



MaineDOT

EIS Quality Control Checklist

Draft EIS Quality Control Checklist

Project Information	
Project Title:	Team Leader:
Project WIN:	EIS Reviewer:

Cover Sheet			
Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	List of responsible agencies, including lead agency and any cooperating agencies
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The title of proposed action
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The name, address, and telephone number of the person from MaineDOT to contact
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A designation of the statement as a draft or draft supplement
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A one-paragraph abstract of the statement
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The deadline and location for comments
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	23 U.S.C. 327 MOU assignment language is on cover page of the EIS
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The cover sheet does not exceed one page

Table of Contents			
Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Table of Contents include list of tables, figures, appendices

Summary			
Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Introduction
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Purpose and need statement paragraph
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Alternatives considered paragraph summary
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Affected Environment, Environmental Consequences, and Mitigation Measures Summary
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Public and Agency coordination

Introduction			
Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Addresses why the EIS is being written

Background			
Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Background information on the existing infrastructure/asset/etc and surrounding area
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Includes location, length, type of improvements, and any ROW / Easements needed

Purpose and Need for Action			
Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Purpose and Need Statements

Alternatives			
Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Discussion of Project Build Alternative(s)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Project No Build Alternative
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Estimated Project Cost Information
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Identification of Preferred Project Alternative(s)



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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Project Alternatives Considered but Eliminated from Further Consideration
Environmental Impacts: Natural, Cultural, Social, Economic*			
*Below verify investigation outcomes and project effects are appropriate for each topic			
Natural Resources			
Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Section 7 – Federal Endangered Species
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Magnuson-Stevens Fishery Conservation and Management Act (EFH)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	U.S. Fish and Wildlife Coordination Act
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Migratory Bird Treaty Act
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Marine Mammal Protection Act
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bald and Golden Eagle Protection Act
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Wild and Scenic Rivers Act
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Coastal Barrier Resource Act
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Section 401 of the Clean Water Act
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Section 404 of the Clean Water Act
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Section 10 of the Rivers and Harbors Act of 1899
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Section 9 of the Rivers and Harbors Act of 1899
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Coastal Zone Management Act
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Executive Order 11988 Floodplain Guidance
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hazardous Material
Cultural Resources			
Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Section 106 of the National Historic Preservation Act
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Archaeological Resources
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Section 4(f) of the Department of Transportation Act
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Section 6(f) of the Land and Conservation Act
Social and Economic Resources			
Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Executive Order 12898 Environmental Justice
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Farmland Protection Policy Act
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Clean Air Act
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Noise
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Residential and Business
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bicycle and Pedestrian
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Construction and Traffic
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Utilities
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Right of way
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cost
Secondary/Cumulative Impacts			
Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Secondary Impacts
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cumulative Impacts
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Indirect Impacts
Short-Term and Long Term uses			
Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Includes a section that describes the relationship between short term uses of the environment and long-term



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	productivity
Irreversible and Irretrievable Commitments	
Yes	No N/A
<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Includes a section that describes any irreversible and irretrievable commitments or resources which would be involved in the proposed action	
List of preparers	
Yes	No N/A
<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
List of names and qualifications of the persons who were primarily responsible for preparing the EIS	
Appendix	
Yes	No N/A
<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Materials prepared in connection with the EIS	
<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Materials relevant to the decision to be made	
<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
All comments received during the scoping process that identified alternatives, information, and analyses for MaineDOT consideration	
CPD E-File Review	
Yes	No N/A
<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
All template folders and subfiles in the project file	
<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
All applicable documentation in the appropriate project file using the file naming convention	
<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
All final decisions/approval documents saved in the NEPA folder	
<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
All file folders contain complete public records supporting the decisions listed above in the "Environmental Impacts: Natural, Cultural, Social, Economic" section	
ProjEx Review	
Yes	No N/A
<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
All approval dates are on the permit page in ProjEx	
<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
All appropriate assessment and assessment detail tabs are filled out in ProjEx	
<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
NEPA decision is documented on the permit, assessment, and assessment details tab in ProjEx	
Reviewer Comments	

_____ EIS Draft Reviewer:	_____ Date:
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