Resubmitting Revised Plans through CSS for eReview
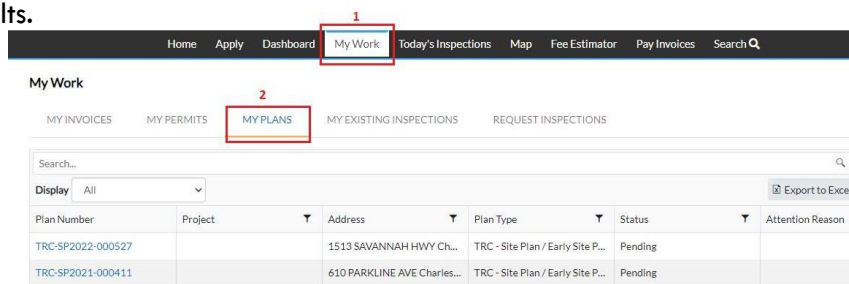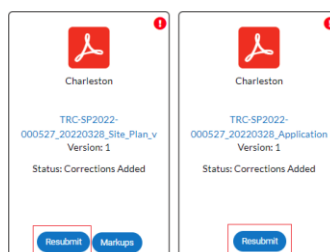
1. Log into your CSS account.

2. Navigate to the Project's CSS Page by either:

   a. Entering the Plan ID# in CSS search or;

   b. Selecting "**My Work**" in the CSS, followed by "**My Plans**" and select the project from the displayed results.
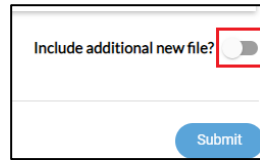

3. Once on the Plan Summary page, select the "**Attachments**" tab.

4. Select the "**Resubmit**" button under one of the associated file location(s):

5. On the ensuing "*Resubmit File(s)*" page, verify the information presented, and select "**Next**" at the bottom of "**Files**" (1st) page.

6. On the "*Reviews*" (2nd) page, you must confirm receipt each of the previous reviewer's comments by selecting the button for each applicable review.
   - Select "**Next**" at the bottom of the page once all previous reviews are acknowledged.

7. On the "**Resubmit**" (3rd) page, chose the button for all applicable files that must be resubmitted.

   For CSWPPP File Resubmittal: Select the previously reviewed CSWPPP file containing applicant responses ("_RTC")

8. If additional files are needed to complete the submittal, select that option towards the bottom of the page.

- When prompted, upload new documents using the **"Add Attachment"** button
  - Verify all submittal documents have been included.
  - **For CSWPPP File Resubmittal**: Upload the clean version as a new file.
  - Select **"Submit"**

9. Send confirmation email to the TRC Coordinator.