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Nationwide Rollout: ESA-FHWA Webtool

Webinar #2

July 23, 2009

Today's Webinar

1. Overview and Orientation to ESA-FHWA Webtool
2. Training Site
3. Production Site
4. Webtool Resources
5. Webtool National BA Template
6. Webtool Online File Cabinets
7. Q/A
8. End (12:30 p.m. PDT)

1. Overview and Orientation to ESA-FHWA Webtool

Purpose:

- To streamline BA development process.
- To promote BA consistency (among states, projects) and to facilitate collaboration

Features:

- ✓ Three regions – North, South, West.
- ✓ Resources to better understand BA development.
- ✓ Standardized Template to improve BA development.
- ✓ Online File Cabinets to improve coordination, collaboration, documentation.

2. Training Site

- ESA-FHWA Webtool training site is available at http://training.esafhwa.org/

- Also available as a direct link from ESA-FHWA national launch page (i.e., http://esafhwa.org)

Training Site (http://training.esafhwa.org/):

ESA FHWA - National - ESA Section 7 Consultation - Windows Internet Explorer

http://training.esafhwa.org/

ESA FHWA - National - ESA Section 7 Consultation

Enlarge Shrink Reset

National ESA FHWA Site >

U.S.Department of Transoortation
Federal Highway Administration

ESA Section 7 Consultation

Today is Thursday, July 23, 2009

Northern Region

Southern Region

Western Region

Training Site

What's New

FHWA's Nationwide Web BA Tool

!!!!!*** TRAINING SITE *****!!!!!**

Welcome to the ESA-FHWA Training Site! Please use this site to try the ESA-FHWA Webtool. All the same functionality and content are here as are at the actual production site. This is a site for you try try to create file cabinets for your projects, to build teams, to archive projects, etc. without concern for impacting the production environment. Remember, this is a training site and not an actual production site. When you are ready to do a real project you will need to return to the actual production site. If you have questions please feel free to use the "Contact Us" feature located below in the footer at the bottom of the page.

Welcome to the ESA-FHWA Website!

The ESA-FHWA Website is an online tool to streamline the process for preparing and submitting complete Biological Assessments (BAs) under Section 7 of the Federal Endangered Species Act for projects where the Federal Highway Administration (FHWA) is lead federal action agency.

3. Production Site

- Start with ESA-FHWA National Launch Page (http://esafhwa.org)

http://esafhwa.org: (1)

ESA FHWA - National - ESA Section 7 Consultation - Windows Internet Explorer

http://esafhwa.org/?alias=National

ESA FHWA - National - ESA Section 7 Consultation

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National ESA FHWA Site >

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Northern Region

Southern Region

Western Region

Training Site

What's New

FHWA's Nationwide Web BA Tool

Welcome to the ESA-FHWA Website!

The ESA-FHWA Website is an online tool to streamline the process for preparing and submitting complete Biological Assessments (BAs) under Section 7 of the Federal Endangered Species Act for projects where the Federal Highway Administration (FHWA) is lead federal action agency.

The ESA-FHWA Website is a tool for you. It contain many resources designed to "demystify" the BA development and review process, including library, glossary and FAQ resources, a downloadable National Biological Assessment Template with context sensitive instructions, region-specific contacts and resources, and online file cabinets for BA documentation and collaboration.

To start, click on your state below and you will be redirected to the home page for the FHWA region (Northern, Southern, or Western) where your state is located. From there you can begin by downloading the National BA template, reviewing the resources available to you, or setting up online file cabinets.

As a tool, we want to know how well the ESA-FHWA Website is working for you and how it can be

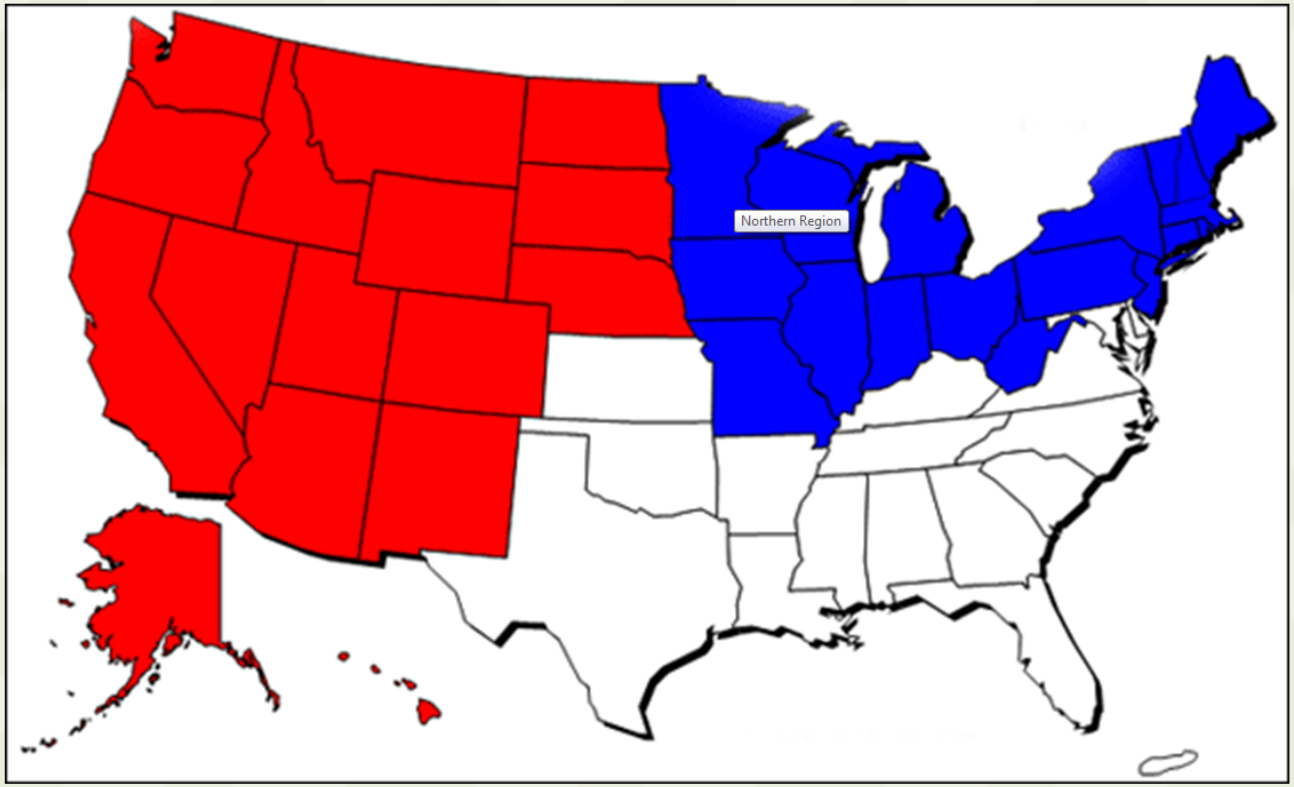
http://esafhwa.org: (2)

ESA FHWA - National - ESA Section 7 Consultation - Windows Internet Explorer

http://esafhwa.org/?alias=National

ESA FHWA - National - ESA Section 7 Consultation

improved. You can use the "Contact Us" feature located below in the footer to this page to share your thoughts or take our survey. By knowing what you think; together we can make this the best tool that it can be.



About Library Glossary Search FAQs Contact Us Site Map

Regional Welcome Pages: (1)

ESA FHWA - Northern Region - ESA Section 7 Consultation - Windows Internet Explorer

http://esafhwa.org/site/alias__north/15544/default.aspx

Enlarge | Shrink | Reset

National ESA FHWA Site > Northern Region > Welcome

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Northern Region | National BA Template | Online File Cabinets

- Welcome
- Federal Resources
- State Resources

Welcome

Welcome to the **FHWA Northern Region**. The FHWA Northern Region includes:

- **States DOTs** for Connecticut, Illinois, Indiana, Iowa, Maine, Massachusetts, Michigan, Minnesota, Missouri, New Hampshire, New Jersey, New York, Ohio, Pennsylvania, Rhode Island, Vermont, West Virginia and Wisconsin.
- **USFWS Regional Offices** for the Midwest Region (3) and Northeast Region (5).
- **NOAA Fisheries Regional Offices** for the Southeast Region and Northeast Region.

What's New

Much is always happening in the world of ESA. Keep up with the latest by visiting the news and media rooms of USFWS and NOAA Fisheries. The links below take you to news sites and media portals within

Regional Welcome Pages: (2)

ESA FHWA - Northern Region - ESA Section 7 Consultation - Windows Internet Explorer

http://esafhwa.org/site/alias_north/15544/default.aspx

ESA FHWA - Northern Region - ESA Section 7 Co...

[Note – Some of the Services regional offices provide RSS and Podcast feeds you can sign-up for. You can also shortcut the news and media sites you are most interested in to your desktop for faster access.]

National News

- USFWS News
- NOAA Fisheries News

Regional News

USFWS Region 3:

- Newsroom

Regional Welcome Pages: (3)

ESA FHWA - Northern Region - ESA Section 7 Consultation - Windows Internet Explorer

http://esafhwa.org/site/alias__north/15544/default.aspx

ESA FHWA - Northern Region - ESA Section 7 Co...

- Newsroom
- Inside the Region
- Endangered Species What's New

USFWS Region 5:

- Newsroom
- Issues in Depth
- Endangered Species What's New

NOAA Fisheries Southeast Region:

- Newsroom

NOAA Fisheries Northeast Region:

- Newsroom

About | Library | Glossary | Search | FAQs | Contact Us | Site Map

4. Webtool Resources

- Library
- Glossary
- Search
- FAQs

Library Resources: (1)

ESA FHWA - Northern Region - ESA Section 7 Consultation - Windows Internet Explorer

http://esafhwa.org/site/alias_north/15702/default.aspx

Enlarge | Shrink | Reset

National ESA FHWA Site >

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Northern Region | National BA Template | Online File Cabinets

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Introduction

The following are offered as links to additional information to help you in your efforts to better understand and develop BAs under the federal Endangered Species Act. These links are intended to take you to practical references and tools that can help to "demystify" the BA process. If you have other links or other materials that you think would be good to include in this library please let us know. You can let us know of additional helpful sites or materials by using this site's **Feedback Form** located below under the "Contact Us" footer at the bottom of this page. Thank you.

Library Contents

Look through this resource library to find information to help you through the BA writing processes. Information falls under the following sections:

1. Key Assistance Resources
2. Role of FHWA in the Consultation Process

Library Resources: (2)

ESA FHWA - Northern Region - ESA Section 7 Consultation - Windows Internet Explorer

http://esafhwa.org/site/alias__north/15702/default.aspx#sectionkey

ESA FHWA - Northern Region - ESA Section 7 Co...

1. Key Assistance Resources

The following key resources are particularly helpful for preparing accurate and effective BA documents.

- **USFWS Environmental Conservation Online System (ECOS)**
- **USFWS BMP Search Database**
- **NOAA Fisheries Critical Habitat Maps**
- **NOAA Fisheries Essential Fish Habitat Mapper**
- **FHWA National BA Template**
- **FHWA National BA Template Instructions**
- **BA and No Effect Checklist**
- **USEPA NEPAssist**
- **NatureServe Explorer**

2. Role of FHWA in the Consultation Process

- FHWA Memo Regarding Joint Agency Agreement On ESA's Formal Consultation Process
- Chart of FHWA Roles and Responsibilities
- Formal Consultation Process

Library Resources: (3)

Environmental Conservation Online System | ECOS - Windows Internet Explorer

http://ecos.fws.gov/ecos_public/index.do

Environmental Conservation Online System | ECOS

U.S. Fish & Wildlife Service

Environmental Conservation Online System

Welcome to ECOS! What is ECOS?

Login to ECOS

Public Applications

- ECOS Home
- Conservation Plans
- Critical Habitat for Threatened & Endangered Species
- ECOS Mapper
- Fish Passage Decision Support System (FPDSS)
- Species Reports
- Refuge Contaminant Assessments
- Information, Planning, and Consultation System (IPaC)

Related Sites

- Endangered Species Home Page
- Partners for Fish and

Success Story Copperbelly and mussels

Office Bloomington ESFO **Status** Active

The Bloomington Indiana Ecological Services Field Office, together with the Michigan and Ohio ES offices, is working with the Partners for Fish and Wildlife program, TNC, NRCS, State of Indiana, the NRDA program, and others, to conserve threatened, endangered and candidate species in the Fish Creek watershed of NE Indiana. We are providing private landowners a suite of technical assistance and financial incentives to restore wetlands and bottomland forest for the benefit of the White catspaw and Clubshell mussels, copperbelly watersnake, and Indiana bat. ... [Learn More]

Endangered Species

- Listed Species Summary
- All Threatened and Endangered Animals
- All Threatened and Endangered Plants
- Reclassified Species
- Delisted Species

Search for an endangered species by name

Submit

Critical Habitat

The Critical Habitat portal is an online service for information regarding Threatened and Endangered Species final Critical Habitat designation across the United States.

Visit the Critical Habitat Portal

Library Resources: (4)

Environmental Conservation Online System | ECOS - Windows Internet Explorer

http://ecos.fws.gov/ecos_public/index.do

Environmental Conservation Online System | ECOS

Assessments

Information, Planning, and Consultation System (IPaC)

Related Sites

Endangered Species Home Page

Partners for Fish and Wildlife

Coastal Program

Division of Environmental Quality

FWS Home Page

FWS Office Directory

Literature Search Services

Spatial Data Resources

Reclassified Species

Delisted Species

Search for an endangered species by name

Submit

regarding Threatened and Endangered Species final Critical Habitat designation across the United States.

Visit the Critical Habitat Portal

Improving Fish Passage

The Jim Woodruff Lock & Dam on the Apalachicola River, site of an FWS Fish Passage study.

View barriers to fish passage across the US.

Model the removal of a barrier in your watershed

Learn more about the problem of fish passage near you

Search FWS fish passage barrier database

Interactive Maps

The ECOS Mapper is a tool used to visualize information related to Environmental Conservation. It allows access to a number of interactive mapping utilities, as well as Web Mapping Services (WMS).

Use the ECOS Mapper

Use the Critical Habitat Mapper

Use the Fish Passage Mapper

Learn about ECOS Map Services

ECOS HOME | FWS Disclaimer | ECOS Disclaimer | FWS Homepage | Contact ECOS

Glossary Resources:

ESA FHWA - Northern Region - ESA Section 7 Consultation - Windows Internet Explorer

http://esafhwa.org/site/alias_north/15708/default.aspx

ESA FHWA - Northern Region - ESA Section 7 Co...

Enlarge | Shrink | Reset

National ESA FHWA Site >

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Northern Region | National BA Template | Online File Cabinets

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Introduction

This section of the ESA-FHWA Web tool provides a glossary of key terms often encountered when researching and writing Biological Assessments. In addition, the U.S. Fish and Wildlife Service also maintains a helpful glossary of key terms (click here) related to the Endangered Species Act. If there are terms you do not find here that you'd like to see added to the glossary, or terms already in the glossary that could use further clarification, please let us know (see **Feedback Form** located below under the "Contact Us" footer at the bottom of this page).

Glossary

0 - 9

303(d) list
Section 303(d) of the federal Clean Water Act requires States to periodically prepare a list of all surface waters in the state for which beneficial uses of the water (drinking, recreation, aquatic habitat, and

Search Resources: (1)

ESA FHWA - Northern Region - ESA Section 7 Consultation - Windows Internet Explorer

http://esafhwa.org/site/alias__north/hidden_pages_search/15703/search.aspx

ESA FHWA - Northern Region - ESA Section 7 Co...

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Northern Region | National BA Template | Online File Cabinets

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Introduction

Provided below are different search tools available to help you with your BA development and BA processing needs. Through these search capabilities you can:

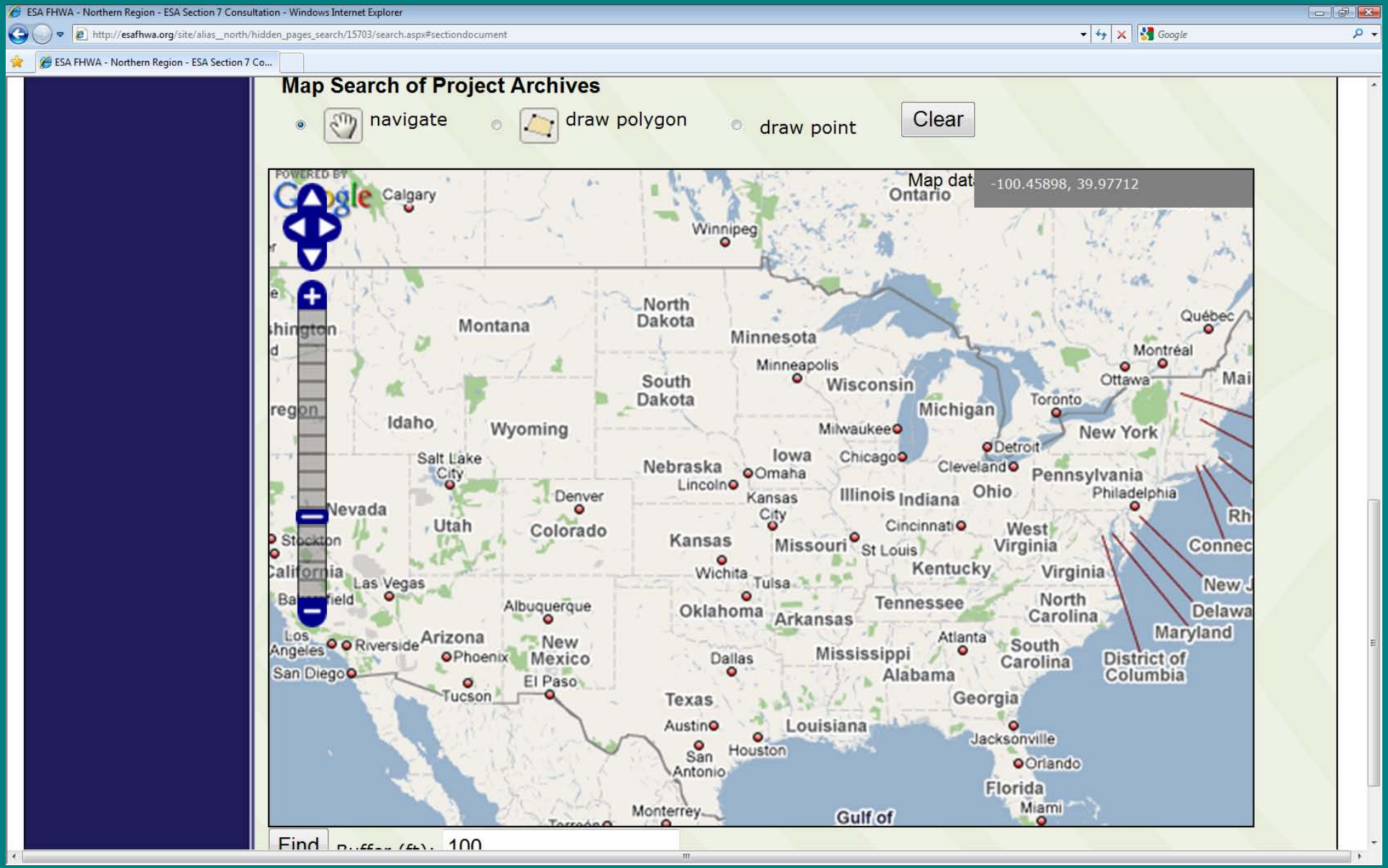
- Search through the project archives for past BAs and final documents to learn from, reference or use as a starting point for your BA.
- Identify historic and current projects in your area.

If you do not find what you need, you can also consult this Webtool's "Library," "Glossary" or "FAQs" sections located in the footer at the bottom of this page, or the "State Resources" and "Federal Resources" pages available through each of the three regional sites. Lastly, you can always contact us directly through the "Contact Us" feature located below in the footer at the bottom of this page.

Click on the link below to jump further down the page to the specific Search tool you wish to use.

- Conduct a Document Search of Project Archives
- Conduct a Map Search of Project Archives

Search Resources: (2)



FAQ Resources: (1)

ESA FHWA - Northern Region - ESA Section 7 Consultation - Windows Internet Explorer

http://esafhwa.org/site/alias__north/15704/default.aspx

ESA FHWA - Northern Region - ESA Section 7 Co...

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Northern Region | National BA Template | Online File Cabinets

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Introduction

This section of the web site provides answers to frequently asked questions regarding ESA Section 7 consultation, the online ESA consultation web tool, the National Biological Assessment template, and more! In addition, the U.S. Fish and Wildlife Service also maintains a list of frequently asked questions you can access by clicking here.

[Note: As questions by users of the ESA-FHWA Webtool are submitted through the "Contact Us" feature (located below in footer at bottom of page), they will in many cases be answered and posted as new FAQs. By doing so the knowledge base of the site will increase over time based on user demand.]

FAQs Content

Click on any of the following FAQ categories to jump down the page to that category:

- FAQs -- Key Terms (ESA Section 7 Consultation)
- FAQs -- Legal and Regulatory (ESA Section 7 Consultation)
- FAQs -- Process (ESA Section 7 Consultation)
- FAQs -- National BA Template
- FAQs -- Searching/Archiving
- FAQs -- Freedom of Information Act (FOIA)
- FAQs -- Personal Information
- FAQs -- Site Security

FAQ Resources: (2)

ESA FHWA - Northern Region - ESA Section 7 Consultation - Windows Internet Explorer

http://esafhwa.org/site/alias__north/15704/default.aspx#sectionterms

ESA FHWA - Northern Region - ESA Section 7 Co...

FAQs -- Key Terms (ESA Section 7 Consultation)

Q: A. What are "candidate species?"
Q: B. What are "proposed species?"
Q: C. What is "critical habitat?"
Q: D. What is the difference between an "endangered species" and a "threatened species?"
Q: E. What is "informal consultation?"

FAQs -- Legal and Regulatory (ESA Section 7 Consultation)

Q: A. What is the Endangered Species Act?
Q: B. Why must an action agency consult with the Services?
Q: C. What is the role of the Services in consultation?
Q: D. What is the purpose of reasonable and prudent measures and the terms and conditions that implement them?
Q: E. How should consultation occur for Emergencies?
Q: F. What are the federal agencies responsibilities when there is a non-federal representative?
Q: G. Is consultation required on proposed or candidate species?
Q: H. Is the request for a species list mandatory?
Q: I. Who determines the content of a Biological Assessment?
Q: J. How long is F[illegible]ltation?
Q: K. What information is needed to initiate formal consultation?
Q: L. When does consultation begin?
Q: M. What if there is a question of the sufficiency of data?
Q: N. What if the Services request additional data?
Q: O. What are the Services responsibilities in developing the BO?
Q: P. When is an Incidental Take Statement provided?
Q: Q. Do Incidental Take Statements always have exact numerical limits?
Q: R. What happens when the specified amount or extend of incidental take is exceeded?
Q: S. What are conservation recommendations?
Q: T. Are conservation recommendations part of the biological opinion?
Q: U. When is Formal Consultation terminated?

5. Webtool National BA Template

- Downloadable Word document providing Standardized Template for preparing BAs.

- Hotlinks and hypertext in the document providing link to Online Guidance and Instruction.

[Note: All online guidance and instruction is also available as a single downloadable .PDF document.]

Download Template, Instructions:

ESA FHWA - Northern Region - ESA Section 7 Consultation - Windows Internet Explorer

http://esafhwa.org/site/alias__north/15762/default.aspx

ESA FHWA - Northern Region - ESA Section 7 Co...

Consultation

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Northern Region | National BA Template | Online File Cabinets

- Download Template
- Process Overview
- Helpful Hints

Introduction

The National BA Template has been developed to help BA preparers produce high quality, consistent BA documents. The BA Template provides BA preparers with a structure and format for their BAs. The BA Template also contains hot linked help text throughout the document where BA preparers can access context sensitive assistance and guidance, i.e., assistance and guidance specific and relevant to that portion of the template.

Your input regarding the National BA Template iand its associated guidance is important to us. Please feel free to share your suggestions for improvement. You can offer your feedback through this site's "Contact Us" section located below in the footer to this page.

Download National BA Template

The links below provide you with direct access to the National BA Template and National BA Template Instructions. Using these will help you to ensure you are "covering the bases" and conducting the BA development process as efficiently and practically as possible.

- National BA Template (click to download)
- National BA Template Instructions (click to download)

Get Help

Template w/ Hyperlink Instruction: (1)

National BA Template (Read-Only) [Compatibility Mode] - Microsoft Word

Chapter 1 — Project Overview [instructions]

1.1. Federal Nexus [instructions]

Insert Starting Here -->

1.2. Project Description [instructions]

Insert Starting Here -->

1.3. Project Area and Setting [instructions]

Insert Starting Here -->

Template w/ Hyperlink Instruction: (2)

Help - Windows Internet Explorer

http://instructions.esafhwa.org/DesktopModules/help.aspx?project=0&node=536

ESA FHWA - Northern Reg... | Help

FHWA ESA Section 7 Instructions

H E L P

Section

1.3 Project Area and Setting

Briefly describe the project area as needed to help the reader understand the project components. The project area is defined as all the areas in which project activities will occur. The boundaries should be clearly indicated on a project vicinity map. Include references to the county, route, and milepost where the project is located. The text, graphics, photos, and map(s) should identify the project area's proximity to towns or other prominent landmarks as appropriate.

In describing the project setting, which encompasses the larger landscape, indicate the distance between the aquatic resource and the project area. Describe the roadway/aquatic resource relationship (e.g., the highway crosses Deer Creek via a single-span pony truss bridge). Ensure that the reader understands the project location and its geographic relationship to the water body or species habitats of concern. Photos, visualizations, and graphics can clearly illustrating this proximity.

Process Overview: (1)

ESA FHWA - Northern Region - ESA Section 7 Consultation - Windows Internet Explorer

http://esafhwa.org/site/alias__north/national_ba_template_process_overview/15768/process_overview.aspx

ESA FHWA - Northern Region - ESA Section 7 Co...

National ESA FHWA Site > National BA Template > Process Overview

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Federal Highway Administration

ESA Section 7 Consultation

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Northern Region | National BA Template | Online File Cabinets

- Download Template
- Process Overview
- Helpful Hints

Overview

The following provides a high-level introduction to Biological Assessments and the process for developing and using them. The purpose of this section is to provide you with a broad orientation and overview. This, along with this site's Helpful Hints (click here), National BA Template (click here) and National BA Template Instructions (click here), should provide you with the structure and assistance you need to help make your process of preparing Biological Assessments as efficient and straightforward as possible.

Click on the link below to jump further down the page to a category of interest.

- What's a BA.
- Typical BA Content.
- Overview of the BA Development Process.
- Get Help.

Process Overview: (2)

ESA FHWA - Northern Region - ESA Section 7 Consultation - Windows Internet Explorer

http://esafhwa.org/site/alias__north/national_ba_template_process_overview/15768/process_overview.aspx#sectiontypical

ESA FHWA - Northern Region - ESA Section 7 Co...

Typical BA Content

Biological Assessments include: (1) information concerning all species listed and proposed for listing under the ESA; (2) designated and proposed critical habitat that may be present in the action area of the project; and (3) the evaluation of potential effects of the project on such species and habitat. In general, the BA includes:

- Executive Summary
- Introduction
- Project description and overview
- Action area
- Occurrence of species and critical habitat in the action area
- Baseline within the action area
- Effects of proposed action on species, habitat, and critical habitats
- Cumulative effects
- Conclusions and effect determinations
- References
- Appendices (e.g., Species List from USFWS and NOAA Fisheries)

Overview of the BA Development Process

A. Understand the Process . . .

Helpful Hints:

ESA FHWA - Northern Region - ESA Section 7 Consultation - Windows Internet Explorer

http://esafhwa.org/site/alias__north/national_ba_template_helpful_hints/15769/helpful_hints.aspx

ESA FHWA - Northern Region - ESA Section 7 Co...

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Northern Region | National BA Template | Online File Cabinets

- Download Template
- Process Overview
- Helpful Hints

Introduction

The following provides you with helpful hints and quick tips for developing your BA and using the ESA-FHWA Webtool. Along with this site's Overview of the BA process (click here), National BA Template (click here) and National BA Template Instructions (click here), we hope to provide you with the structure and assistance you need to make your process of preparing BAs as efficient and straightforward as possible.

Contents

Click on any of the following BA process categories to jump down the page to that category:

1. Draft BA
2. DOT/FHWA Review
3. Ready to Consult
4. Submit to Services
5. Concurrence or BO
6. Re-initiation
7. Archive

Get Help

1. Draft BA

6. Webtool Online File Cabinets

- Set up individual project files
- Introduce map interface
- Establish project teams (share and store documentation)
- Discuss "roles" (project manager, team members)
- Introduce project e-mail and calendar
- Archive and retrieve completed BAs, BOs, Letters of Concurrence.

Sign-In:

ESA FHWA - Northern Region - ESA Section 7 Consultation - Windows Internet Explorer

http://esafhwa.org/site/alias__north/online_file_cabinets_view_file_cabinets/15746/view_file_cabinets.aspx

ESA FHWA - Northern Region - ESA Section 7 Co...

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Northern Region | National BA Template | Online File Cabinets

- View File Cabinets
- Online Tutorial
- Quick Tips

Introduction

The ESA-FHWA Online File Cabinets is a Webtool designed to help BA preparers collaborate with their colleagues during BA document preparation and development and with reviewers after the BA has been submitted. The Online File Cabinets tool also provides a means for BA submitters to indicate the status of their BA allowing FHWA to track the progress of submittals. You can access your Online File Cabinets through the log in feature below. You can also search the project archives for past (or current) projects near to or related to your project by accessing the Search feature located below in the footer at the bottom of the page.

[Note: The project archives will populate over time as completed BAs are archived in the system. The projects will not contain archived projects that have not been actively archived.]

Sign In to View File Cabinets

E-Mail: mary.gray@esafhwa.org

Password: •••••••

Remember Login

Sign-in

Send Password

Register

Register New User:

ESA FHWA - Northern Region - ESA Section 7 Consultation - Windows Internet Explorer

http://esafhwa.org/DesktopModules/Register/Register.aspx?tabID=0&alias=north

ESA FHWA - Northern Region - ESA Section 7 Co...

Name	Mary Gray
Company (optional)	FHWA
Address (optional)	
City (optional)	Olympia
Postal Code/Zip (optional)	
Country (optional)	United States
Province/State (optional)	Washington
Telephone (optional)	360/753-9487
Fax (optional)	
Send Newsletter	☑
Notification on uploads?	☑

Account information

E-Mail	mary.gray@esafhwa.org
Password	●●●●●●●
Confirm password	●●●●●●●

Register and Sign In Now

Add New Project: (1)

ESA FHWA - Northern Region - ESA Section 7 Consultation - Windows Internet Explorer

http://esafhwa.org/site/alias__north/online_file_cabinets_view_file_cabinets/15746/view_file_cabinets.aspx

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Edit profile | Logoff |

Northern Region | National BA Template | Online File Cabinets

- View File Cabinets
- BA Status Report
- Online Tutorial
- Quick Tips

Introduction

The ESA-FHWA Online File Cabinets is a Webtool designed to help BA preparers collaborate with their colleagues during BA document preparation and development and with reviewers after the BA has been submitted. The Online File Cabinets tool also provides a means for BA submitters to indicate the status of their BA allowing FHWA to track the progress of submittals. You can access your Online File Cabinets through the log in feature below. You can also search the project archives for past (or current) projects near to or related to your project by accessing the Search feature located below in the footer at the bottom of the page.

[Note: The project archives will populate over time as completed BAs are archived in the system. The projects will not contain archived projects that have not been actively archived.]

My File Cabinets

Add New

Add New On-line File Cabinet

Filter by Status: All

	Title ↓	Description	Status	Tracking No.
Edit	Mary Gray test	This is a test for the National Rollout Webinars.	Archived	1169

Get Help

This site contains many resources and capabilities to help answer your questions about the BA process

Add New Project: (2)

FHWA on-line file cabinet - Windows Internet Explorer

http://esafhwa.org/DesktopModules/EsaFhwa/Project/ProjectEdit.aspx?tabID=15746&alias=north&projectid=0&mid=26669&uid=3091&tmp=ProjectTemplate2009

FHWA on-line file cabinet

Title

Mary Gray Webinar Demo

Consultation Type

Formal

Location of Project Site

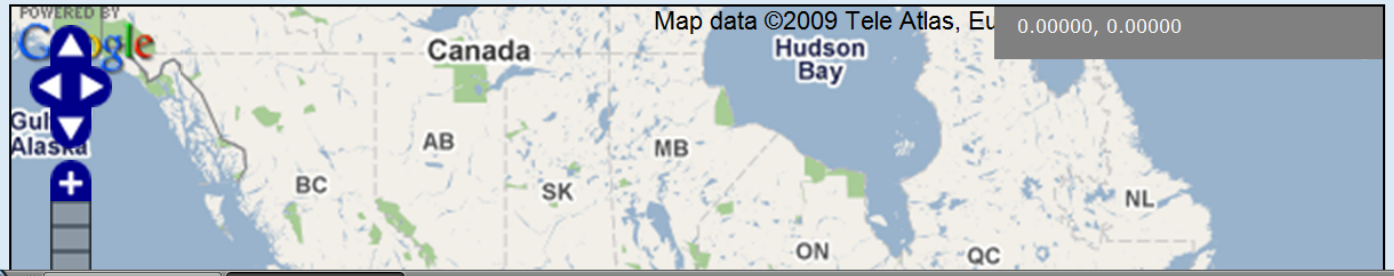
IL

Description

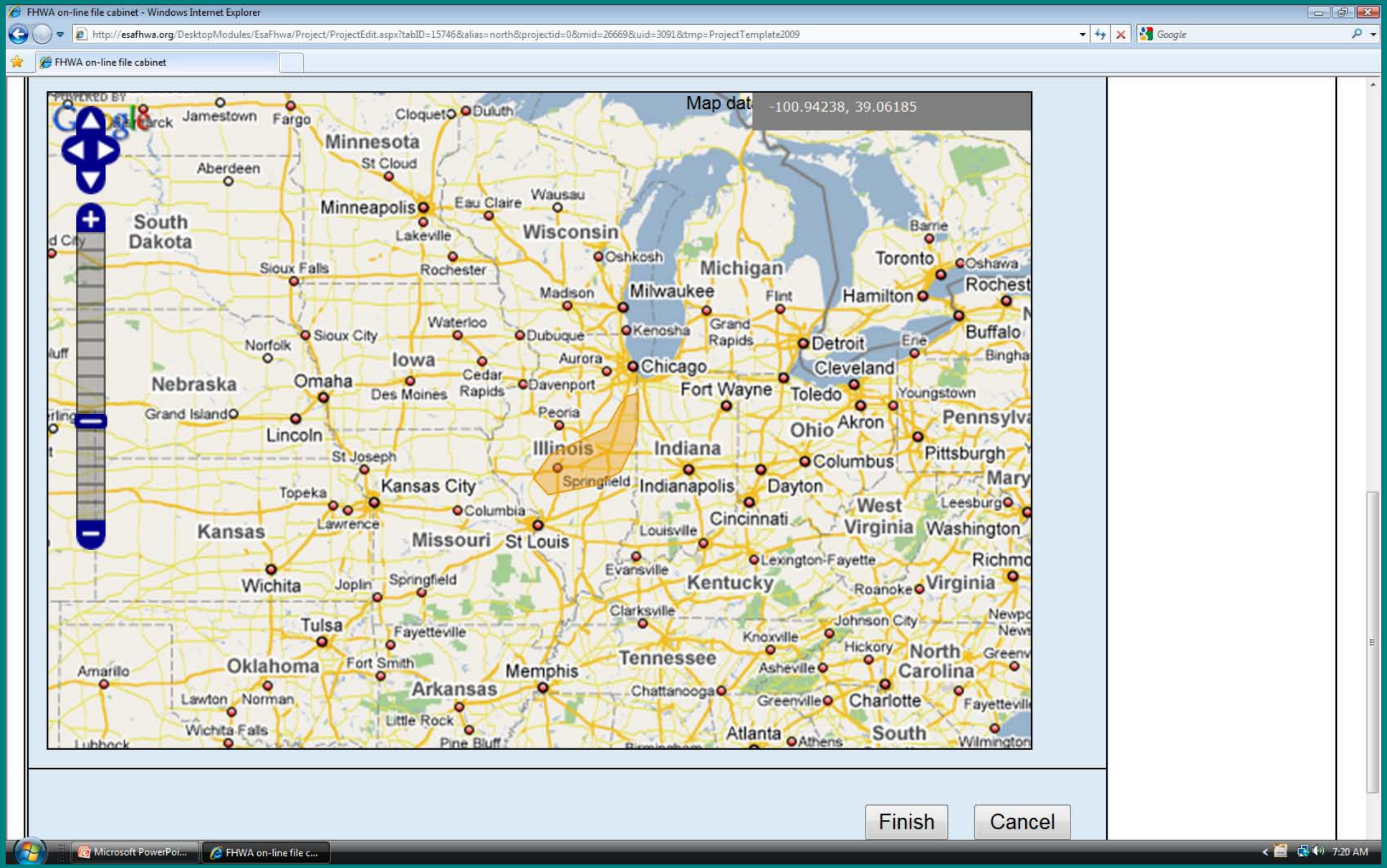
Demo of "Add Project" function.

Do you wish to be notified of file uploads?

navigate draw polygon draw point Clear



Add New Project: (3)



Add New Project: (4)

ESA FHWA - Northern Region - ESA Section 7 Consultation - Windows Internet Explorer

http://esafhwa.org/site/alias__north/online_file_cabinets_view_file_cabinets/15746/view_file_cabinets.aspx

File Edit View Favorites Tools Help

ESA FHWA - Northern Region - ESA Section 7 Co...

Northern Region | National BA Template | Online File Cabinets

- View File Cabinets
- BA Status Report
- Online Tutorial
- Quick Tips

Introduction

The ESA-FHWA Online File Cabinets is a Webtool designed to help BA preparers collaborate with their colleagues during BA document preparation and development and with reviewers after the BA has been submitted. The Online File Cabinets tool also provides a means for BA submitters to indicate the status of their BA allowing FHWA to track the progress of submittals. You can access your Online File Cabinets through the log in feature below. You can also search the project archives for past (or current) projects near to or related to your project by accessing the Search feature located below in the footer at the bottom of the page.

[Note: The project archives will populate over time as completed BAs are archived in the system. The projects will not contain archived projects that have not been actively archived.]

My File Cabinets

Add New

Filter by Status: All

	Title ↓	Description	Status	Tracking No.
Edit	Mary Gray test	This is a test for the National Rollout Webinars.	Archived	1169
Edit	Mary Gray Webinar Demo (Click to open the File Cabinet for this N-BA)	Webinar #2 Demo	Active	1176

Get Help

Microsoft PowerPoi... | ESA FHWA - Northe... | 7:23 AM

File Cabinets:

Mary Gray Webinar Demo - Windows Internet Explorer

http://esafhwa.org/site/alias_1176/0/Default.aspx

Mary Gray Webinar Demo

File Cabinet Home

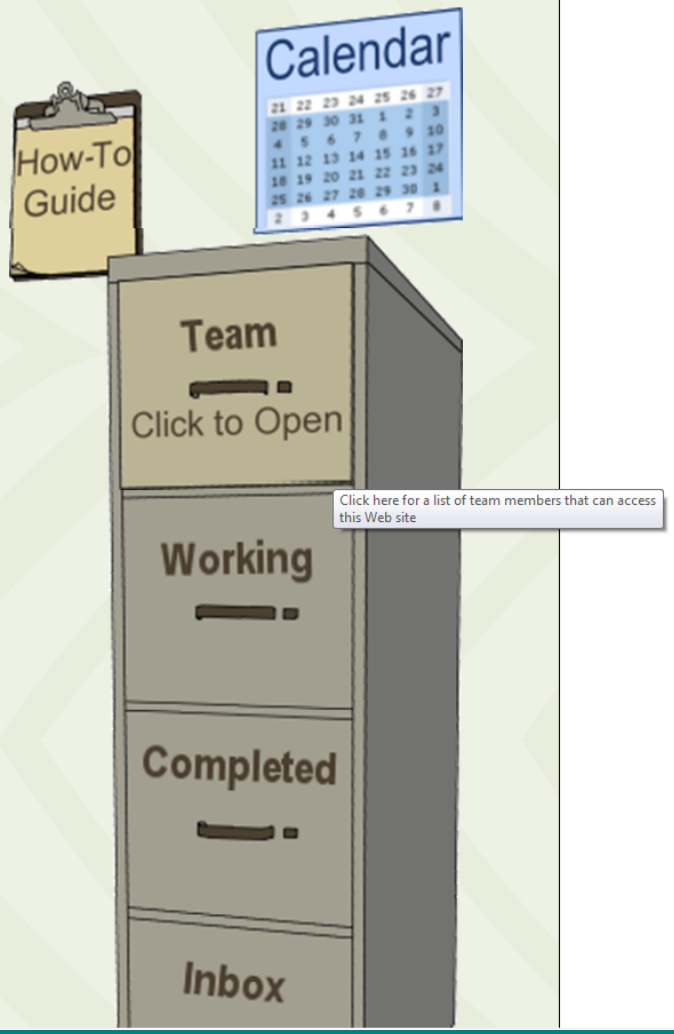
Mary Gray Webinar Demo

Description:

Webinar #2 Demo

N-BA Status:

Step	Status	% Complete
1. Draft BA	Not started	0%
2. Review by DOT/FHWA	Not started	0%
3. BA Ready for Consultation	Not started	0%
4. Submitted to Services	Not started	0%
5. Letter of Concurrence or BO Issued	Not started	0%
6. Re-initiation	Not started	0%
7. Archive	Not started	0%



Add Team Members: (1)

Mary Gray Webinar Demo - Windows Internet Explorer

http://esafhwa.org/site/alias_1176/16820/DesktopDefault.aspx?alias=1176&PageID=16820

Mary Gray Webinar Demo

Enlarge | Shrink | Reset

U.S.Department of Transoortation
Federal Highway Administration

Welcome Mary Gray (National Rollout Webinars)!

Mary Gray Webinar Demo

Today is Thursday, July 23, 2009

Edit profile

File Cabinet Home

Team

	Name	Role	Email	Phone
Edit	Mary Gray (National Rollout Webinars)	SiteManager	mary.gray@esafhwa.org	

Add Team Members: (2)

Mary Gray Webinar Demo - Windows Internet Explorer

http://esafhwa.org/site/alias_1176/16820/DesktopDefault.aspx?alias=1176&PageID=16820

Mary Gray Webinar Demo

Welcome Mary Gray (National Rollout Webinars)!

Mary Gray Webinar Demo

Today is Thursday, July 23, 2009

Edit profile |

File Cabinet Home

Team

Email:

Roles: TeamMember

Check this box if you would like to send an email message to the new us

Add User(s)

Cancel

samcasne@comcast.net

sandra_doran@fws.gov

schuyls@wsdot.wa.gov

scott.boettcher@cherrycrk.co

scott.hitchcock@dis.wa.gov

Add Team Members: (3)

Mary Gray Webinar Demo - Windows Internet Explorer

http://esafhwa.org/site/alias_1176/16820/DesktopDefault.aspx?alias=1176&PageID=16820

Mary Gray Webinar Demo

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Mary Gray Webinar Demo

Today is Thursday, July 23, 2009

Edit profile |

File Cabinet Home

Team

	Name	Role	Email	Phone
Edit	Mary Gray (National Rollout Webinars)	SiteManager	mary.gray@esafhwa.org	
Edit	Scott Boettcher	TeamMember	scott.boettcher@cherrycrk.com	
Edit	Scott Hitchcock	Reviewer	scott.hitchcock@dis.wa.gov	

Add Files: (1)

Mary Gray Webinar Demo - Windows Internet Explorer

http://esafhwa.org/site/alias_1176/0/Default.aspx

Mary Gray Webinar Demo

Mary Gray Webinar Demo

Today is Thursday, July 23, 2009 | Edit profile |

File Cabinet Home

Mary Gray Webinar Demo

Description:

Webinar #2 Demo

N-BA Status:

Step	Status	% Complete
1. Draft BA	In progress	15%
2. Review by DOT/FHWA	Not started	0%
3. BA Ready for Consultation	Not started	0%
4. Submitted to Services	Not started	0%
5. Letter of Concurrence or BO Issued	Not started	0%
6. Re-initiation	Not started	0%
7. Archive	Not started	0%

Add Files: (2)

Mary Gray Webinar Demo - Windows Internet Explorer

http://esafhwa.org/site/alias__1176/16821/files.aspx?tabID=0&alias=1176

Mary Gray Webinar Demo

Mary Gray Webinar Demo

Today is Thursday, July 23, 2009 Edit profile |

File Cabinet Home

Draft BA

Add New

Title Owner Last Updated

Supporting Documents

Add New

Title Owner Area Last Updated

Pictures

Add New

Add Files: (3)

Mary Gray Webinar Demo - Windows Internet Explorer

http://esafhwa.org/DesktopModules/Documents/DocumentsEdit.aspx?tabID=16821&alias=1176&mID=28366

Mary Gray Webinar Demo

U.S.Department of Transoortation
Federal Highway Administration

Welcome Mary Gray (National Rollout Webinars)!

Mary Gray Webinar Demo

Today is Thursday, July 23, 2009

Home | Edit profile |

Document detail

File title: Test

Category:

File upload: C:\Users\Scott Boettcher\Desktop\Test.d Browse...

Maximum upload file size is 200 MB

Apply Changes

Cancel

Add Files: (4)

Mary Gray Webinar Demo - Windows Internet Explorer

http://esafhwa.org/site/alias_1176/16821/files.aspx?tabID=0&alias=1176

Mary Gray Webinar Demo

Today is Thursday, July 23, 2009 Edit profile |

File Cabinet Home

Draft BA

Add New

	Title	Owner	Last Updated
Edit	Test	mary.gray@esafhwa.org	7/23/2009

Supporting Documents

Add New

	Title	Owner	Area	Last Updated
Edit	ESA-FHWA News	mary.gray@esafhwa.org		7/23/2009

Pictures

Add New

Willapa

Edit

[800 x 600]
109640 bytes

Completed Files: (1)

Mary Gray Webinar Demo - Windows Internet Explorer

http://esafhwa.org/site/alias_1176/0/Default.aspx

Mary Gray Webinar Demo

Mary Gray Webinar Demo

Today is Thursday, July 23, 2009 | Edit profile |

File Cabinet Home

Mary Gray Webinar Demo

Description:

Webinar #2 Demo

N-BA Status:

Step	Status	% Complete
1. Draft BA	In progress	100%
2. Review by DOT/FHWA	Not started	100%
3. BA Ready for Consultation	Not started	25%
4. Submitted to Services	Not started	0%
5. Letter of Concurrence or BO Issued	Not started	0%
6. Re-initiation	Not started	0%
7. Archive	Not started	0%

Completed Files: (2)

Mary Gray Webinar Demo - Windows Internet Explorer

http://esafhwa.org/site/alias_1176/16822/discussion.aspx?tabID=0&alias=1176

Mary Gray Webinar Demo

Enlarge Shrink Reset

U.S.Department of Transoortation
Federal Highway Administration

Welcome Mary Gray (National Rollout Webinars)!

Mary Gray Webinar Demo

Today is Thursday, July 23, 2009

Edit profile

File Cabinet Home

Completed BA Documents

Add New

Title Owner Area Last Updated

Completed Files: (3)

Mary Gray Webinar Demo - Windows Internet Explorer

http://esafhwa.org/site/alias_1176/16822/discussion.aspx?tabID=0&alias=1176

Mary Gray Webinar Demo

Enlarge | Shrink | Reset

U.S.Department of Transoortation
Federal Highway Administration

Welcome Mary Gray (National Rollout Webinars)!

Mary Gray Webinar Demo

Today is Thursday, July 23, 2009

Edit profile

File Cabinet Home

Completed BA Documents

Add New

	Title	Owner	Area	Last Updated
Edit	ESA-FHWA News	mary.gray@esafhwa.org		7/23/2009
Edit	Test	mary.gray@esafhwa.org		7/23/2009
Edit	Willapa	mary.gray@esafhwa.org		7/23/2009

Project Inbox: (1)

Mary Gray Webinar Demo - Windows Internet Explorer

http://esafhwa.org/site/alias_1176/16806/file_cabinet_home.aspx

Mary Gray Webinar Demo

Mary Gray Webinar Demo

Description:

Webinar #2 Demo

N-BA Status:

Step	Status	% Complete
1. Draft BA	Not started	0%
2. Review by DOT/FHWA	Not started	0%
3. BA Ready for Consultation	Not started	0%
4. Submitted to Services	Not started	0%
5. Letter of Concurrence or BO Issued	Not started	0%
6. Re-initiation	Not started	0%
7. Archive	Not started	0%

Project Inbox: (2)

Mary Gray Webinar Demo - Windows Internet Explorer

http://esafhwa.org/site/alias_1176/16823/default.aspx?tabID=0&alias=1176

Mary Gray Webinar Demo

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Welcome Mary Gray (National Rollout Webinars)!

Mary Gray Webinar Demo

Today is Thursday, July 23, 2009

Edit profile

File Cabinet Home

Inbox

inbox1176@esafhwa.org messages

	From	Subject	Date
	"MailEnable Administrator" <Postmaster>	New E-Mail Account Notification	7/23/2009 7:21:22 AM

< >

Project Inbox: (3)

Message regarding review criteria - Message (HTML)

Message | Insert | Options | Format Text | Adobe PDF

Send | Account | Paste | Corbel | 14 | Names | Follow Up | Spelling

Send | Clipbo... | Basic Text | Inclu... | Options | Proofing

Send | To... mary.gray@esafhwa.org; Hitchcock, Scott (DIS) <ScottH@DIS.WA.GOV>;

Cc... inbox1176@esafhwa.org

Account | Subject: Message regarding review criteria

Test – Message regarding review criteria . . . .

Scott B.

Project Inbox: (4)

Mary Gray Webinar Demo - Windows Internet Explorer

http://esafhwa.org/site/alias_1176/16823/default.aspx?tabID=0&alias=1176

Mary Gray Webinar Demo

Enlarge Shrink Reset

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Federal Highway Administration

Welcome Mary Gray (National Rollout Webinars)!

Mary Gray Webinar Demo

Today is Thursday, July 23, 2009

Edit profile

File Cabinet Home

Inbox

inbox1176@esafhwa.org messages

	From	Subject	Date
	Scott Boettcher <Scott.Boettcher@cherrycrk.com>	Message regarding review criteria	7/23/2009 8:05:01 AM
	"MailEnable Administrator" <Postmaster>	New E-Mail Account Notification	7/23/2009 7:21:22 AM

< >

Calendar: (1)

Mary Gray Webinar Demo - Windows Internet Explorer

http://esafhwa.org/site/alias_1176/16806/file_cabinet_home.aspx

Mary Gray Webinar Demo

Today is Thursday, July 23, 2009 | Edit profile

File Cabinet Home

Mary Gray Webinar Demo

Description:

Webinar #2 Demo

N-BA Status:

Step	Status	% Complete
1. Draft BA	Not started	0%
2. Review by DOT/FHWA	Not started	0%
3. BA Ready for Consultation	Not started	0%
4. Submitted to Services	Not started	0%
5. Letter of Concurrence or BO Issued	Not started	0%
6. Re-initiation	Not started	0%
7. Archive	Not started	0%

Calendar: (2)

Mary Gray Webinar Demo - Windows Internet Explorer

http://esafhwa.org/site/alias_1176/16819/calendar.aspx?tabID=0&alias=1176

Mary Gray Webinar Demo

U.S.Department of Transoortation
Federal Highway Administration

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Edit profile |

File Cabinet Home

Calendar

Add New

Add new event

<< July 2009 >>

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1

Calendar: (3)

Mary Gray Webinar Demo - Windows Internet Explorer

http://esafhwa.org/DesktopModules/Events/EventsEdit.aspx?tabID=16819&alias=1176&mID=28360

Mary Gray Webinar Demo

Style | Format | Font Arial | Size

Webinar #2 today for National Rollout of http://esafhwa.org

Where: Nationwide

When:

Start date: 7/23/2009

Start time:

All Day Event

Start At

11 : 00 AM

Expires: 7/23/2010

Apply Changes

Calendar: (4)

Mary Gray Webinar Demo - Windows Internet Explorer

http://esafhwa.org/site/alias_1176/16819/calendar.aspx?tabID=0&alias=1176

Mary Gray Webinar Demo

U.S.Department of Transoortation
Federal Highway Administration

Welcome Mary Gray (National Rollout Webinars)!

Mary Gray Webinar Demo

Today is Thursday, July 23, 2009

Edit profile

File Cabinet Home

Calendar

Add New

<< July 2009 >>

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23 Webinar #2	24	25
26	27	28	29	30	31	1

Edit **Webinar #2**

Nationwide

Webinar #2 today for National Rollout of http://esafhwa.org

How To Guide: (1)

Mary Gray Webinar Demo - Windows Internet Explorer

http://esafhwa.org/site/alias_1176/16806/file_cabinet_home.aspx

Mary Gray Webinar Demo

Mary Gray Webinar Demo

Today is Thursday, July 23, 2009 | Edit profile |

File Cabinet Home

Mary Gray Webinar Demo

Description:

Webinar #2 Demo

N-BA Status:

Step	Status	% Complete
1. Draft BA	Not started	0%
2. Review by DOT/FHWA	Not started	0%
3. BA Ready for Consultation	Not started	0%
4. Submitted to Services	Not started	0%
5. Letter of Concurrence or BO Issued	Not started	0%
6. Re-initiation	Not started	0%
7. Archive	Not started	0%

How To Guide: (2)

Mary Gray Webinar Demo - Windows Internet Explorer

http://esafhwa.org/site/alias__1176/16818/howto.aspx?tabID=0&alias=1176

Mary Gray Webinar Demo

Online Tutorial Content

The following Online Tutorial is desiged to answer your questions about using the ESA-FHWA Webtool. It covers more of the practical "nuts and bolts" of working in and using the ESA-FHWA Webtool and in particular the collaborative Online File Cabinets. In contrast, FAQs below (located in footer at bottom of page) are intended to cover process and policy-oriented questions you may have about ESA, FOIA, privacy, etc.

[Note: If questions you may have about working in and using the ESA-FHWA Webtool are not answered here, please let us know (through the "Contact Us" feature located below in the footer to this page) so we can add to and update Online Tutorial content. By doing so we can increase the overall knowledge base of the Tutorial for the benefit of all users.]

Contents

Click on the link below to jump further down the page to the Online Tutorial category of interest.

1. Introduction:

- Introduction
- Getting Started
- Accessibility
- Turning The Style Sheet Off
- Changing Text Size

2. Logging On:

- Creating An Account
- Registering Online
- Accepting An Invitation
- Sign In
- Forgotten Password

Project Status: (1)

Mary Gray Webinar Demo - Windows Internet Explorer

Mary Gray Webinar Demo

Mary Gray Webinar Demo

Today is Thursday, July 23, 2009 | Edit profile

File Cabinet Home

Mary Gray Webinar Demo

Description:

Webinar #2 Demo

N-BA Status:

Step	Status	% Complete
1. Draft BA	Not started	0%
2. Review by DOT/FHWA	Not started	0%
3. BA Ready for Consultation	Not started	0%
4. Submitted to Services	Not started	0%
5. Letter of Concurrence or BO Issued	Not started	0%
6. Re-initiation	Not started	0%
7. Archive	Not started	0%

Project Status: (2)

Mary Gray Webinar Demo - Windows Internet Explorer

http://esafhwa.org/DesktopModules/EsaFhwa/FileCabinet2009/jsaBaTasks/jsaBaTasksEdit.aspx?tabID=16806&alias=1176&ItemID=1329&mid=28339

Mary Gray Webinar Demo

Style | Format | Font Arial | Size

Built team. Downloaded template. Started drafting.

% Complete: 15 %

Status: In progress

Priority: Normal

Assigned To: Mary Gray, Scott Boettcher

Start Date: 7/23/2009

Due Date: 7/23/2010

Apply Changes

Project Status: (3)

Mary Gray Webinar Demo - Windows Internet Explorer

http://esafhwa.org/site/alias_1176/16806/DesktopDefault.aspx?alias=1176&PageID=16806

Mary Gray Webinar Demo

Mary Gray Webinar Demo

Today is Thursday, July 23, 2009 | Edit profile |

File Cabinet Home

Mary Gray Webinar Demo

Description:

Webinar #2 Demo

N-BA Status:

Step	Status	% Complete
1. Draft BA	In progress	15%
2. Review by DOT/FHWA	Not started	0%
3. BA Ready for Consultation	Not started	0%
4. Submitted to Services	Not started	0%
5. Letter of Concurrence or BO Issued	Not started	0%
6. Re-initiation	Not started	0%
7. Archive	Not started	0%

Project Status: (4)

Mary Gray Webinar Demo - Windows Internet Explorer

http://esafhwa.org/DesktopModules/EsaFhwa/FileCabinet2009/jsaBaTasks/jsaBaTasksView.aspx?tabID=16806&alias=1176&ItemID=1329&mid=28339

Mary Gray Webinar Demo

Enlarge | Shrink | Reset

U.S.Department of Transoortation
Federal Highway Administration

Search FHWA | Feedback

Welcome Mary Gray (National Rollout Webinars)!

Mary Gray Webinar Demo

Today is Thursday, July 23, 2009

Home | Edit profile |

Step Detail

Title:	1. Draft BA
Description:	Built team. Downloaded template. Started drafting.
% Complete:	15
Status:	In progress
Priority:	Normal
Assigned To:	Mary Gray, Scott Boettcher
Start Date:	7/23/2009
Due Date :	7/23/2010

Cancel

Created by support@esafhwa.org on 7/18/2009 9:34:07 AM
Modified by mary.gray@esafhwa.org on 7/23/2009 8:23:18 AM

Archiving Projects: (1)

Mary Gray Webinar Demo - Windows Internet Explorer

http://esafhwa.org/site/alias_1176/0/Default.aspx

Today is Thursday, July 23, 2009 | Edit profile

File Cabinet Home

Mary Gray Webinar Demo

Description:

Webinar #2 Demo

N-BA Status:

Step	Status	% Complete
1. Draft BA	In progress	100%
2. Review by DOT/FHWA	Not started	100%
3. BA Ready for Consultation	Not started	100%
4. Submitted to Services	Not started	100%
5. Letter of Concurrence or BO Issued	Not started	100%
6. Re-initiation	Not started	0%
7. Archive	Not started	50%

Archiving Projects: (2)

Mary Gray Webinar Demo - Windows Internet Explorer

http://esafhwa.org/site/alias_1176/16822/discussion.aspx?tabID=0&alias=1176

Mary Gray Webinar Demo

Enlarge Shrink Reset

U.S.Department of Transportation
Federal Highway Administration

Welcome Mary Gray (National Rollout Webinars)!

Mary Gray Webinar Demo

Today is Thursday, July 23, 2009

Edit profile

File Cabinet Home

Completed BA Documents

Add New

	Title	Owner	Area	Last Updated
Edit	ESA-FHWA News	mary.gray@esafhwa.org		7/23/2009
Edit	Test	mary.gray@esafhwa.org		7/23/2009
Edit	Willapa	mary.gray@esafhwa.org		7/23/2009

Archiving Projects: (3)

ESA FHWA - Northern Region - ESA Section 7 Consultation - Windows Internet Explorer

http://esafhwa.org/site/alias__north/online_file_cabinets_view_file_cabinets/15746/view_file_cabinets.aspx

File Edit View Favorites Tools Help

ESA FHWA - Northern Region - ESA Section 7 Co...

Northern Region | National BA Template | Online File Cabinets

- View File Cabinets
- BA Status Report
- Online Tutorial
- Quick Tips

Introduction

The ESA-FHWA Online File Cabinets is a Webtool designed to help BA preparers collaborate with their colleagues during BA document preparation and development and with reviewers after the BA has been submitted. The Online File Cabinets tool also provides a means for BA submitters to indicate the status of their BA allowing FHWA to track the progress of submittals. You can access your Online File Cabinets through the log in feature below. You can also search the project archives for past (or current) projects near to or related to your project by accessing the Search feature located below in the footer at the bottom of the page.

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My File Cabinets

Add New

Filter by Status: All

	Title ↓	Description	Status	Tracking No.
Edit	Mary Gray test	This is a test for the National Rollout Webinars.	Archived	1169
Edit	Mary Gray Webinar Demo	Webinar #2 Demo	Active	1176

Click to edit settings for this File Cabinet

Get Help

Archiving Projects: (4)

Mary Gray Webinar Demo - Windows Internet Explorer

http://esafhwa.org/DesktopModules/EsaFhwa/Project/ProjectEdit.aspx?tabID=15746&alias=north&projectid=1176&mid=26669&uid=3091

File Edit View Favorites Tools Help

Mary Gray Webinar Demo

Title

Mary Gray Webinar Demo

Consultation Type

Formal

Status

Active

Active
Dormant
Archived

Location of Project Site

IL

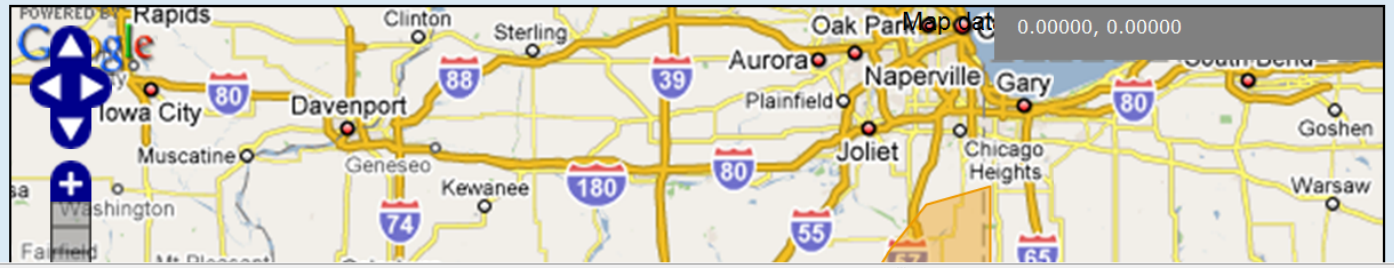
Description

Webinar #2 Demo

Do you wish to be notified of file uploads?

Delete this File Cabinet

navigate draw polygon draw point Clear



Archiving Projects: (5)

ESA FHWA - Northern Region - ESA Section 7 Consultation - Windows Internet Explorer

http://esafhwa.org/site/alias__north/online_file_cabinets_view_file_cabinets/15746/view_file_cabinets.aspx

File Edit View Favorites Tools Help

ESA FHWA - Northern Region - ESA Section 7 Co...

Edit profile | Logon |

Northern Region | National BA Template | Online File Cabinets

- View File Cabinets
- BA Status Report
- Online Tutorial
- Quick Tips

Introduction

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My File Cabinets

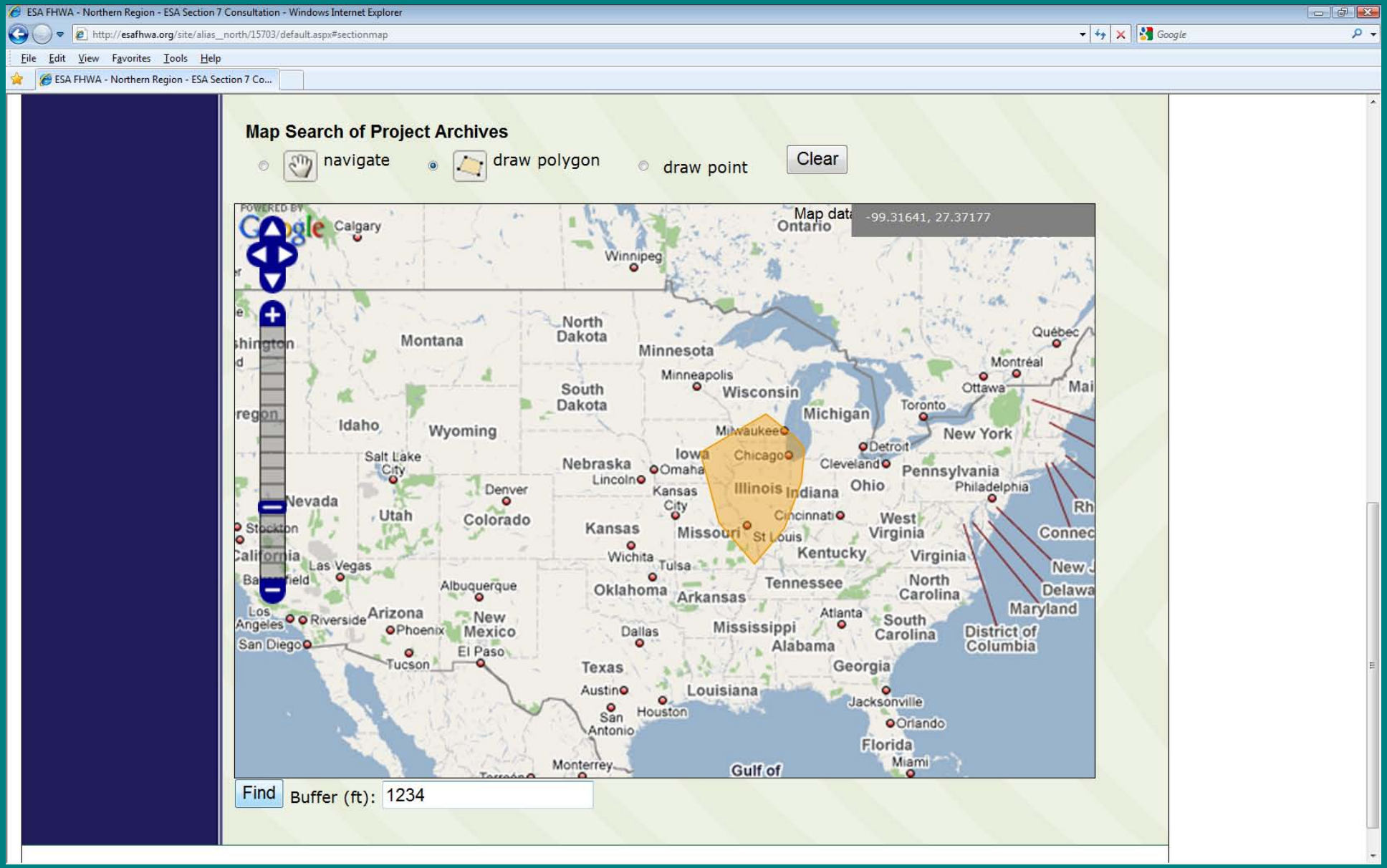
Add New

Filter by Status: All

	Title ↓	Description	Status	Tracking No.
Edit	Mary Gray test	This is a test for the National Rollout Webinars.	Archived	1169
Edit	Mary Gray Webinar Demo	Webinar #2 Demo	Archived	1176

Get Help

Archiving Projects: (6)



Archiving Projects: (7)

ESA FHWA - Northern Region - ESA Section 7 Consultation - Windows Internet Explorer

http://esafhwa.org/site/alias__north/15703/DesktopDefault.aspx?alias=north&PageID=15703

File Edit View Favorites Tools Help

ESA FHWA - Northern Region - ESA Section 7 Co...

- Glossary
- Search
- FAQs
- Contact Us
- Site Map

processing needs. Through these search capabilities you can:

- Search through the project archives for past BAs and final documents to learn from, reference or use as a starting point for your BA.
- Identify historic and current projects in your area.

If you do not find what you need, you can also consult this Webtool's "Library," "Glossary" or "FAQs" sections located in the footer at the bottom of this page, or the "State Resources" and "Federal Resources" pages available through each of the three regional sites. Lastly, you can always contact us directly through the "Contact Us" feature located below in the footer at the bottom of this page.

Click on the link below to jump further down the page to the specific Search tool you wish to use.

- Conduct a Document Search of Project Archives
- Conduct a Map Search of Project Archives

Document Search of Project Archives

Search

Map Search of Project Archives

Title	Description	Tracking No.
Mary Gray Webinar Demo	Webinar #2 Demo	1176

Start Over

Archiving Projects: (8)

Mary Gray Webinar Demo - Windows Internet Explorer

http://esafhwa.org/site/alias_1176/0/default.aspx

File Edit View Favorites Tools Help

Mary Gray Webinar Demo

Project Summary

Mary Gray Webinar Demo

Description: Webinar #2 Demo

Location: IL

Documents

Title	Last Updated
ESA-FHWA News	7/23/2009
Test	7/23/2009
Willapa	7/23/2009

How to Access This Site

To access this site you must be a registered user with an account and password. If you have an account, use the form below to sign-in.

E-Mail:

Password:

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Sign-in

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BA Status Report:

ESA FHWA - Northern Region - ESA Section 7 Consultation - Windows Internet Explorer

http://esafhwa.org/site/alias__north/online_file_cabinets_ba_status_report/16316/DesktopDefault.aspx?alias=north&online_file_cabinets_ba_status_report&PageID=16316

Today is Thursday, July 23, 2009

Edit profile | Logoff |

Northern Region | National BA Template | Online File Cabinets

- View File Cabinets
- BA Status Report
- Online Tutorial
- Quick Tips

BA Status Report

Filter by Region: All

Title	Date Submitted	Type*	State	Region**	1	2	3	4	5	6	7
8006.82 Route 17 Upgrade to I-86: Exits 122A to 126	10/24/2008	i	NY	N	√	√	√	√			
8006.84 Rte 17 to I-86 Conversion Exit 131, Town of Monroe, Orange County	1/22/2009	i	NY	N	√	√	√	182			
8463.15 Slope Failure, Ulster County, Rosendale, NY	NA	i	NY	N	√	22					
Fort Drum Connector	11/1/2007	f	NY	N	√	√	√	√			
Fort Drum Connector PIN 7804.26	NA	f	NY	N							
north	NA	f	NY	N							
Ocean State Parkway Bikeway -- Jones Island, NY	10/1/2005	i	NY	N	√	√	√	√	√		

Quick Tips: (1)

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http://esafhwa.org/site/alias__north/online_file_cabinets_quick_tips/15745/quick_tips.aspx

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Introduction

The following quick tips are provided to help you complete each of the steps for the ESA-FHWA Webtool's BA development and submittal process. Please feel free to seek clarification if a step or action is not clear. You can do so through the "Contact Us" feature located beow in the footer to this page. Individual states may want to supplement this with their own state-specific process and procedures.

Quick Tips

1. Draft BA

- Create new Online File Cabinet. (*DOT Lead*)
- Create accounts for document preparation team. (DOT/*Authors*)
- Use National BA Template to create Draft BA document. (DOT/*Authors*)
- Update status table start/end dates. (DOT/*Authors*)
- Enter important comments. (DOT/*Authors*)
- Indicate Draft BA status as "in progress." (DOT/Authors)
- Post events on calendar to help coordinate team. (DOT/*Authors*)
- Use Files Drawer to share documents with team. (*Everyone with access*)
- Use Inbox Drawer as an administrative record. (*Everyone with access*)
- Change status to "complete" when draft is posted and DOT Lead has been notified. (DOT/*Authors*)

Quick Tips: (2)

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http://esafhwa.org/site/alias__north/online_file_cabinets_quick_tips/15745/quick_tips.aspx

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2. DOT/FHWA Review

- Update status table start/end dates. (DOT/*Author*)
- Enter important comments. (*DOT/Author*)
- Notify DOT to initiate BA review process. (*Author*)
- BA finalized by DOT/FHWA, change status to "complete." (*DOT*)

3. Ready to Consult

- This task is a milestone.
- Indicate status is "complete." (*DOT*)
- Update status table start/end dates. (*DOT*)
- Enter important comments. (*DOT*)

4. Submit to Services

- Convert final BA documents to PDF. (DOT/*Author*)
- Limit upload size to 200 MB. (DOT/*Author*)
- Post files and photos separately if necessary. (DOT/*Author*)
- Delete unnecessary files from Files Drawer. (DOT/*Author*)

7. Q/A

8. End

- **Thank you!!**

- **Comments, questions, suggestions . . . .**
  - Send us an e-mail → support@esafhwa.org
  - Tell us through our survey → http://www.surveymonkey.com/s.aspx?sm=oIKoakSUbHlwQxYCEgRaEA_3d_3d
  - Contact us directly → Mary Gray, 360/753-9487, mary.gray@esafhwa.org

- **Webinar materials will be posted to ESA-FHWA Webtool**

- **Remember the training site is a good resource for you.**