

US EPA ARCHIVE DOCUMENT



INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

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Ms. Ludmilla Koralewska
EPA Project Officer
Office of Science, Ecosystems and Communities
US EPA, Region 5
77 West Jackson Boulevard B-19J
Chicago, IL 60604-3507

April 23, 2008
Via E-Mail

Dear Ms. Koralewska:

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 first three months of the three-year grant (first 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: Dan Murray
Karen Teliha

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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	Not applicable
Progress Report through	April 31, 2005
Project Status	Ongoing

Project Funding

Financial Information removed by EPA as confidential business information.

Accomplished Milestones

Over the past few months, the Indiana CLEAN Community Challenge program has made excellent progress achieving the milestones identified in the 2003-2004 State Innovations Grant Program project narrative. Currently, all target dates and milestones have been met.

Winter/Spring 2004: Partnerships between various Indiana state agencies were formed and program details finalized.

Summer 2004: Participant benefits and application requirements finalized and a CLEAN project manager hired.

Fall 2004: CLEAN program was promoted and pilot community applications solicited.

Winter 2005: Three pilot communities were designated and publicly recognized. Each has begun creating a quality of life plan for their community. On-site assessments have been conducted at two of the three pilot communities. Zero non-pilot communities applied during the first round deadline of January 31, 2005.

Milestones to be Accomplished

Spring 2005 – Fall 2007: Designate and recognize first round of Indiana CLEAN Communities; finalize three 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.

Project Timetable

In addition to achieving project milestones as scheduled, the CLEAN Community Challenge program has maintained the timetable proposed in the 2003-2004 State Innovations Grant Program project narrative even with the grant award postponed from November 2004 to January 2005. The project timetable and completed activities are listed in the following table:

January 2004 – July 2004	Initially developed CLEAN program (met with mayors to gauge interest, developed implementation plan, determined timeframes); promoted multi-agency involvement (met with other agencies to determine their involvement, presented information to various agency senior level staff, chaired multi-agency board meetings for grant program approval allowing additional benefits to CLEAN participants); researched recognition programs from other entities for additional ideas; hired employee to manage the program; determined resources and materials needed for outreach; developed a verification program (see attached); trained staff on EMS programs (Stacey Martindale, April 26-30, 2004); worked with Governor’s Office to determine level of interest; established benefits for participants (see attached); researched and developed list of project ideas in various categories that municipalities could implement (see attached); developed application to program (see attached); developed a program logo (see attached)
August 2004 - September 2004	Finalized program benefits and verification requirements; developed website (www.cleancommunities.IN.gov); received pilot CLEAN Community applications (eight applications received); press release event announcing CLEAN program (see attached); printed brochures and distributed to mayors and other interested parties (see attached)
October 2004	Continued promoting the program and researched ideas municipalities could implement (success stories from other municipalities across the nation); provided compliance assistance to Indiana municipalities; reviewed CLEAN pilot applications
November 2004 - January 2005	Received Innovation Grant; provided on-site assistance to communities interested in applying; bid for contracts to provide technical assistance with EMS audits; completed necessary training for staff to promote the program; finalized partnerships and responsibilities; continued promoting the program; designated and assisted 3 pilot communities in creating a quality of life plan (identify aspects, impacts, objectives, and targets)
February 2005 – May 2005	Continued assisting 3 pilots and other interested participants through on-site technical assistance and guidance; provided comments on quality of life plans created by communities; developed guidance materials

The project timetable and activities to be completed during the next quarter are listed in the following table:

August 2005	Award first round of Indiana CLEAN Communities (press release or event; plaques, street signs); respond to requests for assistance; provide on-site assistance to municipalities, offer EMS training programs to municipalities; develop format for municipalities to use when submitting annual reports; continue assisting pilot communities and monitoring environmental progress of participants; begin receiving, reviewing, and providing comments on pre-applications; review final applications including site visits and compliance checks; work with review committee to determine successful applicants; follow up on any application questions from the committee
September 2005	Review and announce municipalities meeting the Challenge; continue assisting municipalities and promoting the program; speak at quarterly mayor meetings and municipality conferences to promote the program

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

January 2006	Modify the CLEAN program as necessary if problems are encountered; quantify success stories through monetary and environmental benefits; review and provide comments on draft quality of life plans submitted by participating municipalities and monitor environmental progress
February 2006	Continue program as described above; begin development of final report; begin

	considering future of program
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

The following list identifies the attached documents completed during the January 2004 – July 2004 and August 2004 – September 2004 project time periods:

1. Benefits list
2. Suggested Project Ideas (in various categories)
3. Indiana CLEAN Community Challenge Application
4. Indiana CLEAN Community Challenge Verification Checklist and Instructions
5. Indiana CLEAN Community Challenge logo
6. Indiana CLEAN Community Challenge press release
7. Indiana CLEAN Community Challenge brochure