



HOW TO REQUEST ASSISTANCE

State, local government, and tribal officials who are interested in obtaining planning assistance under this program can contact the appropriate Corps office for further details. Alternatively, interested parties can contact the appropriate state or tribal PAS coordinator to request assistance. In either case, the Corps will coordinate all requests for assistance with the state or tribal PAS coordinator to ensure that studies are initiated on state or tribal prioritized needs. The sample request for assistance letter provided in this brochure can be used.

The following map shows the civil works boundaries of each USACE District office that conducts studies in Virginia:



COST SHARING AGREEMENT

SAMPLE REQUEST LETTER

(DATE)

[Virginia USACE Program Manager]
Planning Assistance to States Program Coordinator
Norfolk District, U.S. Army Corps of Engineers
803 Front Street
Norfolk, Virginia 23510

Dear [Virginia USACE Program Manager]:

This is in reference to the U.S. Army Corps of Engineers' (USACE) Planning Assistance to States Program. We understand that the provisions of Section 22 of the Water Resources Development Act of 1974 (Public Law 93-251), as amended, provides authority for USACE to assist in the preparation of comprehensive plans for the development, utilization, and conservation of water and related land resources. The (name of state, eligible Native American Indian tribe, local government, or other non-Federal entity) requests planning assistance for (briefly describe problem or need, including, if appropriate, the name of the body of water or waterway, and city, township, etc), in (county and state).

We would like to discuss the availability of information, required schedule, and level of effort required in order to negotiate the appropriate Cost Sharing Agreement to initiate a Section 22 study. Please contact (name, title, phone number) to arrange further discussion of this inquiry.

(Signature of Cooperating Agency)



US Army Corps
of Engineers®
Norfolk District

Virginia Planning Assistance to States Program
Manager 803 Front Street
Norfolk, Virginia 23507

PLANNING ASSISTANCE TO STATES VIRGINIA



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AUTHORITY AND SCOPE

The Planning Assistance to States (PAS) Program is authorized by Section 22 of the Water Resources Development Act (WRDA) of 1974 (Public Law 93-251), as amended. This act provides authority for the Corps of Engineers to assist the states, local governments, and other non-Federal entities to include, eligible Native American Indian tribes, in the preparation of comprehensive plans for the development, utilization, and conservation of water and related land resources.

PROGRAM DEVELOPMENT

The needed planning assistance is determined by the individual states and tribes. Every year, each state and eligible Native American Indian tribes provides the Corps of Engineers its request for studies under the program, and the Corps then accommodates as many studies as possible within the funding allotment. Typical studies are only planning level of detail; they do not include detailed design for project construction. These studies generally involve the analysis of existing data for planning purposes using standard engineering techniques, although some data collection is often necessary. Most studies become the basis for state, tribal, or local planning decisions.

TYPICAL STUDIES



The program can encompass many types of studies dealing with water resources issues. Types of studies conducted in recent years under the program to include the following:

- Water Supply and Demand Studies
- Water Conservation Studies
- Water Quality Studies
- Environmental Conservation/Restoration Studies
- Wetlands Evaluation Studies
- Dam Safety/Failure Studies
- Flood Damage Reduction Studies
- Flood Plain Management Studies
- Coastal Zone Management Studies

Examples of studies completed in the last few years by the Norfolk District include:

- Shallow Draft Navigation and Sediment Management Plans
- Chesapeake Bay Land Subsidence and Sea Level Change Study
- Small Oyster Restoration Studies
- Stream, Rainfall, and Water Quality Gauging Analysis
- Water Quality Studies to include review of Best Management Practices (BMPs)
- Stormwater Outfall Surveys



FUNDING

The PAS Program is funded annually by Congress. Nationwide annual funds may not exceed \$10 million, with not more than \$500,000 in any one year in any one state. Individual studies, of which there may be more than one per state or tribe per year, generally cost \$25,000 to \$75,000. These studies are cost shared on a 50 percent Federal—50 percent non-Federal basis. The study sponsor has the option of providing in-kind services for up to one half of its share of the study cost.

