February 12, 2024

HEROS FAQs for Tribes

Access

- How do I request HEROS access?
  - Tribes and TDHE's can request access to HEROS by using the HEROS Access Form at the following link: HEROS Access Form (google.com). If you are with a TDHE, please be sure to list each Tribe you would like to work with. For more information on this topic please see "Starting an Environmental Review" at HEROS "How To" Videos - HUD Exchange

- Do I need to have HEROS access to use the practice environment or do I need to request that separately?
  - No, if you have been granted HEROS access, you will automatically be granted access to the practice environment.

- Does a Certifying Offcer need access to HEROS to sign off on Environmental Reviews?
  - No, the Certifying Officer does not need HEROS access to complete environmental reviews. Certifying Offcer with HEROS access can use HEROS to sign off on environmental reviews if they are assigned it. Alternatively, the preparer of the review can upload a PDF of a signed signature page to fulfill the requirement. For more information on this topic please see "Completing the Request for Release of Funds and Certification" video at HEROS "How To" Videos - HUD Exchange

TDHE Users

- If I am a TDHE, how do I work with a Tribe on HEROS?
  - When requesting HEROS access, be sure to state which Tribe(s) you want to work with. When working on a review, you will be able to assign the review to the user at the Tribe where the project is located to collaborate and complete the environmental review. If you already have HEROS access and would like to work with a new Tribe, please email a request to HUDHEROS@hud.gov. For more information on this topic please see "Working with Partners" video at HEROS "How To" Videos - HUD Exchange

- I am a TDHE user. HEROS is not letting me complete the Environmental Review. What should I do?
  - TDHE users can prepare the review and upload any supporting documents but a user from a Tribe will need to finalize it. If you are a TDHE user, you should assign the review to a Tribe to complete the Laws and Authorities section as well as the Signature Page. For more information on assigning the review please see "Assign Feature" video at HEROS "How To" Videos - HUD Exchange

- Can more than one person work on a review at the same time?
  - No, users within the same Tribe or TDHE can view the review at the same time but only one user can edit the review. If you want to work with another user, you can assign the review to them to make edits to the review. For more information on assigning the review please see "Assign Feature" video at [HEROS "How To" Videos - HUD Exchange](#)

Other

- Will HEROS help me learn how to complete Environmental Reviews?
  - Yes, HEROS helps guide users through the process – from figuring out the level of environmental review to determining what related laws and authorities apply to a specific project. In addition, users can work in the practice environment to familiarize themselves with the requirements for projects. This is a good way for users to plan for future projects.

- Is HEROS required for Tribes and TDHEs?
  - No, HEROS is optional for Tribes and TDHEs but is an excellent resource for completing environmental reviews and maintaining a record of completed reviews.