**Sample Notice of Finding of No Significant Impact**

(Print on grantee letterhead)

**(***Date of Notice***)**

*(Name of Responsibl~~e~~ Party)*

*(Address)*

*(City, State, Zip Code)*

*(Telephone Number)*

**TO ALL INTERESTED AGENCIES, GROUPS AND PERSONS:**

The (*Applicant*) is giving notice that it has made a Finding of No Significant Impact for the following project:

Project Title or Name: *(Name of Project)*

Purpose or Nature of Project: *(Description of the Project)*

Location of Project: *(Street Address or Name of Neighborhood/District, City State)*

Estimated Cost of Project: (*$xxx,xxx.xx*)

Funding Source: (*List Federal Agency and Other Funding Sources*)

Project Summary: (*List activities, unless included above under the purpose of the project.*)

An environmental assessment for this project has been made by the (*Applicant*) and is available for public examination and copying on weekdays between (*xx:xx)*AM and (*xx:xx)*PM at (*Name and Address of Applicant office where the environmental review record can be examined and the Name and Address of other locations where the assessment is available for review*). Should city offices be closed, the ERR will be made available to the public for review either electronically or by U.S. mail. Please submit your request by U.S. mail to [insert mailing address] or by email to [insert email address]. Based on this assessment the (*Applicant*) has determined that the project will not significantly affect the quality of the human environment and, hence, an environmental impact statement will not be undertaken under the National Environmental Policy Act of 1969 (P.L. 91-910).

All interested agencies, groups and persons disagreeing with this decision are invited to submit written comments for consideration to the (*Applicant, Name and Address of the designated office responsible for receiving and responding to comments*) via email at [insert email address]. Such written comments should be received at the address specified on or before (*Day of published notice PLUS 15 days*). All such comments received will be considered, and the (*Applicant*) will not take any administrative action on the project prior to the expiration of the comment period.

**Objections to Conditions Release**

The State will accept an objection to its approval only if it is on one of the following basis: (a) that the certification was not in fact executed by the certifying officer or other officer of applicant approved by the State; or (b) that the applicant’s environmental review record for the project indicated omission of a required review process. Objections must be prepared and submitted in accordance with the required procedure (24 CFR Part 58) and may be submitted to Grant Services & OCRA through the ER Report in GMS.

Objections to the release on basis other than those stated above will not be considered by the State. No objections received after (*Day after local comment period plus 15 days*) will be considered by the State.

*Name of the Applicant’s CEO*

*Title of Certifying Officer*

*Name of Applicant*