# TABLE OF CONTENTS

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction</td>
<td>1</td>
</tr>
<tr>
<td>Emergency Recovery Procedures</td>
<td>2</td>
</tr>
<tr>
<td>1. Disaster Event Occurs</td>
<td>2</td>
</tr>
<tr>
<td>2. Electronic Disaster Report (EDR)</td>
<td>2</td>
</tr>
<tr>
<td>3. Sponsor Request for Assistance</td>
<td>3</td>
</tr>
<tr>
<td>4. Damage Survey Report (DSR)</td>
<td>3</td>
</tr>
<tr>
<td>5. Approvals and Funding</td>
<td>3</td>
</tr>
<tr>
<td>6. Cooperative Agreement</td>
<td>3</td>
</tr>
<tr>
<td>7. Design, Planning, and Permitting</td>
<td>4</td>
</tr>
<tr>
<td>8. Construction</td>
<td>5</td>
</tr>
<tr>
<td>9. Project Closeout</td>
<td>5</td>
</tr>
<tr>
<td>Exigency</td>
<td>5</td>
</tr>
<tr>
<td>Request for Waivers</td>
<td>6</td>
</tr>
<tr>
<td>Request for Additional Funding</td>
<td>6</td>
</tr>
<tr>
<td>Typical Recovery Measures</td>
<td>6</td>
</tr>
<tr>
<td>Floodplain Easements</td>
<td>7</td>
</tr>
</tbody>
</table>

### APPENDICES

- Appendix A – Initial Coordination
- Appendix B – DSR Team
- Appendix C – Agency Contacts for Consultations and Permits
- Appendix D – EWP Program Flow Chart
EMERGENCY WATERSHED PROTECTION PROGRAM
TEXAS NRCS
EWP — EMERGENCY RECOVERY PLAN

Introduction

The U.S. Department of Agriculture (USDA) Natural Resources Conservation Service (NRCS) administers Federal assistance on state, tribal, and private lands to relieve imminent hazards to life and property created by a natural occurrence that causes a sudden impairment of a watershed. Natural occurrence includes, but is not limited to, floods, fires, windstorms, ice storms, hurricanes, typhoons, tornadoes, earthquakes, volcanic actions, slides, and drought. A watershed impairment exists when the ability of a watershed to carry out its natural functions is reduced to the point where an imminent threat to health, life, or property is created.

7 CFR 624 sets forth the requirements and procedures for Federal assistance through the Emergency Watershed Protection (EWP) Program administered by NRCS. The EWP Program Manual Parts 510-515 contains NRCS policy for administering the EWP Program. The EWP Program national SharePoint site maintains current information for EWP implementation: https://usdagcc.sharepoint.com/sites/nrcs_programs/watershed/EWP/

This ERP contains information to assist NRCS staff to efficiently and effectively implement EWP measures in the event of a natural disaster. The contents of this document are not intended to replace or alter the implementing regulations of the EWP Program. A generalized EWP Program implementation process is shown in Figure 1.

Figure 1 - Generalized EWP Process

Appendix D contains a more detailed EWP Flow Chart.
Emergency Recovery Procedures

EWP Program implementation and responsibilities are included in the EWPPM Part 510, Subpart A, Section 510.3.

The following describes Texas NRCS’s procedures for implementation of recovery measures for “Emergency” situations. Modifications to these procedures for “Exigency” situations (7 CFR 624.4(b)) are described at the end of this section.

1. Disaster Event Occurs
   a. When a watershed impairment occurs due to a natural disaster event, the District Conservationist (DC) serves as the local facilitator for EWP program activities.
   b. Immediately following a natural disaster event that could result in a watershed impairment, the local DC, or field staff will conduct a rapid survey to determine the extent of disaster-related damages (e.g. basic information, damage location/type/extent, photo). The Assistant State Conservationist-Field Operations (ASTC-FO) will compile survey information and send to the EWP Program State Program Manager (Michael Robison).
   c. The DC will invite potential project sponsors to participate in a rapid survey. The DC, with support from Zone and State staff (including the Public Affairs Specialist), will notify potential project sponsors about EWP assistance through telephone calls, email, local newspaper, etc. National EWP Program Web Site
   d. Emergency Declaration
      i. *Presidential Declaration*: FEMA is the lead federal agency for Presidentially declared natural disasters. When the President declares an area a major disaster area, the SPM will contact the FEMA point of contact (POC) will be the point of contact for ongoing coordination with FEMA, unless an alternate is assigned by the STC. All NRCS emergency work will be coordinated with FEMA or its designee. The SPM will also contact the Texas Emergency Management Agency and applicable County emergency managers. See Appendix A for a list of initial contacts.
      ii. *Local Natural Disasters*: When the STC declares that a watershed impairment exists poses a threat to health, life, or property, NRCS will assume the lead, provide assistance, and coordinate work with the appropriate Texas office of emergency preparedness and other Federal, tribal, or local agencies involved with emergency activities, as appropriate.

2. Electronic Disaster Report (EDR)
   If EWP assistance is anticipated, the STC will transmit this information to the National EWP Program Manager using the “Electronic Disaster Report” after the disaster event through the EWPP Tool: https://ewp.sc.egov.usda.gov/. The National EWP Program Manager will assign a Project Number for the event.
3. Sponsor Request for Assistance
   a. Sponsors must submit a formal request (via mail or email) to the STC for assistance within 60 days of the natural disaster occurrence, or 60 days from the date when access to the sites become available. The DC or SPM may provide potential sponsors a template letter for requesting assistance.
   b. The SPM will coordinate all requests for assistance and acknowledge to the Sponsor and ASTC-FO that a request for assistance was received.

4. Damage Survey Report (DSR)
   a. The ASTC-FO, SPM will establish an interdisciplinary DSR Team (Appendix B) to review potential EWP sites. See Part 512, Subpart A, Section 512.0 D. A team lead will be designated and be responsible for DSR data and completion of the CPA-52.
   b. The DC will contact the Sponsor to schedule a site visit.
   c. The DC in coordination with the SPM will contact agencies (Appendix C) to identify and initiate emergency consultation and coordination procedures as applicable.
   d. DSRs must be completed within 60 days of the sponsor’s request. The SPM is responsible for ensuring DSRs are completed correctly and determining eligibility and approval. The DSR will include a preliminary site investigation and cost estimate.

5. Approvals and Funding
   a. Once the STC approves the DSR in the EWPP Tool (https://ewp.sc.egov.usda.gov/), it will go to the national EWP PM for programmatic review, funding approval, and priority consideration.
   b. If funding is not available, the DSR will be added to a waitlist.
   c. If funding is available, the National EWP Program Manager will notify the SPM when funds are loaded in FMMI for the DSR, and this will represent that date funding has been made available by NHQ. The SPM will then notify the STC, ASTC-FO, DC, Financial Resource Specialist (FRS), and Sponsor that funds are available. Funds must be obligated, and construction complete within two hundred-twenty (220) calendar days of the date funds are allocated to the states (note: exigency situations timeline described below).
   d. The SPM will be responsible for all required implementation reports until the project is closed out.

6. Cooperative Agreement
   a. The SPM must have the role of Responsible Official (RO) for Grants & Agreements to create a new agreement. Submit an email to usdafpacbc@midatl.service-now.com to request the RO role. Instructions to accessing G&A, along with access to Reference Guides can be found at https://usdagcc.sharepoint.com/sites/nrcs_mgmtacquisitionsdiv/agreements/customer/SitePages/Home.aspx
   b. The SPM will coordinate with the sponsors to have the required forms completed to start the agreement drafting process by following the latest Grants & Agreements
Division (GAD) guidance. Visit https://usdagcc.sharepoint.com/sites/nrcs_programs/watershed/EWP/ for links to the latest GAD guidance.

c. The SPM will coordinate the development of a cooperative agreement consisting of:
   i. ADS-093 Notice of Grant and Agreement Award
   ii. Statement of Work (SOW) with general terms and conditions

d. The SPM will coordinate completion of the cooperative agreement through:
   i. Ensuring the approval of the ADS-093 and SOW with the GMS
   ii. Receiving sponsor and STC signatures on the cooperative agreement
   iii. Notifying and providing executed agreement copies to the sponsor and applicable NRCS staff

e. The STC will assign a NRCS Government Representative (GR) to each executed cooperative agreement for design and construction technical assistance. The NRCS GR is responsible for:
   i. Providing technical guidance to the sponsor
   ii. Keeping the ASTC-FO, DC, and SPM updated on project implementation
   iii. Record keeping, monitoring performance time, and construction oversight

f. If applicable, the STC will assign a Construction Inspector (CI) to assist the GR with construction oversight.

g. EWP funds may not be used to reimburse sponsors for work carried out prior to the signing of a cooperative agreement by NRCS.

h. The cooperative agreement should be signed by all parties within thirty (30) days of funding availability.

7. Design, Planning, and Permitting

a. A pre-design conference will be held with the sponsor to set design guidelines, schedule of work, and determine measures eligible for cost reimbursement.
   i. Attendees should include:
      (1) Sponsor’s technical representative and/or engineer
      (2) NRCS GR
   ii. Invitations may include, as applicable:
      (1) SPM
      (2) Local and Zone Staff
      (3) Cooperating Agencies
      (4) Permitting Agencies

b. The sponsor will submit the following to the NRCS GR for review and concurrence prior to design finalization:
   i. draft construction plans and specifications
   ii. quality assurance plan
   iii. operation and maintenance plan

c. The sponsor is responsible for obtaining any and all necessary real property rights, water rights, and regulatory permits. (Federal/State/Local)
8. Project Agreement and Construction
   a. EWP project agreements or contracts for technical and financial assistance to recovery measures includes:
      i. Force Account (Sponsor Personnel and Equipment)
      ii. Contracting Local Organization, CLO (Sponsor contacts some or all the work)
      iii. Federal Contract (100% NRCS)
   b. Construction of EWP measures may be accomplished by contracting, in-kind services, or a combination of both. The preferred EWP construction contract type used by Texas NRCS is a CLO, where the project sponsor arranges, awards, and administers the contract for the acquisition of services and the installation of the recovery measures
   c. Construction must be complete within two hundred-twenty (220) days for emergency projects and ten (10) days for exigency projects from the date of funding availability (additional information on exigency situations below). See EWPPM Part 512, Subpart B, Section 512.13
   d. The sponsor may submit partial payment requests in accordance with the cooperative agreement to the NRCS GR on form SF-270 “Request for Advancement or Reimbursement.” The NRCS GR will check and review payment requests and upon acceptance, will send to the SPM for review and submission to Grants and Agreements.
   e. If the construction work is deemed complete by the NRCS GR, the project is accepted, and as-built drawings, if applicable, are prepared by the sponsor. The NRCS GR will complete form NRCS-ADS-45 “Final Inspection and Certificate of Completion.”
   f. The sponsor will send the NRCS GR a request for final payment. The NRCS GR will review the final request and send to the SPM for approval. Before the final payment is approved, all deliverables in the SOW, including as-built drawings, must be provided by the sponsor.

9. Project Closeout
   a. After final payment is processed, Grants and Agreements closes out the cooperative agreement.
   b. Once all cooperative agreements are closed out for a disaster event and associated project number (i.e. 5XXX), the SPM will submit a Final Report to NHQ.

Exigency

Exigency means those situations that demand immediate action to avoid potential loss of life or property, where a second disaster event could compound the impairment, cause new damages, or the potential loss of life if action to remedy the situation is not immediately taken.

1. Priority EWP assistance is available to alleviate exigency situations. NRCS may approve assistance for temporary measures to relieve an exigency situation until a more acceptable solution can be designed and implemented.
2. Funds must be obligated, and construction completed within ten (10) calendar days after the date funds are allocated to the STC for exigency situations.

**Request for Waivers**

To the extent allowed by law, the NRCS Deputy Chief for Programs may waive any provision of the implementing regulations (7 CFR 624) or agency policy (EWP Program Manual Parts 510-515) when the agency makes a written determination that such waiver is in the best interest of the Federal government. See EWPPM Part 510, Subpart A, Section 510.4 and 7 CFR section 624.11

1. Waiver requests, except for a no cost performance time extension, are submitted by the STC to the NRCS Deputy Chief for Programs. A written request and explanation of need from the sponsor must be included in the request submitted to the Deputy Chief for Programs.

2. Waivers for no cost performance time extensions are requested using the GADSUM-5 form. The request must be submitted via ServiceNow no later than thirty (30) days prior to the agreement expiration, and a time extension request and justification from the Sponsors must accompany the GADSUM-5 form.

3. Visit [https://usdagcc.sharepoint.com/sites/nrcs_programs/watershed/EWP/](https://usdagcc.sharepoint.com/sites/nrcs_programs/watershed/EWP/) or contact the National EWP Program Manager for current information on obtaining a waiver.

**Request for Additional Funding**

Requests for additional funding of previously funded DSRs must be requested in writing from the STC to the Deputy Chief of Programs. The request must include sufficient documentation to justify additional financial and technical assistance funds. Visit [https://usdagcc.sharepoint.com/sites/nrcs_programs/watershed/EWP/](https://usdagcc.sharepoint.com/sites/nrcs_programs/watershed/EWP/) or contact the National EWP Program Manager for current information on obtaining a waiver.

**Typical Recovery Measures**

NRCS will only provide assistance for measures that:

1. Provide protection from additional flooding or soil erosion; and,
2. Reduce threats to life or property from a watershed impairment, including sediment and debris removal in floodplains and uplands; and
3. Restore the hydraulic capacity to the natural environment to the maximum extent practical; and
4. Are economically and environmentally defensible and technically sound.

Assistance is provided based upon the STC’s determination and justification during the DSR process and supported with a CPA-52. The PEIS is available on the National EWP website at: [https://www.nrcs.usda.gov/Internet/FSE/Documents/stelprdb1044020.pdf](https://www.nrcs.usda.gov/Internet/FSE/Documents/stelprdb1044020.pdf)
Below are potential EWP recovery measures; however, this is not an exhaustive list:

- **Streambank Protection and Stabilization** – Rigid and flexible facings and structural devices to resist erosion or scour adjacent to eligible sites. Typical sites to be protected would include roadways, city utilities and water impoundment structures.
  - Rock riprap bank armor
  - Rock riprap barbs and or weirs
  - Stacked concrete bags
  - Gabions (with or without shotcrete)
  - Sheet pilings
  - Grouted rock riprap bank armor
  - Bio-engineering with native vegetation

- **Road Crossings** – Abutment and armor protection at the intersection of existing roadways and concentrated stream flows.
  - Timber headwalls
  - Low water crossings (does not include repair of road surface)
  - Stacked concrete bag headwalls
  - Sloped rock riprap armor
  - Grouted rock riprap armor
  - Ditch stabilization measures (check dams, rock chutes, abutments, etc.)
  - Bridge abutment stabilization

- **Sediment and Debris Removal** – Removal and disposal of watershed obstructions for the purpose of restoring pre-storm channel capacity.
  - Removal of accumulated woody debris from stream channels
  - Removal of aggregate from stream channels and road crossings

- **PL-534 and PL-566 watershed structures** – Shaping, earthwork and/or rock riprap to repair damage to existing structures caused by an eligible storm event.
  - Floodwater Retarding Structures Sites
    - Auxiliary spillway repairs
    - Plunge basin repairs
    - Embankment shaping
  - Channelization project repairs
  - Grade stabilization structure repairs

- **Drainage channels, dikes, and irrigation canals**
- **Repair slope slides**
- **Repair scour around rigid structures**
- **Repair erosion from overtopping**

**Floodplain Easements**

NRCS may purchase floodplain easements as an emergency measure. Sponsors or individual landowners may request emergency assistance as a floodplain easement, and NRCS will only purchase easements from landowners on a voluntary basis. In cases where the same type of natural event occurs within a 10-year period and a structural measure has been installed or
repaired twice within that period using EWP assistance, then EWP assistance is limited to those sites eligible for the purchase of a floodplain easement.

1. Where applicable, floodplain easements should be considered for eligible sites where it is more economical and feasible to purchase an easement rather than implement or continue to implement recovery measures, referred to as “in lieu of recovery.”

2. If a qualified landowner is interested in an EWP floodplain easement, contact NRCS State Easement Specialist and provide the landowner the following:
   - State Easement Program Manager in coordination with the EWP SPM.

3. The State Easement Program Manager and EWP SPM will be the lead NRCS coordinator for easement acquisition.
APPENDICES

Appendix A – Initial Coordination
Appendix B – DSR Team
Appendix C – Agency Contacts for Consultations and Permits
Appendix D – EWP Program Flow Chart
Appendix A – Initial Coordination

Immediately following a disaster event, the SPM and DC, as applicable, will contact the following entities listed below. A single email to communicate EWP availability and establish a liaison may be sent initially.

Federal Emergency Management Agency (FEMA)

For "Presidentially declared" disasters, FEMA coordinates the federal government activities and is the lead federal agency. The NRCS SPM will coordinate NRCS recovery efforts with the appropriate FEMA official, if needed.

   FEMA Region 6
   https://www.fema.gov/r6-pa

Texas Emergency Management Agency

The state emergency agency may assist with identifying local Sponsors or points of contact for potential EWP projects.

   Texas Department of Emergency Management
   https://tdem.texas.gov/

Tribal Partners

American Indian tribe or tribal organizations respond to emergency activities and may be potential sponsors for EWP projects.

   Alabama-Coushatta Tribe of Texas
   Cecilia Flores
   Tribal Council Chairwoman
   Alabama-Coushatta Tribe of Texas
   571 State Park Road 56
   Livingston, Texas 77351
   Office: (936)563-1179
   Cell: (936)933-6084
   Cecilia.flores@actribe.org
   Or
   Gesse Bullock
   Alabama-Coushatta Tribe of Texas
   Wildland Fire/Fuels Coordinator
   (O)936-563-1119
   (C)936-433-9418
   bullock.gesse@actribe.org
   http://alabama-coushatta.com/
County Emergency Manager Coordinators

Emergency Managers for each county can be obtained by accessing the following web site:
https://www.ready.gov/texas

US Army Corps of Engineers – Emergency Operations

The 1986 MOA between USACE and USDA established coordination guidelines that apply independent of a major disaster or emergency declaration by the President.
USACE Fort Worth District Website:
https://www.swf.usace.army.mil/Missions/Emergency-Management/
USACE Galveston District Website:
https://www.swg.usace.army.mil/Missions/Flood-Risk-Management/
Appendix B – DSR Team

Once a project sponsor has requested assistance indicating they can fulfill all project sponsor responsibilities, the SPM/ASTC-FO/etc. will establish an interdisciplinary team to evaluate the site and complete the damage survey report (DSR). DCs may serve, as needed, on a DSR team. Local staff in a disaster area requiring NRCS participation as consultants must consider local personal damage/recovery needs prior to requiring the next nearest experienced staff being given primary DSR development responsibilities. Project Sponsors may participate on a DSR team as needed but at minimum they should be involved for locating, scope setting, and prioritizing the potential sites visited. Expertise recommended for the team should include the following disciplines shown below:

Disaster Name: ________________________________________________

Project Number (provided by NHQ): ________________________________

Sponsor: _______________________________________________________

<table>
<thead>
<tr>
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<th>Name(s)</th>
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<tbody>
<tr>
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<td></td>
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<tr>
<td>Engineering</td>
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<tr>
<td>Resource conservation and planning</td>
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<td>Economics</td>
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<td>Biology</td>
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<td>Cultural resources including archeology, anthropology, historic preservation</td>
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<tr>
<td>Contracting</td>
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<tr>
<td>Other disciplines/personnel as required</td>
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Appendix C – Agency Contacts for Consultations and Permits

When planning emergency recovery practices, NRCS will emphasize measures that are the most economical and can be accomplished by using the least damaging practical construction techniques and equipment that retain as much of the existing characteristics of the landscape and habitat as possible. Planning considerations are addressed in a single or multiple CPA-52 that are associated with a DSR. The CPA-52 may indicate the need for additional consultation outside of NRCS.

Upon request for assistance from a sponsor, the SPM/Team Lead/DC will immediately contact the following agencies to identify and initiate emergency consultation and coordination procedures between NRCS, the agency, and the sponsor, as applicable. While sponsors are responsible for obtain any necessary regulatory permits for EWP measures, NRCS facilitation of early communication will aid in efficient program execution.

US Army Corps of Engineers – Regulatory Program
Action – Potential need for Section 404 Clean Water Act permit.

USACE NWP 37 specifically addresses the NRCS EWP Program activities when dealing with “exigency” and “emergency” situations. When EWP recovery efforts require working in “waters of the U.S. and/or near navigable waters of the U.S.” the NRCS Environmental Specialist will coordinate all EWP activities and any needed mitigation with the USACE. The project sponsor will obtain all necessary permits prior to commencement of emergency EWP actions. Additionally, most USACE districts have procedures in place for special and emergency situations to streamline and/or expedite permit issuance. The USACE regulations define an “emergency” as “a situation which would result in an unacceptable hazard to life, a significant loss of property, or an immediate, unforeseen, and significant economic hardship if corrective action requiring a permit is not undertaken within a time period less than the normal time needed to process the application under standard procedures.”

For additional information see the following resource: https://www.usace.army.mil/Missions/Civil-Works/Regulatory-Program-and-Permits/Obtain-a-Permit/
State Historic Preservation Office
Action – NRCS compliance with Section 106 of the National Historic Preservation Act
Texas Historical Commission

A formal notification from the NRCS State Conservationist to the State Historic Preservation Officer (SHPO) is made when official commitment of NRCS funds is made to local sponsors. NRCS, as the lead federal agency, is responsible for consideration of cultural resources in accordance with Section 106 of the National Historic Preservation Act (NHPA). Procedures are derived from General Manual 420-401.25, Handbook 190-601.28, and the current Advisory Council for Historic Preservation (ACHP) and NRCS PPA followed where applicable under state law (The Texas Antiquities Code), along with the current TX-SHPO and NRCS State-level Prototype Programmatic Agreement (PPA) addresses how cultural resources consideration is
handled in emergencies, including when Emergency Watershed Protection (EWP) assistance is provided.

https://www.thc.texas.gov/contact

Tribal Historic Preservation Office(s)
Action – NRCS compliance with Section 106 of the National Historic Preservation Act
Kickapoo Traditional Tribe of Texas
Estavio Elizando, Chairperson 2212 Rosita Valley Road Eagle Pass, TX 78852
Phone: 830-773-2105
Fax: 830-757-9228
E-mail: estavio.m.elizondo@ktttribe.org
Jennie Hernandez, Tribal Administrator 2212 Rosita Valley Road
Eagle Pass, TX 78852 Phone: 830-421-5996
Fax: 830-757-9228
E-mail: jennie.hernandez@ktttribe.org

Ysleta del Sur Pueblo
Carlos Hisa, Tribal Governor
P.O. Box 17579 Ysleta Station
El Paso, TX 79917 Phone: 915-859-8053
Fax: 915-859-4252
Rick Quezada, Director of Cultural Preservation
P.O. Box 17579 Ysleta Station
El Paso, TX 79917 Phone: 915-859-7913
Fax: 915-859-4252
E-mail: rquezada@ydsp-nsn.gov

Alabama-Coushatta Tribe of Texas
JoAnn Battise, Chairperson 571 State Park Rd. 56
Livingston, TX 77351
Phone: 936-563-1100
Fax: 936-563-3184
E-mail: tcjabattise@actribe.org

Bryant J. Celestine, Tribal Historic Preservation Officer
571 State Park Rd. 56
Livingston, TX 77351
Phone: 936-563-1181
Fax: 936-563-1183
E-mail: Celestine.bryant@actribe.org

Tobine Alec, Section 106 571 State Park Rd. 56
Livingston, TX 77351
Phone: 936-563-1116
Fax: 936-563-1183
US Fish and Wildlife Service
Action – NRCS compliance with Section 7 of the Endangered Species Act, Fish and Wildlife Coordination Act, Migratory Birds Treaty Act, Bald and Golden Eagle Protection Act
Debra Bills Field Supervisor
2005 NE Green Oaks Blvd., Suite 140 Arlington, Texas 76006
Phone: 817/277-1100 Fax: 817/277-1129

Chuck Ardizzone Field Supervisor
17629 El Camino Real, Ste. 211 Houston, Texas 77058
Phone: 281/286-8282 Fax: 281/488-5882

Dawn Gardiner Deputy Field Supervisor
P.O. Box 81468 Corpus Christi, Texas 78468-1468
Phone: 361/994-9005 Fax: 361/994-8262

Adam Zerrenner Field Supervisor
10711 Burnet Rd., Ste. 200 Austin, Texas 78758
Phone: 512/490-0057 Fax: 512/490-0974

NOAA Fisheries Regional Office
Action – NRCS compliance with Section 7 of the Endangered Species Act for marine species, Section 305 of the Magnuson-Stevens Act (Essential Fish Habitat), Fish and Wildlife Coordination Act
Southeast Regional Office
263 13th Avenue South
St. Petersburg, FL 33701
Phone: (727) 824-5301
Fax: (727) 824-5320
https://www.fisheries.noaa.gov/contact/southeast-regional-office

Coastal Zone Management Agency
Action – Consistency with the Coastal Zone Management Act
The Texas General Land Office
ALPINE
Asset Inspection, Professional Services
500 West Avenue H, Box 2
Alpine, Texas 79830-6008
Phone: 432-837-3457
Fax: 432-837-3395
Hours are 8:00 a.m. to 5:00 p.m.
BROWNSVILLE
Oil Spill - Region 4
2145 EMS Lane
Brownsville, Texas 78521-2666
Phone: 956-504-1417
Fax: 956-504-0123
Hours are 8:00 a.m. to 5:00 p.m.

CORPORUS CHRISTI
Coastal Field Operations / Permit Service Center / Federal Consistency
602 N. Staples Street, Suite 240
Corpus Christi, Texas 78401
Coastal Field Operations Phone: 361-886-1600
Permit Service Center Phone: 361-886-1630
Fax: 361-888-9305

Oil Spill Offices – Region 3
602 North Staples, Suite 240
Corpus Christi, Texas 78401-2403
Phone: 361-886-1650
Fax: 361-888-9344

GALVESTON
Permit Service Center / Federal Consistency
Texas A&M University Galveston Campus
1001 Texas Clipper Road, Building 3026, Room 912
Galveston, Texas 77554
Phone: 409-741-4057
Fax: 409-741-4010
Toll Free: 866-894-7664

LA PORTE
Coastal Field Operations
11811 North D St.
La Porte, Texas 77571-9135
Phone: 281-470-1191
Fax: 281-470-8071

Oil Spill Offices - Region 2
11811 North D Street
La Porte, Texas 77571-9135
Phone: 281-470-6597
Fax: 281-470-6679
NEDERLAND/PORT ARTHUR
Oil Spill - Region 1
2300 Hwy. 365, Ste. 340
Nederland, Texas 77627-6256
Phone: 409-727-7481
Fax: 409-727-1261
Hours are 8:00 a.m. to 5:00 p.m.

PORT LAVACA
Oil Spill - Region 5
414 Travis St.
Port Lavaca, Texas 77979
361-552-8081
Fax: 361-552-7995
Hours are 8:00 a.m. to 5:00 p.m.
https://www.glo.texas.gov/contact/field-offices/index.html

Wild and Scenic River Managing Agency
Action – Consultation for the Wild & Scenic Rivers Act
National Park Service, Big Bend National Park
Rio Grande Wild and Scenic River
P.O. Box 129
Big Bend National Park, TX 79834
Phone 432-477-2251
Appendix D – EWP Program Flow Chart

Procedures can be followed in combination to make the most effective use of time.

Disaster Event Occurs → Rapid Survey
- Determine the extent of disaster-related damages → Electronic Disaster Report
- Submit to NHQ within five (5) working days after the disaster
- Receive EWP Project Number from NHQ

Initial Coordination
- Inform appropriate entities (FEMA, state emergency agencies, etc.) of potential EWP
- Notify potential sponsors and communicate program requirements

Sponsor Requests for Assistance
- Formal Request to STC within sixty (60) days of disaster or site access

Damage Survey Report (DSR)
- Establish DSR and CPA-52 Team
- DSRs must be approved by STC and submitted to NHQ within sixty (60) days of the sponsor’s request for assistance

Funding
- NHQ approves DSR and notifies EWP SPM
- NHQ allocates funds to state
- State notifies sponsor that funds are available for the DSRs

Cooperative Agreement
- Sponsor submits required forms to SPM/GMS
- Notice of G&A Award (ADS-093) and Statement of Work signed by Sponsor and NRCS

Pre-Design Conference
- NRCS and Sponsor meet to discuss design guidelines, eligible measures, and milestones

Plans & Specifications
- Sponsor submits drafts to NRCS for concurrence prior to finalization
- Sponsor provides copy of final construction plans and specs to NRCS

Aquire Land Rights and Permits
- The sponsor is required to obtain any necessary real property rights, water rights, and regulatory permits

Contracting
- If using contract, bid solicitation initiated and contract awarded
- If using in-kind forces, a plan of operations is created

Construction
- Construction must be complete within two hundred-twenty (220) days of the date funding is received for emergency projects and ten (10) days for exigency projects

Payment Requests
- Sponsor may request monthly payment requests
- Final payment requires final inspection by NRCS and deliverables as per agreement

Closeout
- After final payment, the cooperative agreement is closed
- Once all agreements are closed for a disaster event an EWP Final Report is submitted to NHQ