

US EPA ARCHIVE DOCUMENT

Quarterly Report to USEPA
July 1, 2012 - September 30, 2013 (Extended)

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 the (formerly Department of Commerce, now WDNR) Small Business Clean Air Assistance Program (SBCAAP) partnered 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:

All project milestones have been reached except with respect to the final report drafting. Going forward, all effort will be spent on data analysis, reporting development, and outreach on the project outcomes. A project extension was approved by EPA to allow for more time to prepare a complete report and to conduct outreach through an ERP Consortium meeting and other organization presentations.

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 10. Data management and analysis for baseline (July 2010 - May 2011) 11. In partnership with associations, develop outreach materials to publicize the project
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 (Nov 2010-Mar 2011)
4. Summer 2010 (Jul-Sep)	15. Quarterly Report 16. Conduct workshops and other education (Nov - Dec 2010)
Federal fiscal year 2011	
5. Fall 2010 (Oct-Dec)	17. Quarterly Report 18. Help EPA develop post-certification inspection and data management protocol (Nov 2010 - Mar 2011)
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) (Apr 2011 - May 2012)
7. Spring 2011 (Apr-Jun)	21. Quarterly Report 22. Final cert data processing; Begin post-cert inspections; design transition to Region 5 (Sept 2011 - June 2012)
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 (February - August 2012) 27. Create vehicle for annual (or other periodic) submittals and data management between state/fed (Summer 2012)
10. Spring - Summer 2012 (Apr - Sept)	28. Finalize project report. (December 2012)

Work accomplished this quarter:

Develop site visit checklist, protocol and training, data management process - Complete.

Finish baseline site visits - Complete. All site visits were completed.

Data management and analysis for baseline - Complete. Testing of a final version of the Performance Analyzer has been completed. Data analysis appears to work for the baseline data entered.

In partnership with associations, develop outreach materials to publicize the project - Complete.

Mail self-certification and workbook to urban universe - Complete.

Respond to requests for assistance on phone or site - Complete. A few additional checklists and forms were trickling in through the recent quarter.

Conduct workshops and other education - Complete.

Help EPA develop post-certification inspection - Complete.

Processing self-certification data - Staff hired end of January, 2012. By end of quarter, 1270 certifications had been entered completing 3 states and part of a 4th. Data entry will be complete within the next quarter.

Conduct post-certification inspections - Completed all visits in January. February and March comprised EPA inspector evaluation of checklist, scanning and submitting to DNR project co-lead for analysis. Staff hired for data entry also began entering some EPA checklists as state submittals completed.

Finalize post-cert data and analysis - Data collection is complete and analysis can begin.

Create vehicle for annual (or other periodic) submittals and data management - EPA follow up is uncertain at this time.

Finalize project report - Drafting narrative and descriptive information has begun. Progress was delayed as the Project Co-lead, Renee Bashel, changed from a full-time to part-time position with the WDNR. A draft will be prepared for presentation to the Region 5 state SBEAPs and EPA partners at the Region 5 SBEAP annual meeting to be held in Chicago in late October.

Work projected for next quarter:

Draft report will be shared with the Region 5 partners, the other state SBEAPs and EPA technical liaison, for input on content and areas of focus for the data analysis. Working through NEWMOA, we will contract with the former programmer to fix any bugs in the Performance Analyzer so that additional statistical analysis can be completed beyond what has been completed with the Results Pro 2.1, developed by Mike Crow of Crow Environmental for other ERP projects. Since Mike Crow is no longer engaged by EPA's Office of Policy and Innovation as support for ERP states, we will need to subcontract through NEWMOA to gain Mike's expertise to review the statistical analysis for gaps or misrepresentation of data.

Project Funding Expenditures:

Expenses are summarized through December 31, 2011

Line Item Category	Grant Budget	Expenditures* (10/01/09-12/31/11)	Match** (10/01/09-12/31/11)	Total (10/01/09-12/31/11)
Personnel	\$1,613.00	\$2,056.00	\$768.60	\$2,824.60
Fringe Benefits	\$782.00	\$834.49	\$342.79	\$1,177.28
Travel	\$0.00	\$6.02	\$3.24	\$9.26
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$12.67	\$4.62	\$17.29
Contractual	\$398,125.00	\$165,871.30	\$54,120.42	\$219,991.72
Construction	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$86.18	\$34.82	\$121.00
Total Direct Charges	\$400,520.00	\$168,866.66	\$55,274.49	\$224,141.15
Indirect Charges	\$327.00	\$419.41	\$155.46	\$574.87
Total	\$400,847.00	\$169,286.07	\$55,429.95	\$224,716.02

* Discussions of moving expenses between budget lines were held with EPA during the first quarter of 2012 and a budget change request was drafted, along with an extension request to ensure sufficient time for writing the report and conducting information transfer.

** Expected match amount was surpassed as of Jan, 2011.

Changes to object class categories: None

Changes in principal project manager or other staff assignments: None

Change in project period: Extension approved through September 30, 2013.