

U.S. Environmental Protection Agency
Region III
Grants and Audit Management Branch



Intergovernmental Review
and
Single Points of Contact

FACT SHEET FOR APPLICANTS
INTERGOVERNMENTAL REVIEW PROCESS

When submitting your application for Federal assistance, please observe the following steps pertaining to the intergovernmental review process.

1. Identify whether or not the respective program is eligible for intergovernmental review under Executive Order (E.O.) 12372. A listing of EPA programs which are eligible for intergovernmental review can be found in the [April 29, 2004 Federal Register \(69 FR 23500\)](#). The Catalog of Federal Domestic Assistance (CFDA) also lists programs eligible for intergovernmental review under E.O. 12372. The CFDA listing can be found at <http://www.cfda.gov>, under "Search for Assistance Programs," then "By Programs Requiring Executive Order 12372 Review."
2. After confirming the program's intergovernmental review eligibility, indicate whether your application is subject to the process by responding to the E.O. 12372 question on the SF-424, Application for Federal Assistance.
3. If a program is eligible for the intergovernmental review process, you must respond accordingly on the application, and forward a copy of your completed application to your State Single-Point-of-Contact (SPOC). Before forwarding a copy of your application, you may call the SPOC directly to determine if that office has chosen to review the program.
4. If the SPOC has chosen not to review the program, or if your State does not have a SPOC, you must forward a copy of your completed application to the area-wide/regional/local planning agency (or agencies), so that they may have the opportunity to review your application for comment. You may consult your local EPA office to obtain contact information for the planning agency in your area.
5. Keep in mind that once you sign the SF-424, you are certifying that the SPOC or area-wide/regional/local planning agency (or agencies) has received or will receive a copy of your application. Your application might be considered deficient if a copy of your application is not forwarded to one of those agencies.
6. The application must be sent to the SPOC or area-wide/regional/local planning agency in a timely manner, in order for it to be reviewed before the end of the respective comment period. Under E.O. 12372, the comment period is 60 days for new and competitive awards, and 30 days for non-competing continuation awards.
7. If you subsequently receive comments about your application from the SPOC area-wide/regional/local planning agency (or agencies), you should forward them immediately to the EPA office (generally the awarding office) where you mailed your application package. Before making a funding decision, EPA is required to consider comments made by the SPOC or planning agency. Therefore, the awarding office may contact you to discuss concerns that may be raised by the SPOC or planning agency.

SINGLE POINTS OF CONTACT

<p>DELAWARE Meaghan Brennan, Director Office of Management and Budget Budget Development, Planning & Administration Haslet Armory, Third Floor 122 William Penn Street Dover, Delaware 19901 Telephone: (302) 739-4206 Fax: (302) 739-5661 Email: meagan.brennan@state.de.us</p>	<p>DISTRICT OF COLUMBIA Rashad M. Young, City Administrator Office of the City Administrator 1350 Pennsylvania Avenue, NW Suite 513 Washington, DC 20004 Telephone: (202) 478-9200 Fax: (202) 727-9898 Email: oca.eom@dc.gov</p>
<p>MARYLAND Linda C. Janey, J.D. Director, Maryland State Clearinghouse For Intergovernmental Assistance Maryland Department of Planning 301 West Preston Street, Room 1104 Baltimore, MD 21201-2305 Telephone: (410) 767-4490 Fax: (410) 767-4480 Email: linda.janey@maryland.gov</p>	<p>WEST VIRGINIA Mary Jo Thompson, Director Community Development Division West Virginia Development Office Building 6, Room 553 Capitol Complex Charleston, West Virginia 25305 Telephone: 304-558-2234 Fax: 304-558-3248 Email: mary.j.thompson@wv.gov</p>

Revised: 1/11/16

PENNSYLVANIA PLANNING COMMISSIONS

<p>ADAMS COUNTY PLANNING COMMISSION</p>	<p>Sherri Williams, Director Adams County Planning Commission Office of Planning and Development 19 Baltimore Street, Suite 101 Gettysburg, PA 17325 Telephone: (717) 337-9824 Fax: (717) 334-0786 Email: sclayton@adamscounty.us</p>
<p>ALLEGHENY COUNTY ECONOMIC DEVELOPMENT</p>	<p>Robert D. Hurley, Director Allegheny County Economic Development One Chatham Center, Suite 900 112 Washington Place Pittsburgh, PA 15291 Telephone: (412) 350-1000 Fax: (412) 471-1032 Email: rhurley@alleghenycounty.us</p>
<p>ARMSTRONG COUNTY PLANNING AND DEVELOPMENT</p>	<p>Richard L. Palilla, Executive Director Armstrong County Planning and Development 402 Market Street Kittanning, PA 16201 Telephone: (724) 548-3223 Fax: (724) 545-7050 Email: rlpalilla@co.armstrong.pa.us</p>
<p>BEAVER COUNTY PLANNING COMMISSION</p>	<p>Frank Mancini, Jr., Director Beaver County Planning Commission Courthouse 810 Third Street Beaver, PA 15009 Telephone: (724) 770-4420 Fax: (724) 775-3915 Email: fmancini@beavercountypa.gov</p>
<p>BEDFORD COUNTY PLANNING COMMISSION</p>	<p>Don Schwartz, Executive Director Bedford County Planning Commission 200 South Juliana Street Bedford, PA 15522 Telephone: (814) 623-4827 Fax: (814) 623-6455 Email: dschwartz@bedfordcountypa.org</p>
<p>BERKS COUNTY PLANNING COMMISSION</p>	<p>Shannon L. Rossman, AICP, Executive Director Berks County Planning Commission Berks County Services Center 633 Court Street, 14th Floor Reading, PA 19601 Telephone: (610) 478-6300</p>

	<p>Fax: (610) 478-6316 Email: planning@countyofberks.com</p>
BLAIR COUNTY PLANNING COMMISSION	<p>David W. McFarland, III, AICP, Director Blair County Planning Commission Courthouse 423 Allegheny Street, Suite 046 Hollidaysburg, PA 16648 Telephone: (814) 693-2080 Fax: (814) 696-3490 Email: dmcfarland@blairplanning.org</p>
BRADFORD COUNTY PLANNING COMMISSION	<p>Raymond J. Stolin, Director Bradford County Planning Commission 301 Main Street Towanda, PA 18848 Telephone: (570) 268-4103 Fax: (570) 268-4171 Email: stolinasr@bradfordco.org</p>
BUCKS COUNTY PLANNING COMMISSION	<p>Lynn T. Bush, Executive Director Bucks County Planning Commission The Almshouse, Neshaminy Manor Center 1260 Almshouse Road Doylestown, PA 18901 Telephone: (215) 345-3400 Fax: (215) 345-3886 Email: bcpc@co.bucks.pa.us</p>
BUTLER COUNTY PLANNING COMMISSION	<p>David Johnston, Director Butler County Planning Commission County Government Center, 5th Floor 124 West Diamond Street Butler, PA 16001 Telephone: (724) 284-5300 Fax: (724) 284-5315 Email: djohnsto@co.butler.pa.us</p>
CABRIA COUNTY PLANNING COMMISSION	<p>Ethan Imhoff, AICP, Executive Director Cambria County Planning Commission 401 Candlelight Drive, Suite 215 Ebensburg, PA 15931 Telephone: (814) 472-2106 Fax: (814) 472-4233 Email: eimhoff@co.cambria.pa.us</p>
CAMERON COUNTY PLANNING COMMISSION	<p>Jeffrey Ream, Chairman Cameron County Planning Commission Courthouse 20 East 5th Street Emporium, PA 15834 Telephone: (814) 486-2315 Email: jj_ream@hotmail.com</p>

CARBON COUNTY OFFICE OF PLANNING AND DEVELOPMENT	David Bodnar, Director Carbon County Office of Planning and Development Courthouse Annex P.O. Box 210 Jim Thorpe, PA 18229-0210 Telephone: (570) 325-3671 Fax: (570) 325-3303 Email: DavidBodnar@carboncounty.net
CENTRE COUNTY PLANNING COMMISSION	Robert B. Jacobs, Director Centre County Planning Commission Planning and Community Development Office Willowbank County Office Building 420 Holmes Street Bellefonte, PA 16823-1488 Telephone: (814) 355-6791 Fax: (814) 355-8661 Email: rbjacobs@centrecountypa.gov
CENTRE REGIONAL PLANNING AGENCY	Jim May, Director Centre Regional Planning Agency 2643 Gateway Drive, Suite 4 State College, PA 16801 Telephone: (814) 231-3050 Fax: (814) 231-3083 Email: jmay@crcog.net
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CLARION COUNTY DEPARTMENT OF PLANNING AND DEVELOPMENT	Twila Rifemberrick, Director Clarion County Department of Planning and Development Clarion County Administrative Building 330 Main Street, Room 12 Clarion, PA 16214 Telephone: (814) 226-4000 Fax: (814) 226-5275 Email: trifenberrick@co.clarion.pa.us
CLEARFIELD COUNTY PLANNING AND COMMUNITY DEVELOPMENT OFFICE	Jodi Brennan, Director Clearfield County Planning and Community Development Office 212 East Locust Street, Suite 128 Clearfield, PA 16830 Telephone: (814) 765-5149

	<p>Fax: (814) 765-6056 Email: ccp@clearfieldco.org</p>
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CRAWFORD COUNTY PLANNING COMMISSION	<p>Arlene Rodriguez, Director Crawford County Planning Commission Courthouse, 3rd Floor 903 Diamond Park Meadville, PA 16335 Telephone: (814) 373-2704 Fax: (814) 337-0457 Email: arodriguez@co.crawford.pa.us</p>
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ELK COUNTY PLANNING COMMISSION	<p>Matthew G. Quesenberry, Director Elk County Planning Commission Courthouse Annex 300 Center Street P.O. Box 448 Ridgway, PA 15853 Telephone: (814) 776-5335</p>

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FOREST COUNTY CONSERVATION DISTRICT AND PLANNING DEPARTMENT	<p>Donna L. Zofcin, Director Forest County Conservation District and Planning Department 526 Elm Street, Box 4 Tionesta, PA 16353 Telephone: (814) 755-3450 Fax: (814) 755-3539 Email: dzofcin@co.forest.pa.us</p>
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SOMERSET COUNTY PLANNING COMMISSION	Brad Zearfoss, Director Somerset County Planning Commission

	<p>300 North Center Avenue, Suite 540 Somerset, PA 15501 Telephone: (814) 445-1544 Fax: (814) 445-1575 Email: zearfossb@co.somerset.pa.us</p>
SOUTHERN ALLEGHENIES PLANNING AND DEVELOPMENT COMMISSION	<p>Brandon Carson, Executive Director Planning and Community Development Southern Alleghenies Planning and Development Commission 3 Sheraton Drive Altoona, PA 16601 Telephone: (814) 949-6506 Fax: (814) 949-6505 Email: bcarson@sapdc.org</p>
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TIOGA COUNTY PLANNING COMMISSION	<p>Jim Weaver, Director Tioga County Planning Commission 118 Main Street Wellsboro, PA 16901 Telephone: (570) 723-8251 Fax: (570) 723-8206</p>

	Email: jweaver@tiogacountypa.us
TRI-COUNTY REGIONAL PLANNING COMMISSION	Timothy P. Reardon, AICP, Executive Director Tri-County Regional Planning Commission Dauphin County Veterans Memorial Building 112 Market Street, 2 nd Floor Harrisburg, PA 17101 Telephone: (717) 234-2639 Fax: (717) 234-4058 Email: treardon@tcrpc-pa.org
UNION COUNTY PLANNING COMMISSION	Shawn McLaughlin, AICP, Director Union County Planning Commission Union County Government Center 155 North 15 th Street Lewisburg, PA 17837 Telephone: (570) 524-3840 Fax: (570) 524-3850 Email: SMcLaughlin@UnionCo.org
VENANGO COUNTY REGIONAL PLANNING COMMISSION	Judith Barrett, Executive Director Venango County Regional Planning Commission Courthouse, 1 st Floor 1168 Liberty Street Franklin, PA 16323 Telephone: (814) 432-9689 Fax: (814) 432-9679 Email: jbarrett@co.venango.pa.us
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WAYNE COUNTY DEPARTMENT OF PLANNING	Craig E. Rickard, Director Wayne County Department of Planning 925 Court Street Honesdale, PA 18431

	<p>Telephone: (570) 253-5970 Fax: (570) 253-5432 Email: wcpd@waynecountypa.gov</p>
WESTMORELAND COUNTY DEPARMEMENT OF PLANNING AND DEVELOPMENT	<p>Jason Rigone, Director Westmoreland County Department of Planning and Development 40 N Pennsylvania Avenue Fifth floor, Suite 520 Greensburg, PA 15601 Telephone: (724) 830-3600 Fax: (724) 830-3611 Email: wcplanning@co.westmoreland.pa.us</p>
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Revised: 1/11/16

VIRGINIA ASSOCIATION OF PLANING DISTRICT COMMISSIONS

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<p>4 – NEW RIVER VALLEY RC Kevin Byrd, AICP Executive Director New River Valley Regional Commission 6580 Valley Center Drive, Suite 124 Radford, VA 24141 Telephone: (540) 639-9313 Fax: (540) 831-6093 Email: kbyrd@nrvc.org</p>	<p>5 – ROANOKE VALLEY – ALLEGHENY RC Wayne G. Strickland, Executive Director Roanoke Valley-Allegheny Regional Commission P.O. Box 2569 Roanoke, VA 24010 Telephone: (540) 343-4417 Fax: (540) 343-4416 Email: wstrickland@rvarc.org</p>	<p>6 – CENTRAL SHENANDOAH PDC Bonnie Riedesel, Executive Director Central Shenandoah Planning District Commission 112 Mac Tanly Place Staunton, VA 24401 Telephone: (540) 885-5174 Fax: (540) 885-2687 Email: bonnie@cspdc.org</p>
<p>7 – NORTHERN SHENANDOAH VALLEY RC Martha Shickle, Executive Director Northern Shenandoah Valley Regional Commission 400 E. Kendrick Lane, Suite E Front Royal, VA 22630 Telephone: (540) 636-8800 Email: mshickle@nsvregion.org</p>	<p>8 – NORTHERN VIRGINIA RC G. Mark Gibb, Executive Director Northern Virginia Regional Commission 3040 Williams Drive, Suite 200 Fairfax, VA 22031 Telephone: (703) 642-4646 Fax: (703) 642-5077 Email: gmg@novaregion.org</p>	<p>9 – RAPPAHANNOCK-RAPIDAN RC Jeffrey Walker, AICP, Executive Director Rappahannock-Rapidan Regional Commission 420 Southridge Parkway, Suite 106 Culpeper, VA 22701 Telephone: (540) 829-7450 Fax: (540) 829-7452 Email: jpwalker@rrregion.org</p>

<p>10 – THOMAS JEFFERSON PDC Chip Boyles, Executive Director Thomas Jefferson Planning District Commission 401 E. Water Street P.O. Box 1505 Charlottesville, VA 22902-1505 Telephone: (434) 979-7310 Fax: (434) 979-1597 Email: cboyles@tjpd.org</p>	<p>11 – VIRGINIA’S REGION 2000 LOCAL GOVERNMENT COUNCIL Gary F. Christie, Executive Director Virginia’s Region 2000 Local Government Council 828 Main Street, 12th Floor Lynchburg, VA 24504 Telephone: (434) 845-5678 Fax: (434) 845-3493 Email: gchristie@region2000.org</p>	<p>12 - WEST PIEDMONT PDC David R. Hoback, Executive Director West Piedmont Planning District Commission P.O. Box 5268 1100 Madison Street Martinsville, VA 24115 Telephone: (276) 638-3987 Fax: (276) 638-8137 Email: dhoback@wppdc.org</p>
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<p>16 – GEORGE WASHINGTON RC Tim Ware, Executive Director George Washington Regional Commission 406 Princess Anne Street Fredericksburg, VA 22401 Telephone: (540) 373-2890 Fax: (540) 899-4808 Email: ware@gwregion.org</p>	<p>17 – NORTHERN NECK PDC Jerry W. Davis, Executive Director Northern Neck Planning District Commission 457 Main Street P.O. Box 1600 Warsaw, VA 22572 Telephone: (804) 333-1900 Fax: (804) 333-5274 Email: jdavis@nnpdc17.state.va.us</p>	<p>18 – MIDDLE PENINSULA PDC Lewis L. Lawrence III, Executive Director Middle Peninsula Planning District Commission 125 Bowden Street Saluda, VA 23149 Telephone: (804) 758-2311 Fax: (804) 758-3221 Email: llawrence@mppdc.com</p>
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Revised: 1/11/16