		
Related to Non Coal Mining		
Community Impact		
Health and Safety		
Basic Service		
Secondary		
<b>AML Funding Requested:</b>		
<b>Local Contribution to Funding</b>		
<b>Other Sources of Funding:</b>		
<b>Completeness (Note: If application contains these essential items):</b>	<b>Yes</b>	<b>No</b>
Introduction/Need		
Description/Justification of Proposed Actions		
Project Schedule		
Deliverable Products		
Proposed Budget		
<b>Attachments</b>	<b>Yes</b>	<b>No</b>
NEPA Documents		
Biological Evaluation/NN Fish & Wildlife Concurrence Letter		
Archaeological Report/NN HPD Concurrence Letter		
Environmental Assessment/EIS, CX, Environmental Review		
FONSI		
Comments on project application strengths/weaknesses:		
Additional information needed for Funding Preference:		

**FOR OFFICIAL USE ONLY**

\_\_\_\_\_  
 Reviewer

\_\_\_\_\_  
 Date

# NAVAJO AML RECLAMATION PROGRAM PUBLIC FACILITY PROJECTS - EVALUATION CRITERIA

Name of Applicant: \_\_\_\_\_

Type of Project: \_\_\_\_\_

### TYPE OF IMPACT

Directly impacted by  
past/present coal

Directly impacted by  
past/present non-coal

FACTORS	SCORE
<p><b>1. Construction Ready (60 max):</b> - Element 2 (Items 1,2,5,6); Element 4, &amp; 5</p> <p>a. How well the proposal address the need/urgency identified in the Qualification Narrative Element 2; Items 1, 2, 4, 5, 6, 8 <span style="float: right;">(0 - 5 pts)</span></p> <p>b. Project description, scope of work, project information and benefits, issues to be addressed, goals / objectives, project schedule, plan of actions, reasons for approach, documentation of each lead agency. Element 3; Items 1-7. <span style="float: right;">(0- 10 pts)</span></p> <p>c. A/E contract documents and technical specification, design/plans <span style="float: right;">(0 - 20 pts)</span></p> <p>d. NEPA Compliance: Environmental Assessment, Biological/Archeological Clearances HPD/NHPO/NNFW/USFW Concurrence, wetlands survey, etc. Element 5. <span style="float: right;">(0-15 pts)</span></p> <p>e. Project/Construction Management: Element 3 <span style="float: right;">(0 - 5 pts)</span></p> <p>f. Land Withdrawal/Status and Right of Ways: <span style="float: right;">(0 - 5 pts)</span></p>	<p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
<p><b>2. Public Participation ( 10 max)</b> - Element 2 (Item 7)</p> <p>a. Procedures used to notify and involve the public <span style="float: right;">(0 - 5 pts)</span></p> <p>b. Chapter resolution authorizing the proposed project <span style="float: right;">(0 - 5 pts)</span></p>	<p>_____</p> <p>_____</p>
<p><b>3. Availability of Leverage Funds ( 20 max)</b> - PFP Cover Sheet, Element 2 (Item 3,4); Element 4</p> <p>a. Identification, commitment and percentage from other funding sources. <span style="float: right;">(0 - 10 pts)</span></p> <p>b. Practicality and completeness of budget including description of line items. <span style="float: right;">(0 - 10 pts)</span></p>	<p>_____</p> <p>_____</p>
<p><b>4. Maintenance / Operation Plan (10 max)</b> - Element # 6</p> <p>a. Narrative of future operation &amp; maintenance plan including security and insurance <span style="float: right;">(0-5 pts)</span></p> <p>b. Identification of source of funds for maintenance and operation <span style="float: right;">(0-5 pts)</span></p>	<p>_____</p> <p>_____</p>
<b>TOTAL SCORE</b>	<p>_____</p>

**COMMENTS:**

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Name \_\_\_\_\_

Date \_\_\_\_\_