



## Community Green Infrastructure Grant Program

### Local Consultation Form

**This form is REQUIRED for Community Green Infrastructure Projects and Green Infrastructure Economic Development Projects. It is NOT optional. All sections must be filled out unless otherwise noted. [ORS 197.470.5.d](#)**

#### Section 1 – Project Information

Applicant: \_\_\_\_\_

Applicant contact person: \_\_\_\_\_

Project name (same as the name on the main application form):

\_\_\_\_\_

Project location (address or description):

#### FORM INSTRUCTIONS

1. This form is required for Community Green Infrastructure Project and Green Infrastructure Economic Development Project grants. It is not required for Native Plant Nursery / Native Seed Bank grants or for Green Infrastructure Master Plan grants.
2. Oregon Revised Statutes require applications to:
  - a. Be drafted in consultation with the government of the city or county in which the project will be located;
  - b. Be drafted in consultation with the electric and water utilities in whose service territory the project will be located;
  - c. Document the consultation with local government and electric and water utilities; and
  - d. Incorporate feedback from a consulted party into the application, explain why the feedback was not incorporated, or attest that no feedback was received.
3. Applicants that are required to fill out this form must complete Sections 2 through 4, except that tribes applying for projects on tribal reservation or trust land may skip Section 2.
4. If any part of the project is within Oregon Department of Transportation right-of-way then also complete Section 5.
5. Please try to limit responses to the space provided. Additional documentation may be attached if needed.

## Section 2 – Local Government Consultation

Name of local government: \_\_\_\_\_

Local government staff contact name and title: \_\_\_\_\_

Staff email: \_\_\_\_\_ Staff telephone: \_\_\_\_\_

Was feedback received from the local government? ☐ Yes ☐ No

**Describe the consultation with the local government**, including any feedback received and how it was incorporated into the application. If feedback received was not incorporated into the application, explain why. You may attach copies of correspondence. If the applicant is a local government department, consult with other departments that may impact, or be impacted by, the project (e.g., public works, parks, urban forestry, planning, transportation, etc.).

**If no response was received** from the local government within 30 days of your request for feedback, please state that and attach documentation (e.g., copy of an email or letter) of your request for feedback.

### Section 3 – Electric Utility Consultation

Name of electric utility: \_\_\_\_\_

Electric utility staff contact name and title: \_\_\_\_\_

Staff email: \_\_\_\_\_ Staff telephone: \_\_\_\_\_

Was feedback received from the electric utility? ☐ Yes ☐ No

**Describe consultation with the electric utility**, including any feedback received and how it was incorporated into the application. If feedback received was not incorporated into the application, explain why. You may attach copies of correspondence. If there are multiple electric utilities in the project area, please attach additional sheets detailing the consultation each electric utility.

**If no response was received** from the electric utility within 30 days of your request for feedback, please state that and attach documentation (e.g., copy of an email or letter) of your request for feedback.

## Section 4 – Water Utility Consultation

Name of water utility: \_\_\_\_\_

Water utility staff contact name and title: \_\_\_\_\_

Staff email: \_\_\_\_\_ Staff telephone: \_\_\_\_\_

Was feedback received from the water utility? ☐ Yes ☐ No

**Describe consultation with the water utility**, including any feedback received and how it was incorporated into the application. If feedback received was not incorporated into the application, explain why. You may attach copies of correspondence. If there are multiple water utilities in the project area, please attach additional sheets detailing the consultation with each water utility. If a local government that runs the water utility is the applicant, consult with the department that controls the water utility. If the department that controls the water utility is the applicant, state that on this form; no consultation for Section 4 will be needed.

**If no response was received** from the water utility within 30 days of your request for feedback, please state that and attach documentation (e.g., copy of an email or letter) of your request for feedback.

## Section 5 – ODOT Notification

**Answer this question first:**

**Is your project within Oregon Department of Transportation (ODOT) right-of-way?**

☐ **No**

**Stop here! You do not need to fill out this section.**

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☐ **Yes**

**Continue. You must notify ODOT about your project.**

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Applicants for projects within ODOT right-of-way must notify the maintenance district in which the project will occur. ODOT may provide planting guidance and will have additional requirements for review and permitting of projects.

Look up your project's maintenance district and district contact information here:

<https://www.oregon.gov/odot/Maintenance/Pages/District-Contacts.aspx>

A [detailed map](#) is also available.

ODOT maintenance district for your project: \_\_\_\_\_

**I attest that I have notified the above listed ODOT maintenance district about my Community Green Infrastructure Project or Green Infrastructure Economic Development Project application.**

☐ By telephone

☐ By email

Date of notification: \_\_\_\_\_

ODOT staff contact name and title: \_\_\_\_\_

Applicant signature: \_\_\_\_\_