

# State Highway System Project NEPA and CE Assignment Programs Time Charging Practices Decision Tree

## CE Assignment Project?

**YES** → Regular charge code (no Special Designation)

**NO** ↘ (See guidance on NEPA Assignment)

## NEPA Assignment Project?

NEPA Assignment program costs are the costs of **new** staff work requirements for **NEPA Assignment work that would not be done if Caltrans had not assumed federal responsibilities for NEPA and other environmental laws from FHWA**, plus the costs of defending any legal challenges under the NEPA Assignment program. New work being performed because of the NEPA Assignment program consists of the activities listed below. For this new work on State Highway System projects **only**, follow these charging instructions.

### Is the Activity:

- District/Region NEPA Quality Control Review (EA or EIS)?\*
- Informal NEPA Assignment Program Training?
- Participating in Caltrans NEPA Assignment monitoring or self-assessments?
- Environmental milestone tracking for NEPA Assignment projects; providing data or responding to requests for quality control or data collection for the NEPA Assignment quarterly reports or other milestone reporting?

**YES** → Regular charge code + Special Designation 6DELE\*\*

*[Note that Local Assistance projects use a different approach to charging.*

*See Local Assistance NEPA and CE Assignment Program Time Charging Practices Decision Tree.]*

**NO** → Regular charge code (no Special Designation)

\* <http://www.dot.ca.gov/ser/vol1/sec6/ch38nepa/chap38.htm#NEPAQualityControlReview>

\*\* <http://www.dot.ca.gov/ser/vol1/sec6/ch38nepa/chap38.htm#charge>

# Local Assistance Project NEPA and CE Assignment Programs Time Charging Practices Decision Tree

The Local Assistance program as a whole does not track staff time using individual project EAs with WBS codes. The EFIS IDs below have been created for all Local Assistance staff conducting the activities related to 23 USC 326 CE Assignment and 23 USC 327 NEPA Assignment programs\*.

## CE Assignment Project?

**YES** →

- 00-0002-0132 – All environmental milestone and activity reporting
- 00-0002-0129 – All environmental staff work developing or participating in process reviews

**NO** ↘ (See guidance on 23 USC 327)

## NEPA Assignment Project?

**YES** →

- 00-0002-0128 – NEPA Quality Control Review
- 00-0002-0134 - All environmental milestone and activity reporting
- 00-0002-0131 - All environmental staff work developing and participating in audits, self-assessments, or other program reviews
- 00-0002-0127 - Informal trainings and presentations specific to NEPA assignment provided to internal staff
- 00-0002-0123 - Trainings and presentations specific to NEPA assignment provided to external agencies and consultants

\* <http://www.dot.ca.gov/ser/vol1/sec6/ch38nepa/chap38.htm#charge>