

US EPA ARCHIVE DOCUMENT

Quarterly Report to USEPA
January 1, 2010 - March 31, 2010

State Innovation Grant - Region 5 States Environmental Results Program
for Autobody Refinishing Shops
Cooperative Agreement No. EI -00E93701-0

Submitted by:
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The objective of the Region 5 States ERP for Autobody Refinishing Shops project is to use the ERP structure to implement a portion of subpart 6H affecting autobody refinishing shops and in doing so, determine the impact of direct compliance assistance, self-assessment and certification, and random-sample site visits or inspections in lieu of traditional permitting and enforcement inspections. The Wisconsin Department of Natural Resources (WDNR) and Department of Commerce Small Business Clean Air Assistance Program (SBCAAP) will partner with Region 5 state Small Business Environmental Assistance Programs (SBEAPs), other assistance staff and EPA Region 5 Air Program staff to develop an ERP for the autobody refinishing sector affected by the subpart 6H area source NESHAP, which will include compliance assistance, self-certification, and statistical analysis of baseline and post-certification measurement of performance.

Included in this quarterly report is a summary of the progress achieved to date on milestones identified in the July 31, 2009 final project narrative and work plan.

Project/Program Assessment:

The project is largely still on track to meet the key milestones in the project workplan after two quarters of work. Key outreach materials cannot be developed without an initial assessment of gaps in understanding. Once we complete the baseline visits, we can draw some initial conclusions about areas that need a greater focus in the outreach materials.

Project Schedule:

Changes to milestone dates are identified in the following table in **blue text**. Completed milestones are highlighted in **yellow**.

Quarter	Projected Milestones
1. Fall 2009 (Oct-Dec)	1. Develop and submit QAPP 2. Identify universe of facilities 3. Select contractor for IL baseline visits 4. Complete MOU between WI Dept of Commerce and other state SBEAPs and NEWMOA 5. Develop site visit checklist, protocol and training, data management process 6. Conduct site visit training 7. Begin baseline site visits
2. Winter 2010 (Jan-Mar)	8. Quarterly Report 9. Finish baseline site visits (May 2010) 10. Data management and analysis for baseline (June 2010) 11. In partnership with associations, develop outreach materials to publicize the project (beginning in April)
3. Spring 2010 (Apr-Jun)	12. Quarterly Report 13. Mail self-certification and workbook to urban universe 14. Respond to requests for assistance on phone or site
4. Summer 2010 (Jul-Sep)	15. Quarterly Report 16. Conduct workshops and other education
Federal fiscal year 2011	
5. Fall 2010 (Oct-Dec)	17. Quarterly Report 18. Help EPA develop post-certification inspection and data management protocol
6. Winter 2011 (Jan-Mar)	19. Quarterly Report 20. Finish development of post-certification inspection protocol and data routines; Begin processing cert data (certs due: MAR. 11, 2011: Compliance notification/date)
7. Spring 2011 (Apr-Jun)	21. Quarterly Report 22. Final cert data processing; Begin post-cert inspections; design transition to Region 5
8. Summer 2011 (Jul-Sept)	23. Quarterly Report 24. Finish post-cert inspections
Federal Fiscal Year 2012	
9. Fall 2011- Winter 2012 (Oct-Mar)	25. Quarterly Report 26. Finalize post-cert data and analysis 27. Create vehicle for annual (or other periodic) submittals and data management between state/fed
10. Spring - Summer 2012 (Apr - Sept)	28. Finalize project report.

Work previously completed:

- Develop and submit QAPP
- Identify universe of facilities
- Select contractor for IL baseline visits
- Complete MOU between WI Dept of Commerce and other state SBEAPs and NEWMOA
- Conduct site visit training

Work accomplished this quarter:

Develop site visit checklist, protocol and training, data management process - In progress. The site visit checklist was completed in early February. The effort was extended to ensure that the questions could be entered correctly in an online data entry survey that was designed.

Finish baseline site visits - In progress. Site visits began in February and were conducted steadily through the end of the quarter. The field staff encountered a number of rejections from shops as well as drops due to inaccurate listings.

Data management and analysis for baseline - In progress. An online data entry tool, a survey, was developed for the purpose of having field staff enter their completed site visit checklists. The plan is to be able to upload the data collected into the ERP Performance Analyzer Tool, to be upgraded and enhanced for this project.

Work projected for next quarter:

In the next quarter we will complete the remaining baseline visits. We will also begin to develop the outreach materials and self-certification checklist for shops. It's important to use the outcomes from the baseline visits to target issues where shops show a lack of understanding and/or poor performance. Upgrades and enhancements to the ERP Performance Analyzer Tool will begin and possibly be completed in the next quarter.

Project Funding Expenditures:

Line Item Category	Grant Budget	Expenditures* (10/01/09-03/31/10)	Match (10/01/09-03/31/10)	Total* (10/01/09-09/30/12)
Personnel	\$1,613.00	\$0.00	\$	\$
Fringe Benefits	\$782.00	\$0.00	\$	\$
Travel	\$0.00	\$0.00	\$	\$
Equipment	\$0.00	\$0.00	\$	\$
Supplies	\$0.00	\$0.00	\$	\$
Contractual	\$398,125.00	\$26,453.52	\$21,312.71	\$47,766.23
Construction	\$0.00	\$0.00	\$	\$
Other	\$0.00	\$0.00	\$	\$
Total Direct Charges	\$400,520.00	\$0.00	\$	\$
Indirect Charges	\$327.00	\$0.00	\$	\$
Total	\$400,847.00	\$0.00	\$	\$

* Please note: The Department of Commerce is under contract with the Department of Natural Resources for most of the grant activities. Invoices for work performed by the Department of Commerce through 10/1/09 were received but not processed until early April 2010. These amounts reflect current Department of Commerce invoices. Future quarterly reports will attempt to better reflect actual expenses.

Changes to object class categories: None

Changes in principal project manager or other staff assignments: None

Change in project period: None

