

HPPD Checklist for BIRB Investment Concept Gate 1 Submissions

Complete this checklist for BIRB IC Gate 1 submissions. It references data fields in the Historic Property Project Documentation [\(HPPD\) workbook](#) and represents the *minimum required data fields* for BIRB IC Gate 1 submission. A completed HPPD workbook is required for BIRB Gate 3 (schematic design), but it should be filled out as much as possible throughout project planning. If the answer to question 2) is “N/A”, the HPPD workbook is not subsequently required. For more information, see [HPPD Overview](#).

PARK _____ PMIS _____ or AIRB ID _____

PROJECT TITLE _____

HPPD Data Field	Explanation	Best Professional Judgement	Information Sources Used
1) HPPD tab 1 Project Info #32: Has a Draft Area of Potential Effects (APE) been identified?	The APE is the “geographic area or areas within which an undertaking may directly or indirectly cause alterations in the character or use of historic properties, if any such properties exist. The APE is influenced by the scale and nature of an undertaking and may vary depending on the kinds of effects caused by the undertaking”.	☐ Yes ☐ No ☐ Unknown If “Yes”, enter information into HPPD workbook, Project Info #32.	☐ Cultural Landscape Report Treatment Plan ☐ Historic Structure Report Treatment Plan ☐ Park Management Plan ☐ Other:
2) HPPD tab 2 Admin data # 16/17: Have all the historic structures and cultural landscapes within the Draft APE been identified?	Park historic structures and cultural landscapes are identified by complete records in the CRIS database, or by National Register Nominations, Determinations of Eligibility (DOEs) or Consensus Determinations of Eligibility (CDOEs).	☐ Yes ☐ No ☐ Unknown ☐ N/A If “Yes”, enter information into HPPD workbook, Project Info #16 and #17.	☐ CRIS database ☐ NRIS database ☐ DOEs and CDOEs ☐ Other:
3) HPPD tab 1 Project Info #12/13: Have consulting parties and stakeholders associated with historic structures and cultural landscapes within the Draft APE been identified?	Consulting parties are individuals and organizations with a demonstrated interest in the undertaking. They help the NPS identify historic properties and make informed decisions about potential effects to them. Consulting parties include SHPO, THPO, Indian tribes, Native Hawaiian organizations, traditionally associated peoples, representatives from local governments, applicants for Federal assistance, permits, licenses or other approvals.	☐ Yes ☐ No ☐ Unknown ☐ N/A If “Yes”, enter information into HPPD workbook, Project Info #12 and #13.	☐ CRIS database ☐ Park's tribal contacts ☐ SHPO(s) ☐ THPO(s) ☐ Native Hawaiian organizations ☐ Alaska Native organizations ☐ Other: