

Instructions for
Form 2-3A Certification of SEQRA Classification

Under 6NYCRR Section 617, CDBG Recipients must review their projects under the State Environmental Quality Review Act (SEQRA). The Certification of SEQRA Classification is used to classify the project for compliance requirements at 6NYCRR Section 617.

Recipients are strongly encouraged to check individual regulations directly for applicability and compliance measures.

Project Information

1. CDBG No.
 - a. Provide the OCR assigned CDBG Project Number, 555PR999-14.
2. Date is the date the form is completed.
3. Certifying Officer Name and Title
 - a. Provide the name and title of person identified in the Designation of Certifying Officer
4. Responsible Entity
 - a. This is the entity identified in the Designation of Certifying Officer
 - b. Provide the complete address of the Responsible Entity.

Name of the CDBG Grant Recipient

1. This is the County, City, Town or Village that has been awarded NYS CDBG funds.

Funding Year

1. This is the Program Year in which NYS CDBG are awarded, for example, if the last two digits of the CDBG Project Number is "14", the Program Year is 2014.

Program Name

1. An example would be "*Town of Upstate Water District #1 Improvements*".

Check the applicable Classification

- a. For Type I Actions
 - i. Identify the Lead Agency
 - ii. Submit evidence of Lead Agency designation and consent from involved and interested agencies with Form 2-3A.
 - iii. Submit a copy of the Environmental Notice Bulletin for all Negative Declarations and Positive Declarations
- b. For Type II Actions
 - i. No further documentation required
- c. For Unlisted Actions
 - i. Identify the Lead Agency
 - ii. Submit evidence of Lead Agency designation and consent from involved and interested agencies with Form 2-3A.
 - iii. Submit a copy of the Environmental Notice Bulletin for all Positive Declarations

For Environmental Impact Statements

- a. Check if either a Draft EIS or Final EIS has been prepared for this project.

Signature of Certifying Officer

1. To be signed at the time the documentation is complete.