

Technical Study Data Notebook (TSDN) Inventory Checklist

Community name:

Community number (CID):

MIP/FEMA Case Number(s):

Effective Date:

Submitted by (Company Name) and Date:

Company Contact Name, Phone Number, & E-mail:

There are two ways of submitting data to FEMA:

- **MIP – data is uploaded to the MIP through workflow steps where data upload is required. If this data is revised throughout the study process, the revised data is also submitted to the MIP either to replace the original file or to supplement it. Remaining study data, for which there are no defined submittal points in the workflow, are submitted to the MIP via Tools & Links at the end of the project.**
- **FEMA Engineering Library – data is uploaded to the MIP through workflow steps where data upload is required and a complete TSDN is submitted (to the library) at the end of the project, including data already submitted to the MIP.**

Technical Study Data Notebook (TSDN) Inventory Checklist

CERTIFICATION

I HEREBY CERTIFY THAT ALL FINAL VERSIONS OF DATA GENERATED FOR THIS STUDY ARE SUBMITTED TO FEMA AS INDICATED IN THE ATTACHED CHECKLIST.

NAME/COMPANY OR AGENCY:

SIGNATURE:

| DATA TYPE | Is data Required? | Was data submitted? |
|---|-------------------|---------------------|
| | YES/NO | Submittal Date |
| Special Problem Reports Index | | |
| Special Problem Reports | | |
| Contact Reports Index | | |
| Contact Reports | | |
| Meeting Minutes/Reports Index | | |
| Meeting Minutes/Reports | | |
| Correspondence with/from FEMA, such as SOMAs, Revalidation letters etc. | | |
| Correspondence with/from Contractor | | |
| Correspondence with/from Community(ies) | | |
| Flood Elevation Determination Docket (FEDD) as described in 44CFR | | |
| Other General Correspondence, such as BFE notices, Affidavits etc. | | |
| Scoping Assessment Documents | | |
| Project Scoping Initiation Documents | | |
| Scoping Meeting Documents | | |
| Post-Scoping Documents | | |
| Hydrologic Analyses | | |
| Hydrologic Analyses Index | | |
| Summary Report of Hydrologic Analyses | | |
| Computer Models, Calculations, and Execution | | |
| Summary Report for Independent QA/QC | | |
| Hydraulic Analyses | | |
| Hydraulic Analyses Index | | |
| Cross Section Information | | |
| Cross-Section Plots | | |
| Floodway Analyses | | |

| DATA TYPE | Is data Required? | Was data submitted? |
|--|-------------------|---------------------|
| | YES/NO | Submittal Date |
| Levee Analyses | | |
| Key to Cross-Section Labeling | | |
| Computer Models, Calculations, and Execution | | |
| Summary Report for Independent QA/QC | | |
| Shallow Flooding | | |
| Models, Calculations and Summary Report for Independent QA/QC | | |
| Ice-Jam Flooding | | |
| Models, Calculations and Summary Report for Independent QA/QC | | |
| Under Stage 1: | | |
| Geologic maps | | |
| Field Reconnaissance reports | | |
| Topographic maps | | |
| Aerial photos used to identify the landform | | |
| Under Stage 2: | | |
| Historic Records of flooding | | |
| Photographs | | |
| Time-Sequence Aerial photography | | |
| Geomorphic information | | |
| Under Stage 3: | | |
| Model input and output | | |
| Floodplain mapping | | |
| Georeferenced stream channel network used for floodplain mapping | | |
| Georeferenced line dataset | | |
| Technical report that includes description of active and inactive alluvial fans | | |

| DATA TYPE | Is data Required? | Was data submitted? |
|--|-------------------|---------------------|
| | YES/NO | Submittal Date |
| Narrative | | |
| Atlantic and Gulf Coast Studies (Do not include Draft Intermediate Submittals) | | |
| Final Approved Intermediate Submission No. 1 – Scoping and Data Review | | |
| Final Approved Intermediate Submission No. 2 – Storm Surge Model Calibration and Storm Selection | | |
| Final Approved Intermediate Submission No. 3 – Storm Surge Runs and Flood-Frequency Analysis | | |
| Final Approved Intermediate Submission No. 4 – Nearshore Hydraulics | | |
| Final Approved Intermediate Submission No. 5 – Draft Flood Hazard Mapping | | |
| Pacific Coast Studies (Do not include Draft Intermediate Submittals) | | |
| Final Approved Intermediate Submission No. 1 – Scoping and Data Review | | |
| Final Approved Intermediate Submission No. 2 – Offshore Water Levels and Waves | | |
| Final Approved Intermediate Submission No. 3 – Nearshore Hydraulics | | |
| Final Approved Intermediate Submission No. 4 – Draft Flood Hazard Mapping | | |
| All Studies (Do not resubmit data already included in Intermediate Submissions) | | |
| Key To Transect Labeling | | |
| Transect and Surge Data | | |
| Wave Height Information | | |
| Computer Models, Calculations, and Execution | | |
| Summary Report for Independent QA/QC | | |
| Storm Climatology and Meteorological event selection | | |
| Stillwater Elevations | | |
| Offshore Wave Characteristics | | |

| DATA TYPE | Is data Required? | Was data submitted? |
|--|-------------------|---------------------|
| | YES/NO | Submittal Date |
| Nearshore Hydraulics | | |
| Spatial Files | | |
| Narrative | | |
| FIS Report Narrative (Complete) | | |
| FIS Report Narrative (Revisions Summary) | | |
| Summary of Discharges Table | | |
| Floodway Data Table | | |
| Summary of Elevations Table (for Lacustrine, Riverine, and Coastal Flooding) | | |
| Transect Locations Table | | |
| Transect Data Table | | |
| Surge Elevations Table | | |
| Flood Profiles | | |
| Floodplain Boundary Standards self-certification documentation | | |
| Certification of Compliance for Work | | |
| Other Relevant Data | | |
| Mapping Information Index | | |
| Topographic Mapping (Hardcopy Version) | | |
| Topographic Mapping (Digital Version) | | |
| Summary Report for Independent QA/QC | | |
| Work Maps (Hardcopy Version) | | |
| Work Maps (Digital Version) | | |
| Work Map Delineation Summary | | |
| Preliminary DFIRM (Hardcopy Version) | | |
| CD-ROM With DFIRM Data | | |
| Digital Orthophotos | | |

| DATA TYPE | Is data Required? | Was data submitted? |
|--|-------------------|---------------------|
| | YES/NO | Submittal Date |
| Soil and Vegetation Maps | | |
| USGS Topographic Quadrangle Maps | | |
| Flood Hazard Boundary Maps | | |
| Redelineation files | | |
| Digital Conversion Files | | |
| Community Maps | | |
| All Other Maps | | |
| DFIRM Database Data (Standard) | | |
| DFIRM Database Data (Enhanced) | | |
| Digital Data Submission Checklist | | |
| Photogrammetric Survey Documentation | | |
| Road and Railroad Centerline data | | |
| Political Boundaries | | |
| GPS Survey Documentation | | |
| LiDAR data (two files: Bare earth and one for all returns) | | |
| Bathymetry | | |
| Digital Elevation Model (DEMs) | | |
| Hydro-corrected DEMs | | |
| Triangulated Irregular Networks (TINs) | | |
| Hydro-corrected TINs | | |
| Narrative | | |
| Field Survey Notes/Notebook | | |
| Digital Photographs | | |
| Digital Sketches | | |
| Narrative of Survey Data | | |

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| | YES/NO | Submittal Date |
| SCS/NRCS Flood Hazard Analyses Report(s) | | |
| USGS Floodplain Information Report(s) | | |
| USACE Feasibility Study Report(s) | | |
| Watershed Studies | | |
| Site Visit Photographs | | |
| Community Population and Demographic | | |
| Tax Base Reports | | |
| Legal references | | |
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