**PROJECT SPONSOR CHECKLIST FORM**

**Small Water Project Program**

Project Name

Sponsor County

Prepared By Date

Signature

## Project Sponsor Checklist1

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Description** | **Check As Applicable** | | | **Notes** |
| **Yes** | **No** | **N/A** |
| **Construction Factors** | | | | |
| WWDC Project Application | 🞎 | 🞎 | 🞎 |  |
| Project Description | 🞎 | 🞎 | 🞎 |  |
| Designs and Specifications | 🞎 | 🞎 | 🞎 |  |
| Operation and Maintenance Plan | 🞎 | 🞎 | 🞎 |  |
| Budget and Cost Estimates | 🞎 | 🞎 | 🞎 |  |
| Funding Participation (Identify) | 🞎 | 🞎 | 🞎 |  |
| Project Location Information: | | | | |
| Photographs (Before, During, After) | 🞎 | 🞎 | 🞎 |  |
| Longitude/Latitude Coordinates | 🞎 | 🞎 | 🞎 |  |
| **Legal, Design, and Permitting Factors** | | | | |
| Public Benefit (Submit with Application) | 🞎 | 🞎 | 🞎 |  |
| Right-of-Way/Access Agreement | 🞎 | 🞎 | 🞎 |  |
| Easements/Option Agreement | 🞎 | 🞎 | 🞎 |  |
| Agency Commitment: | | | | |
| NRCS | 🞎 | 🞎 | 🞎 |  |
| BLM | 🞎 | 🞎 | 🞎 |  |
| USFS | 🞎 | 🞎 | 🞎 |  |
| Notifications: | | | | |
| Wyoming Game and Fish Dept. | 🞎 | 🞎 | 🞎 |  |
| U.S. Fish and Wildlife Service | 🞎 | 🞎 | 🞎 |  |
| Utility Owners | 🞎 | 🞎 | 🞎 |  |
| Land Procurement | 🞎 | 🞎 | 🞎 |  |
| State/County/Local Requirements | 🞎 | 🞎 | 🞎 |  |
| Wyoming SEO Water Right(s) | 🞎 | 🞎 | 🞎 |  |
| **Legal, Design, and Permitting Factors *(Continued)*** | | | | |
| Environmental Evaluation | 🞎 | 🞎 | 🞎 |  |
| Cultural Resources Review | 🞎 | 🞎 | 🞎 |  |
| CWA Section 401 Certification | 🞎 | 🞎 | 🞎 |  |
| CWA Section 404 Permit | 🞎 | 🞎 | 🞎 |  |
| DEQ Permit to Construct | 🞎 | 🞎 | 🞎 |  |
| Wetlands Delineation | 🞎 | 🞎 | 🞎 |  |
| Hydrologic Evaluation | 🞎 | 🞎 | 🞎 |  |
| Other (Specify) | 🞎 | 🞎 | 🞎 |  |
| Other (Specify) | 🞎 | 🞎 | 🞎 |  |

1. This checklist is intended to be used as a guideline and should not be considered an exhaustive list. Additional items may be required for final approval. The signature and supporting documentation discussed below are required to receive notice to proceed.

# To Be Completed by Project Sponsor

# (Conservation District, Irrigation District, etc.)

Name

Organization

Address

Phone Email

Acquisition of all permits, designs, certificates, and approvals is the responsibility of the project Sponsor. Please review the checklist above and sign below to indicate your agreement that all necessary permits, approvals, and certificates have been obtained:

Signature Date

Please list the attachments included with this package provided that document the necessary approvals: