



STATE OF MICHIGAN

JENNIFER M. GRANHOLM
GOVERNOR

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY
LANSING

KEITH MOLIN
EXECUTIVE DIRECTOR

TO: All Grantees
FROM: Carolyn Cunningham, OCD Federal Compliance Specialist
RE: New Procedures for SHPO Section 106 Project Review
EFFECTIVE: September 23, 2009

Effective immediately, the process for contacting SHPO for review of project sites/housing units that are 50 or more years old are as follows:

REVISED SHPO REVIEW PROCEDURES. Do NOT send correspondence announcing your federal grant program. SHPO should only be contacted to request forms or a historic site review.

- a. Read, "Guidelines for Consulting with SHPO" (www.michigan.gov/mshda → Local Units and Nonprofits → Community Development Tools → Environmental Review → References) to determine if your project requires SHPO consultation and for detailed instructions for compliance with Section 106. (Not the same as NEPA.)
- b. Request from SHPO copies of inventory cards and Historic Significance Response Sheets that are required to initiate SHPO consultation.
- c. Complete 106 process as directed by SHPO for each project site requiring consultation and wait for written concurrence from SHPO before incurring any project costs.
- d. Once SHPO response is received, document on Environmental Checklist for Projects and file in the appropriate project file.
- e. Begin incurring project costs.

Questions about the Section 106 process and HUD-funded projects in Michigan should be directed to:

<http://mishporehab.wordpress.com>

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