

REQUEST FORM FOR AN ALLOWABLE USE

A recipient may request Ecology approval of an allowable use of the project area. The recipient is encouraged to review the policy (found in Chapter 6 of the Chehalis Basin Strategy Voluntary Acquisition Handbook) before submitting a request. For additional information on specific awarding program policies, consult the program manager and funding guidelines.

To complete the request, submit the following documents:

- This form
- A letter signed by the authorized representative of the recipient acknowledging the request.
- A map of the project area boundary¹ identifying the area where the proposed action or use will occur. In many cases the size of the project area impacted is larger than the physical footprint of the proposed action. The area identified should include all impacts related to the proposal.
- Any draft encumbrance that is related to the proposed exception or use.

Project Name		Submittal Date	
Recipient Name		Project Agreement Number	
Recipient Contact		Title	
Address	City	Zip	

¹ A project area boundary is the geographic area that delineates the grant-assisted site. Minimum map requirements include an outline of the project area, the Ecology project number and name, adjoining streets and roads, and north arrow scale.

1. Briefly describe the original intent of the project when it was funded.

2. Explain in detail the proposed use. Explain efforts to keep the size of the area impacted to a minimum.

3. Does the proposed action include an encumbrance on the project area? If yes, attach or provide the draft encumbrance document for review.

Yes

No

4. Describe how the intended purpose, use, and function of the project area will be maintained. How does the proposed use benefit the function and use of the project area?

5. Describe the practical alternatives that were considered and why they were rejected.	
6. Enter the start and end dates for the proposed use.	
Start Date:	End Date:

Recipient must upload an electronic version of this form, and any amendments to it, into EAGL (Ecology Administration of Grants and Loans system). For projects funded through the Community Flood Resilience and Assistance (CFAR) program, recipient must send an electronic version to the OCB project management team.