

## Applicants

For persons or entities submitting under Executive Order 12372 – Intergovernmental review of Federal Programs (often this involves review shepherded by the Department for Local Government; e-Clearinghouse), please follow this guidance to receive comment on whether cultural resources survey is warranted for your project and in order to receive a comment or concurrence with *No Historic Properties Affected* or *No Adverse Effect*. In some instances, a finding of Adverse Effect may occur in which additional consultation is required.

Follow the link to [INHERIT](#) to access the Section 106 form. Once you have completed the form and gathered the supplemental documents listed in Section 6, upload all the documentation by dragging and dropping into INHERIT. If you have more than 15 separate documents, please put them in a zip file before dragging and dropping into INHERIT. Do not compress reports. Do not submit pdf portfolios. You will see a brief note indicating “Success!” when the documents have uploaded.

### Documents Required for Survey Consideration

- Section 106 Cover Sheet with Supporting Documentation
- Project Description
- Map(s)
- Photographs
- Email address for Point(s) of Contact
- Cover Letter Requesting Concurrence with Finding/Determination
- Results of a Preliminary Records Review from the [Office of State Archaeology](#) if there is any ground disturbance proposed for your project
- Results of a Preliminary Site Check from [KHC's Site Identification Team](#) Portal if there are above ground elements to your project

For large, complex projects such as [water/sewer lines](#) or [broadband expansion](#), special guidance is provided. Documents required for survey consideration or findings for undertakings include the results of a full Literature and Background Search with recommendations conducted by a qualified cultural resource consultant.

**Failure to submit the documents required will result in a request for additional information. The receipt of additional information will restart your 30-day review clock. If you are responding to our request for additional information, you must include the KHC number.**

If our review results in the recommendation of a cultural resources field survey, the applicant is responsible for contracting a Secretary of the Interior-qualified [professional](#) to complete that field survey and submit the resulting report to us for review.

or questions, please contact the Site Protection Program Administrator, [Nicole Konkol](#).