



PUBLIC NOTICE

US Army Corps
of Engineers
Rock Island District

Issued: March 18, 2020

INFORMATIONAL PUBLIC NOTICE – MAIL PROCESSING PROCEDURES

Request for Electronic Submissions

1. Due to Coronavirus precautions, effective the date of this Public Notice, the Rock Island District Regulatory Branch is requesting all incoming correspondence be submitted electronically.
2. If you know that your application/request has already been assigned to a project manager (PM), please email the PM directly with any additional project information.
3. Please submit all new joint application requests via email. Email address for projects within the Rock Island District's Regulatory boundary in Illinois and Missouri is IllinoisMRegulatory@usace.army.mil and email address for projects within the Rock Island District's Regulatory boundary in Iowa is iowaregulatory@usace.army.mil. To assist us with this effort and to help expedite the processing of your request, please provide the following information in the body of your email and provide a completed joint application form for ALL new requests:
 - A. Applicant/Requestor/Client Contact Information (Name, Address, Phone, Email Address):
 - B. Detailed narrative describing the project purpose:
 - C. Location description of project area (Section/Township/Range, Address or Lat/Long, City, County, State):
 - D. Type of Request (Pre-application Meeting, Jurisdictional Determination, Regional, Nationwide Permit, Individual Permit, Letter of Permission, Letter of No Objection, No Permit Required, etc.):
 - E. Supporting documentation (maps, plans, delineations, etc.) must be included in your e-mail submission. All e-mails must be less than 10mb in size.
4. If electronic submission is not possible, hard copy submissions through postal mail will continue to be accepted but will result in delayed processing times. Hard copy submissions should only be provided when electronic submissions are not possible. Precautionary internal mail handling procedures may be instituted to protect our workforce, which may result in longer than normal processing times.

Mr. Ward Lenz
Regulatory Branch Chief
Rock Island District
US Army Corps of Engineers