

**ADVISORY COUNCIL ON HISTORIC PRESERVATION
HUD PA CHECKLIST**

**Responsible Entity:
Programs Covered:**

**State:
HUD Region:**

PREAMBLE

- _____ Undertaking and nature of activities under the program are summarized
- _____ Agreement acknowledges that activities that may be funded could potentially result in adverse effects
- _____ HUD (24 CFR Part 50 programs) or responsible entity (24 CFR Part 58 programs) and funding source(s) are clearly identified
- _____ Additional federal agency involvement, if any, is identified
- _____ Clarifies roles and responsibilities of other parties in administering agreement
- _____ Clarifies who will be signatory, invited signatory or concurring party
- _____ Status of local historic properties survey is summarized
- _____ All shorthand references/acronyms are identified and used consistently throughout the agreement
- _____ Summary of how public, other consulting parties, and/or Indian tribes participated in development of the agreement

COORDINATION/STIPULATIONS

- _____ Introduction to stipulations clarifies that HUD or the responsible entity shall ensure that the terms of the PA are implemented
- _____ Every stipulation has an alphanumeric identifier
- _____ Protocols that establish procedures for identification, evaluation, and effects, and for developing binding avoidance, minimization or mitigation measures
- _____ Protocols that explain the roles and responsibilities of each party carrying out stipulations, including grantees and subrecipients
- _____ Obligation to provide guidance and briefing for recipients is described
- _____ Coordination with local administrative reviews is described

ADMINISTRATIVE PROVISIONS

The following are included:

- Duration*
- Amendment*
- Dispute resolution*
- Termination*
- Discoveries/unexpected effects*
- Monitoring/Reporting*
- Emergencies*
- Professional qualifications or oversight*
- Archaeological evaluation plan*
- Training provisions and outreach to the public and subgrantees*

OPTIONS

- NHL provision with requirement for inviting the National Park Service to consultation, if applicable in community
- Mentions ACHP Policy Statement on Affordable Housing and Historic Preservation
- Geographic depiction describing status of survey/program target areas
- Relationship to Preserve America goals and established Main Street programs
- Involvement of a local historic preservation commission

COMMENTS: