



Nitrogen Smart Communities Step 1 Worksheet

Complete the following information and submit to liwaterquality@dec.ny.gov. Include “[Municipality Name] NSC Step 1 Submission” in the email subject line.

Municipality Name:

Municipality Type:

Population:

Waterbodies within municipal jurisdiction:

Is the municipality in compliance with [DEC Permits and Regulations](#): Yes/No

The DEC Permits and Regulations link contains a reference list of permits a municipality may have to assist in determining compliance.

Submitting the Step 1 Worksheet self-certifies that the municipality is in compliance with all DEC permits and regulations.

Action 1.1 Adopt the NSC Pledge

Date the NSC Pledge was adopted:

Upload the final resolution, signed and dated by the municipality clerk.

Action 1.2 NSC Coordinator

NSC Coordinator Name:

Municipal Employee or Volunteer:

Upload a signed and dated executive letter or memorandum appointing the coordinator and describing their responsibilities, relevant experience, and duties.

Once the completed Step 1 Worksheet, coordinator memorandum, and municipal resolution have been submitted, the municipality is officially registered as a Nitrogen Smart Community participant, based on approval by DEC and LIRPC.