[INSERT YOUR LETTERHEAD]

USACE Consultation Letter

Date

U.S. Army Corps of Engineers  
CESWT-RO  
2488 E. 81st Street  
Tulsa, OK 74137-4290

To Whom it May Concern:

The County, Town or City of NAME is applying to the Oklahoma Department of Emergency Management (OEM) and Federal Emergency Management Agency (FEMA) for a grant under FEMA’s Hazard Mitigation Grant Program (HMGP). The proposed project is titled, project title, under DR-XXXX (provide the disaster number associated with the application, this can be found on the NOFO). Within this application, the County, Town or City of NAME proposes to brief statement about the project scope of work.

FEMA’s HMGP application requires documented coordination with the U.S. Army Corps of Engineers if the project is within 200 feet of a body of water. The proposed project is located brief summary of project location, if within 200 feet of a body of water. At this time, we would like to inform your office of the project and request your opinion on the proposal and its impact on bodies of water or wetlands near the project area. Please find the attached documents such as a scope of work, project location map and/or addresses, wetland map, ground disturbance map, etc. Below is a table with the address locations and the latitude/longitude of each site.

|  |  |  |
| --- | --- | --- |
| **Site # and Name** | **Site Address** | **Site Lat/Long** |
|  |  |  |
|  |  |  |
|  |  |  |

(Acquisitions only) Program rules require that title to subject properties is held in perpetiuity by the County, Town, or City after acquisition. The land must be reverted to its natural state, or it can be converted to low intensity recreational use after all structures are demolished and removed from the buyout sites.

We are in the process of submitting/have submitted our grant subapplication to OEM. We will forward any responses you make to OEM and FEMA. If we do not receive a response within 30 days of this letter, we will assume your concurrence. Should you need any additional information, please do not hesitate to reach out to project contact name, title at email address, phone number, physical mailing address.

Sincerely

[Insert signature]

[Insert name, title, etc.]