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INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

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Mr. Noel Vargas
Urban Initiative Manager
Office of Science, Ecosystems and Communities
US EPA, Region 5
77 West Jackson Boulevard B-19J
Chicago, IL 60604-3507

August 29, 2006
Via E-Mail

Dear Mr. Vargas:

Re: 2003-2004 State Innovations Grant Program

Attached is the Indiana Department of Environmental Management's State Innovations Grant Program progress report as stipulated in our agreement. This quarterly progress report contains a summary of activities for the sixth quarter of the three-year grant (sixth quarterly report).

If you have further questions about the information provided, please contact me at (317) 233-5554.

Sincerely,

Stacey Martindale
CLEAN Program Manager
Office of Pollution Prevention & Technical Assistance

Attachment: Grant Track form

CC: Marilou Martin
Michael Mendyk
Dan Murray
Karen T. Peterson

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Grant Track System

General Information

Grant Name	State Innovation Grant – CLEAN Community Challenge
Cooperative Agreement No.	PI96568001-0
Year Awarded	2005
Number of Amendments	0
Grant Type	66.611 Environmental Policy and Innovation Grants
Region	5

Summary Description

To develop and implement a voluntary program designed to encourage positive environmental actions that potentially will include reduced air, land, and water emissions and discharges by Indiana municipalities and businesses. The goal of this program is to improve Indiana’s environment community by community. This program will create new partnerships between the State, local government, and business and will encourage communities through a Comprehensive Local Environment Action Network (CLEAN) to set and achieve their environmental goals.

Under this Cooperative Agreement, IDEM will identify and work with three pilot communities. Each of the three pilot communities will develop a quality of life plan tailored to their specific needs and environmental conditions. Communities will use an EMS methodology to develop the quality of life plans. IDEM will publicly recognize those municipalities that successfully implement an EMS. In addition, IDEM will track the environmental benefits achieved by participating municipalities.

Contact Information

State Project Contact

EPA Project Officer

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EPA Grant Specialist

EPA Grant Specialist Name	Karen Sykes
EPA Grant Specialist Phone	(312) 886-7571

Project Status Information

Date Awarded	January 31, 2005
Original Planned Completion Date	December 31, 2007
Scheduled Planned Completion Date	December 31, 2007
Project Actual Completion Date	To be determined
Last Progress Report Received on	July 17, 2006
Progress Report through	July 31, 2006
Project Status	Ongoing

Project Funding

Financial information removed by EPA as confidential business information.

Target Dates and Milestones

The Indiana CLEAN Community Challenge program continues to make progress and achieve the milestones identified in the 2003-2004 State Innovations Grant Program project narrative.

Spring 2005 – Fall 2007:

Milestone: *Designate and recognize first round of Indiana CLEAN Communities; finalize 3 pilot quality of life plans; determine measurable outcomes to EPA; adjust QAPP to reflect measurable outcomes; begin to determine baseline; submit quarterly and annual reports to EPA.*

Status: ON-GOING – items accomplished this quarter are described below

All three pilot communities identified and prioritized the aspects of their activities, developed their pollution prevention activities with measurable outcomes, and two of the pilots are currently implementing five pollution prevention activities as required by CLEAN. Two of the three pilot communities completed the requirements as needed for the Quality of Life Plan and were recognized as Indiana CLEAN Communities. The mayor of the third pilot community became less supportive of his staff devoting time to develop the Quality of Life Plan, so the third pilot community has yet to complete the Quality of Life Plan.

IDEM coordinated two pilot designation ceremonies and distributed two separate press releases highlighting the efforts of the first CLEAN Communities. U.S. EPA Region 5 officials attended the CLEAN recognition ceremony at one of the pilot communities. The QAPP will be adjusted during the seventh quarter to reflect each pilot’s measurable outcomes.

IDEM submitted its fifth quarterly report to EPA in July 2006.

IDEM received a draft application from one non-pilot community during winter 2005. IDEM provided this community with comments and

suggestions for improving their Quality of Life Plan, and then received their final application. The final application was still not sufficient, so IDEM coordinated meetings and discussions with this community to complete the application and Quality of Life Plan to meet CLEAN requirements. This community is overcoming staff restructuring, so has been slow to schedule a follow up meeting with IDEM. IDEM is still waiting for this community to agree to a meeting time to discuss the Quality of Life Plan.

Two non-pilot communities are nearing completion of their Quality of Life Plans and IDEM expects to recognize these communities in the upcoming months.

The CLEAN program manager continues to provide presentations and meet with communities interested in learning more about CLEAN. During the sixth quarter, two calls and e-mails were taken from newly interested parties, and three site visits, two presentations, and one workshop was conducted.

Winter 2005

Milestone: *Designate and recognize 3 pilot communities; begin to create a quality of life plan for each pilot; provide onsite assessment of each pilot; receive non-pilot community applications; submit quarterly report to EPA*

Status: COMPLETE – see previous quarterly reports for details

Fall 2004

Milestone: *Promote program; solicit pilot community applications*

Status: COMPLETE – see previous quarterly reports for details

Summer 2004

Milestone: *Finalize participant benefits and application requirements; hire CLEAN project manager.*

Status: COMPLETE – see previous quarterly reports for details

Winter/Spring 2004

Milestone: *Form partnerships; develop initial program details.*

Status: COMPLETE – see previous quarterly reports for details

Project Timetable

The remaining sixth quarter activities presented in the project timetable were completed:

- Accept applications for municipalities joining the program: IDEM received two applications from pilot communities.
- Review final applications including site visits and compliance checks: IDEM reviewed two final applications and conducted compliance checks on the applicants. Site visits were

conducted to ensure both applicants were comfortable with the information presented in the Quality of Life Plan and application.

- Review and announce municipalities meeting the Challenge (press release or event, plaques, street signs): IDEM held two press events – one at each recognized CLEAN pilot community – and distributed two separate press releases to IDEM’s media outlets. IDEM’s Commissioner provided both pilot communities with a recognition plaque, CLEAN tote bags, and CLEAN street signs.
- Quantify success stories through monetary and environmental benefits: IDEM has yet to quantify success stories through monetary and environmental benefits because the first two CLEAN Communities were only recognized in late June and early July, so successes are still being measured.
- Begin development of final report: IDEM will begin development of the final report as December 2007 approaches.
- Respond to requests for assistance: Assistance is provided regularly to the pilot communities and any community interested in the program.
- Begin designing and ordering outreach materials to promote CLEAN: A pinwheel has been designed to provide a quick-reference tool of best management practices for municipal activities along with a poster providing visual reference of the impacts from municipal operations. The pinwheel and poster will work together to identify municipal impacts and best management practices to address such impacts. The poster has been drafted and the final version is being approved. Window clings have also been created containing the CLEAN logo and community name, but are still waiting to be printed due to printer malfunctions. Each community will receive 20 window clings.
- Review annual reports submitted by participating municipalities and monitor environmental progress: Two applications have been received, but communities are not yet required to submit an annual report.

The project timetable and activities to be completed throughout the remaining life of the grant are listed in the following table:

August 2006	Review annual reports submitted by participating municipalities
October 2007	Complete and submit Final Report to EPA; determine future of program including funding and office responsible for management; modify program as necessary

Additional Information

- Through the U.S. EPA 2004 Demonstration Grant Program, IDEM is contracted with the Clean Manufacturing Technology and Safe Materials Institute (CMTI) to create a database identifying local government activities, aspects, impacts, best management practices, and a cost-benefit analysis to determine which best management practices would be most beneficial compared to cost of implementation. CMTI has provided a spreadsheet of governmental activities, aspects, impacts, and best management practices for each of the activities, along with the cost-benefit comparison.

Additionally, the database will provide users with a tool for identifying common environmental aspects associated with daily municipal operations, and will place such aspects in matrix form so users can determine significant environmental aspects for purposes of the Indiana CLEAN Community Challenge.

The spreadsheet has been formatted and transferred to IDEM's technology office to create the database. IDEM has hired a developer and is working on the creation of the database. The database will be made available on the CLEAN Web site and on CD-ROM. It is expected to be completed by September 9, 2006.

- IDEM officially released its latest voluntary recognition program called the Indiana Environmental Stewardship Program (ESP) and will begin accepting applications on September 1, 2006. Through ESP, rule incentives are currently in draft form that would provide regulatory relief to ESP and CLEAN members. The draft rules will be presented to each management board during fall 2006.