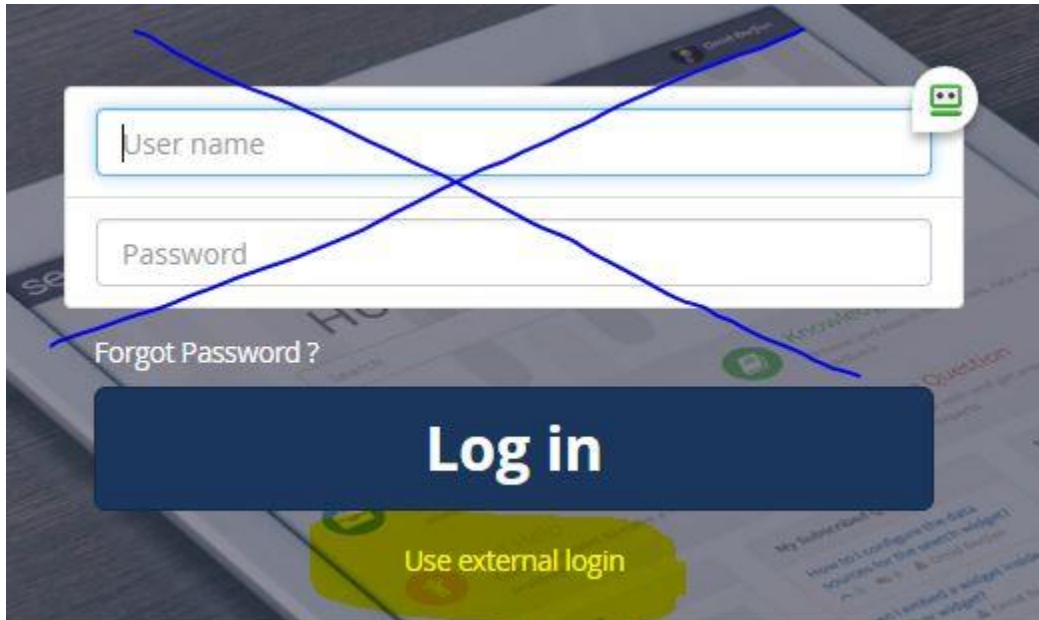


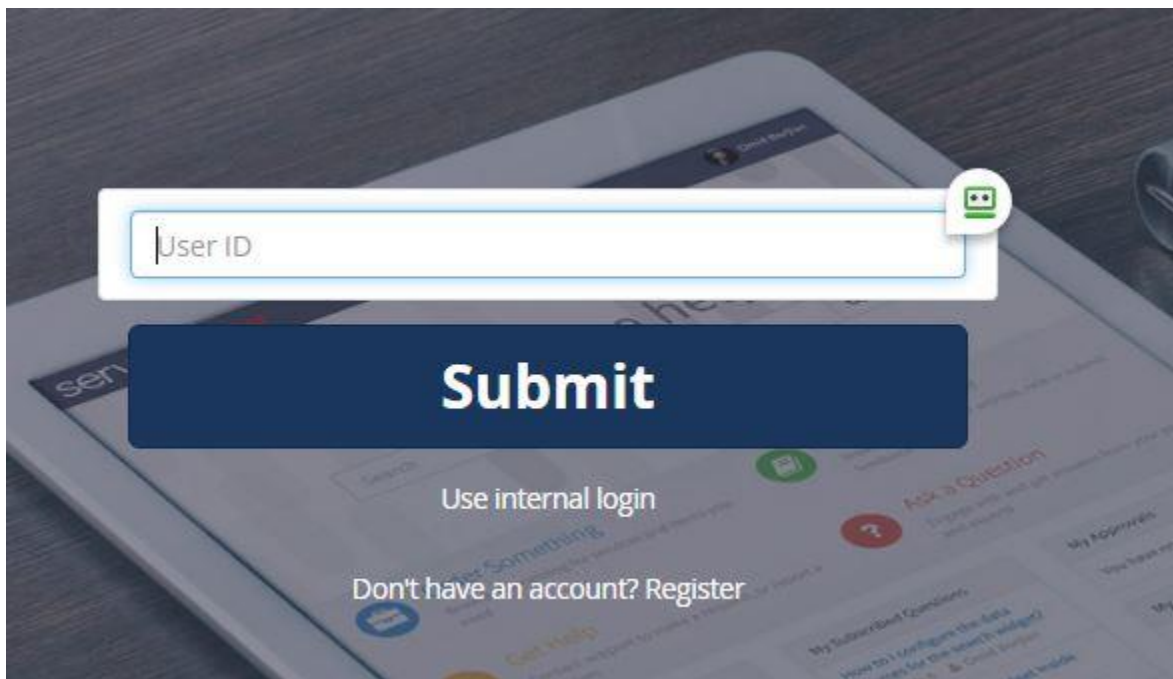
If you have a TN state email address (@tn.gov) you will follow this [link](#) and click the “use external login” which is highlighted below in the screenshot. Do not try to login

Screen 1



From there, you will use your RACF ID and password to log into the system to access the form. For each project, you will fill out the form and attach your normal attachments (cover letter, report, etc.).

Screen 2 - Enter your RACF ID



Screen 3 – Enter your State Email and Regular Password

State Employee Login

Email

Password

Log In

Screen 4

After logging in, you should be taken straight to the e106 submittal form. If you do not see the form (image below), additional steps may be needed. See Screens 5 & 6.

Section 106 SHPO Review Information

Submit

Required information

Initial Submission Mandatory Attachments

*The attachments listed below are the bare minimum needed to initiate a Section 106 review. If these attachments are not included, your submission will be returned with a request for more information.

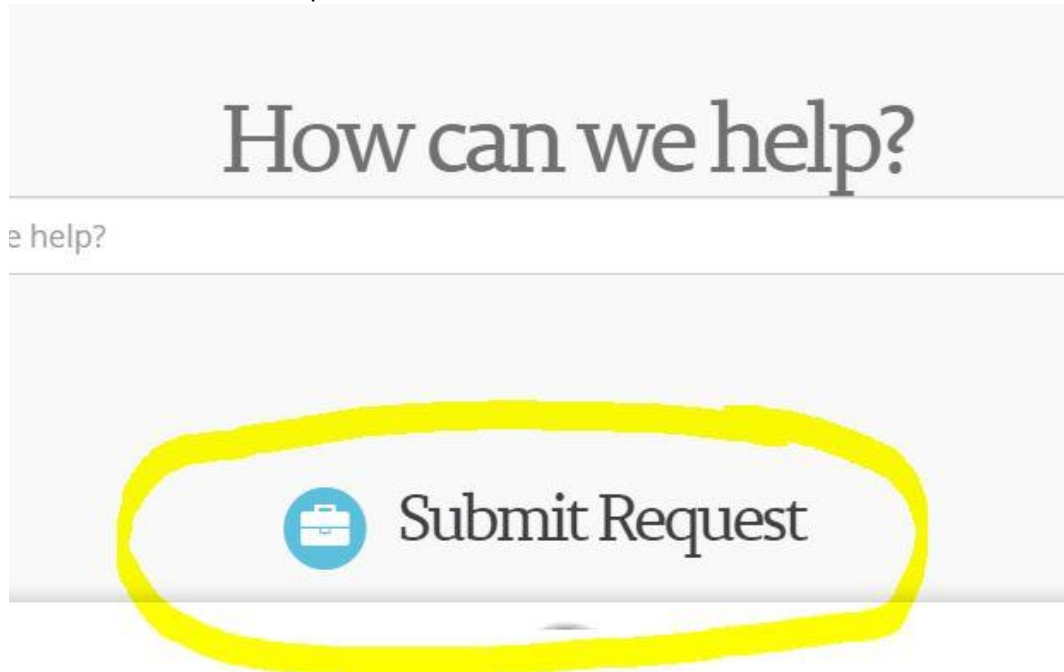
- Cover letter with project location, federal agency involved, a detailed project description, any known historic resources within your Area of Potential Effects (APE), current and past land use within the project area, and an effects assessment if historic resources are present.
- USGS topographical map marked with the exact project location and APE.
- Aerial map marked with the project location and APE.
- Photographs of project site and surrounding area.

You will add attachments at the end before submitting the form.
All items marked with an asterisk * MUST BE FILLED OUT before you can submit this form.

Requestor Information

Screen 5

If you were not immediately directed to the e106 submittal form, this is the screen you should see. Please click on submit request.



Screen 6

After clicking "submit request," please click on Section 106 SHPO Review Request. This will take you to the e106 submittal form as seen in Screen 4.

