



United States Department of the Interior

FISH AND WILDLIFE SERVICE
1208-B Main Street
Daphne, Alabama 36526

IN REPLY REFER TO:

Dear Consultant,

Thank you for submitting a project to our office for review. We've recently made some changes to our review process to streamline our consultations. In order to continue processing your request, we ask that you visit the US Fish and Wildlife Services' Information, Planning, and Conservation tool ([IPaC](#)) to generate a species list and project code. **Please forward your email to alabama@fws.gov and make sure to include your project information and project code, then we can proceed with our review.** This is the email address that will be receiving all project information moving forward.

If you have already started this project in IPaC and have received an official species list after February 1, 2022, please provide the project code that is on the top of the "Species List: Alabama Ecological Services Field Office" PDF that was generated by IPaC.

If you started this project in IPaC prior to February 1, 2022, please request an updated species list and provide the project code that is on the top of the "Species List: Alabama Ecological Services Field Office" PDF that was generated by IPaC.

If you haven't used IPaC you can begin by:

1. Visiting the website <https://ipac.ecosphere.fws.gov/>
2. Map your project area. This generates a non-official species list.
3. Define the project- You will be prompted to login to IPaC (if you do not have an account- create one). Once you have logged in, proceed to defining your project.
4. After you have defined your project (name and description), request an official species list (manila box to the right). **Requesting an official species list is only for consultants and agencies that intend on consulting with us for USFWS concurrence/review.** If you do not plan to consult with us, you may use the resource list generated in step 2 to view potential species in your project area.
5. Once you enter your information for an official species list, you can skip to step 4, "Download documentation" in the popup window.
6. Download the official species list and submit the **project code** to us, found at the top of the letter.

*Click [here](#) to watch a step-by-step YouTube video for requesting an official species list and generating a project code.

Additional functionality is being developed within IPaC to further streamline our environmental review process. Please continue to explore all the options that will be available for our office on the IPaC website.

Thank you,