

US EPA ARCHIVE DOCUMENT



INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

*We make Indiana a cleaner, healthier place to live.*

---

*Mitchell E. Daniels, Jr.*  
Governor

*Thomas W. Easterly*  
Commissioner

100 North Senate Avenue  
Indianapolis, Indiana 46204  
(317) 232-8603  
(800) 451-6027  
[www.IN.gov/idem](http://www.IN.gov/idem)

Ms. Sharleen Getschman  
U.S. Environmental Protection Agency  
Air and Radiation Division, AR-18J  
77 West Jackson Boulevard  
Chicago, IL 60604-3507

November 29, 2007  
Via E-Mail

Dear Ms. Getschman:

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 is the last quarterly progress report and contains a summary of activities for the eleventh quarter of the three-year grant (eleventh quarterly report). The project period ends on December 31, 2007. A final report will be submitted to you by January 31, 2008.

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  
Laura Seifert

US EPA ARCHIVE DOCUMENT

**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**

<p>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.</p> <p>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.</p>
---

**Contact Information**

State Project Contact

EPA Project Officer

Name	Stacey Martindale	Name	Sharleen Getschman
State	Indiana	Region	State and Tribal Planning Section Air and Radiation Division
Phone	(317) 233-5554	Phone	(312) 353-3486
Fax	(317) 233-5627	Fax	
Email Address	smartind@idem.in.gov	Email Address	getschman.sharleen@epa.gov

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	August 16, 2007
Progress Report through	October 31, 2007
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

During this quarter, two of the designated Indiana CLEAN Community pilots continued implementation of their Quality of Life Plan. IDEM met with the second pilot to discuss the completion and submission of their CLEAN Annual Report and the procedures involved in performing internal audits. The first of the annual reports to be submitted is posted on IDEM’s website at <http://www.in.gov/idem/programs/oppta/clean/members.html>. IDEM will use these annual reports to provide measurable results to EPA.

The third pilot has not made progress toward Quality of Life Plan implementation as it does not have commitment from the mayor. However, this community continues to pursue environmental improvement through green roof initiatives. IDEM is working with this community to pursue other options for Quality of Life Plan development and implementation that does not require mayor involvement. For example, this pilot can still receive CLEAN designation for developing a Quality of Life Plan focusing on the Sanitary District, which is not under the mayor’s control and where the District’s board wishes to pursue CLEAN designation.

During this quarter, IDEM designated a third community into the program and held a public recognition ceremony recognizing the community’s

efforts. IDEM had received the community's application during a previous quarter, but the IDEM Commissioner wanted more information regarding their Quality of Life Plan goals as well as their environmental compliance history. After reviewing their updated goals, the community was designated as an Indiana CLEAN Community in September.

IDEM continued to provide technical assistance to three non-pilot communities. CLEAN program managers developed a permit tracking spreadsheet to assist with monitoring targets and objectives, reviewed measurement parameters for goals, and assisted with developing baseline measurements. CLEAN program managers also assisted non-pilots with finalizing their Quality of Life Plans and answering questions regarding the CLEAN Community Challenge application. All three communities are expected to submit their completed applications by the end of the calendar year.

IDEM representatives advertised the CLEAN Community Challenge at the Association of Indiana Counties Annual Conference (October 2-3) and the Indiana Association of Cities and Towns Annual Conference (October 8-9). The IDEM representatives met with town and city officials to discuss the CLEAN Community Challenge Program. Additionally, IDEM staff began developing a CLEAN promotional video that captures the experiences of program participants that will be shared with other communities interested in the program.

During the eleventh quarter, CLEAN program staff met with the manager of the Indiana Clean Marina program to explore opportunities for CLEAN program advertisement and outreach. Furthermore, CLEAN program staff requested the Indiana Clean Manufacturing Technology Institute (CMTI) promote the CLEAN program to the participants of its Environmental Management System Workshops for Publicly Owned Treatment Works in Indiana.

As a result of presenting lessons learned during the development and implementation of the CLEAN program during the National Environmental Partnership Summit in May 2007, CLEAN program managers were requested to again present this information during a National Pollution Prevention Roundtable webinar. The webinar is being scheduled for December 2007.

IDEM submitted its tenth quarterly report to EPA in August 2007.

#### 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 eleventh quarter activities presented in the project timetable were completed:

- Accept applications for municipalities joining the program: No new applications were received during this quarter, but three are expected before the grant project ends.
- Review final applications including site visits and compliance checks: IDEM continued to review one application and sought further information regarding compliance check results.
- Review and announce municipalities meeting the Challenge (press release or event, plaques, street signs): One new non-pilot community was designated and awarded this quarter. The community was recognized during a public ceremony and was provided with a plaque and street sign. IDEM also issued a statewide press release.
- Begin development of final report: IDEM has drafted the project milestones for inclusion in the final report. IDEM will submit the final report to EPA by January 31, 2008.
- Respond to requests for assistance: Assistance is provided regularly to the pilot communities and any community interested in the program. During the eleventh quarter, IDEM conducted two site visits and three conference calls. Additionally, one of the pilot communities was provided with alternative agrochemicals for use on city property upon their request.
- Review annual reports submitted by participating municipalities and monitor environmental progress: IDEM received one of two annual reports this quarter from pilot communities. In summary, one of the pilot communities reported recycling 884 pounds of batteries and 24% of their solid waste. They also reported progress on reducing the volume of invasive species in a local water body.

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

December 2007	Complete and submit Final Report to EPA; determine future of program including funding and office responsible for management; modify program as necessary
---------------	---

**Project Funding**

The project funding report can be found in the attached Federal Financial report. The Federal Financial Report provides the project expenses year to date; however, the report does not accurately reflect the personnel or fringe benefit expenses due to IDEM’s accounting policy. Such

information is not updated until three months after each respective quarter. Therefore, it is difficult to relate the activities and milestones (see “Target Dates and Milestones” section) accomplished during this quarter to the data provided. According to the report, IDEM has incurred \$132,033.15 through the month of October 2007.

The report shows that IDEM has approximately \$63,986 grant funding remaining (approximately \$23,676 state and \$40,313 federal), which is sufficient to perform the expected program duties throughout the life of the grant. IDEM anticipates fully utilizing the entire grant award for CLEAN program implementation and delivering technical assistance to Indiana municipalities.