

US EPA ARCHIVE DOCUMENT

ACRES Training

Office of Brownfields and Land Revitalization



*Region 9 All Grantee Meeting
Oakland, CA
November 7-8, 2012*

Introductions

◆ Presenters

- Rachel Lentz, EPA HQ
- Frank Gardner, Region 1

◆ Agenda

- What is ACRES?
- Why is ACRES so important?
- How do I use ACRES?
- Where to go for help



**Please ask questions as they
pop into your head!**



Why ACRES?

◆ We use ACRES to:

- Collect data for Congressional requests
- Calculate GPRA measures
- Provide success stories to the public
- Justify the existence of the Brownfields program to appropriation committees.

Remember:

If you don't report it, it never happened!

Did you hear anything?



Data Entry Roles

◆ Grantees

- Section 128(a) Property Profile Forms for any site specific data

◆ Regions/ Project Officers

- Grant Profile data
- Data entry for closed grants

◆ Headquarters Contractor

- Some grant-specific data will be completed by an upload from IGMS
- Uploading multi-property profile forms
- Limited entry of data extracted from hardcopies.

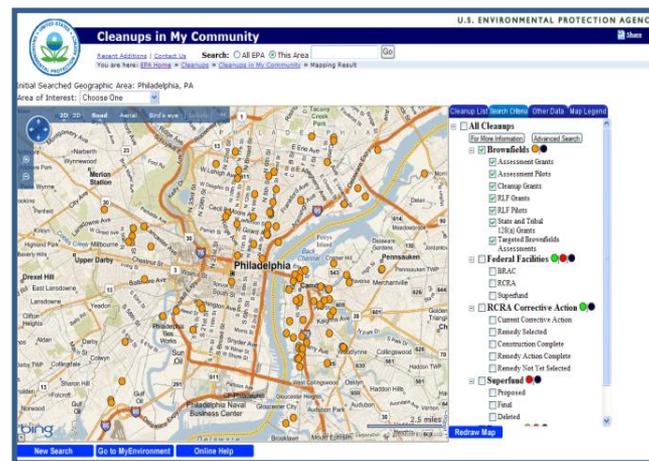
Are My Data Publicly Available? Yes!

◆ Cleanups in My Community (CIMC)

- <http://www.epa.gov/cimc>
- Powerful tool with robust mapping capabilities
- Includes data from several EPA Programs: Brownfields, Superfund, RCRA Corrective Action, and Federal Facilities
- Contains data on tens of thousands of sites tracked by EPA



CIMC – April 2011



How Can I Use the Data in ACRES?

◆ **Manage information about your brownfields projects**

- Quarterly Reporting
- Budget Tracking
- Contractor Performance

◆ **Build your case locally**

- Show economic benefits and leveraging
- JOBS, JOBS, JOBS!
- Project tax revenue expected from public investment
- Outreach / property access

Quality Assurance Reviews

◆ Regional Review

- Performed by Regions
- Technical review of data entered or edited in the system by Grantees or the Headquarters contractor
- Does not include Grant Profile or TBA data entered by the Region

◆ National Program Review

- Performed by the Headquarters contractor
- High level review of all data to ensure consistency
- Particularly focuses on any changes to performance measure or accomplishment data

◆ Both review processes include communication between those responsible for data entry and the reviewer

What Do These Terms Mean?

◆ **Property Record**

- Permanent record in ACRES containing all property data in a format based on the hard-copy Property Profile Form
- Updated when a property work package is approved

◆ **Property Work Package**

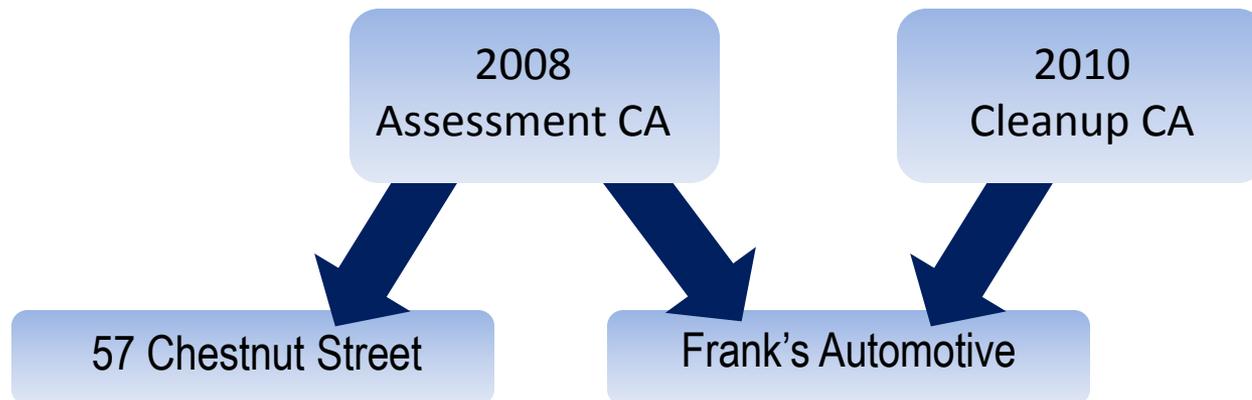
- Temporary file that no longer exists after being approved in the workflow
- The means to update a property record
- Electronic version of the hard-copy Property Profile Form

◆ **Property Profile Form**

- Hard-copy form filled out manually and submitted to EPA
- Basis for ACRES property data entry screens

How Are Data Organized?

- ◆ Each signed Cooperative Agreement is one record in ACRES
- ◆ A single property record may be associated with more than one grant
- ◆ “Follow the Money”



When Do I Submit Data in ACRES?

- ◆ Data should be updated in ACRES as soon as there is new activity to report



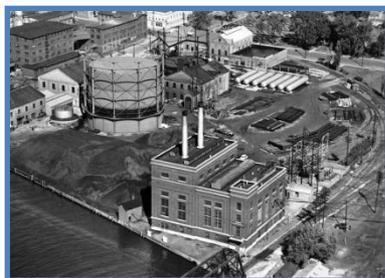
Phase 1/2 Start



Phase 1/2 Complete



*Redevelopment Start,
Complete, Leveraging
Info*



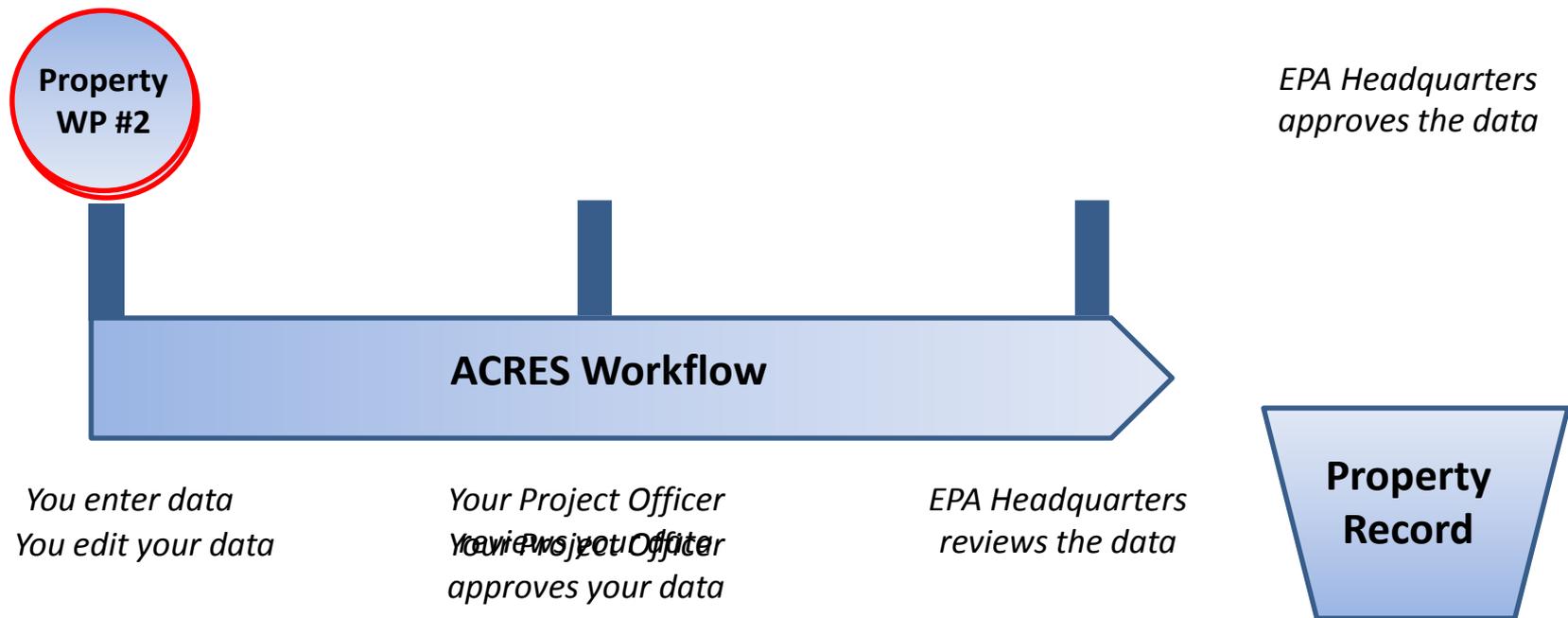
Property History



*Cleanup
Start/Complete,
Institutional Controls*

What is the ACRES Workflow?

- ◆ The series of actions and states that a work package must pass through before being completed
- ◆ The status of a work package indicates where it is in the workflow



ACRES Demonstration

Brownfields ACRES 4.0 - Windows Internet Explorer

https://cfext.epa.gov/acres/index.cfm?fuseaction=user.home

Brownfields ACRES 4.0

Welcome Rachel Lentz
Version 4.01.040 [Release Notes](#)
06/06/2012
[Logout](#)

HOME FIND PROPERTY/COOPERATIVE AGREEMENT/TBA REPORTS ADMIN My Preferences | Contact Us

Quick Links

- [Update User Information](#)
- [See Users in My Region](#)
- [Update My Email Preferences](#)
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- [Submitting Data for More Than Ten Properties?](#)
[Download the Multi-Property Spreadsheet](#)
- [ACRES Online Training Information](#)
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News, Alerts & Notifications

ACRES Online Training - classes offered the spring quarter
An online training class is offered to ACRES users on the first Tuesday of each month. The spring schedule features:

- "Getting Started" - a class providing instruction to new users on submitting property data (approx. 90 minutes). Offered Tuesday, April 10th (2 pm Eastern).
- "Next Level" - a class for users familiar with ACRES, providing instruction on how to make ACRES work for the user and their property scenarios (approx. 90 minutes). Offered Tuesday, May 8th (2 pm Eastern).

What's New?
A new version of ACRES (v. 4.01.020) was released Friday, March 9, 2012. A summary of the changes that have been made to the

National Accomplishments for FY 12

(see [Program Accomplishment Report](#) for complete accomplishment list)

	Pending	Approved
Assessments:	361	1339
Cleanups:	28	115
Leveraged \$:	\$0.00	\$1,143,183,655.00
Jobs (Cleanup):	164	1280
Jobs (Redevelopment):	505	2911
Acres RfR:	1579.17	2338.81

My Projects **Regional Status** My Regional Cooperative Agreements

Work Packages To Review Open Work Packages All My Projects

Work Packages to Review	ACRES Property ID	Cooperative Agreement	Cooperative Agreement #	Action	Status Since	Submitted By	Accomplishment Pending ?	New Property	Region
<p>Version 4.01.040 Release Notes My Preferences Contact Us Legal Logout Learn More about ACRES on EPA.gov/ACRES</p>									

What if I Have Questions?

◆ ACRES Help Desk

- acres_help@epa.gov or 703-284-8212

◆ Central Data Exchange (CDX) Help Desk

- helpdesk@epacdx.net or 888-890-1995

◆ ACRES Information Web page: <http://www.epa.gov/acres>

- Quick Reference Guides and videos(updated and new!!)
- Frequently Asked Questions
- Training Materials
- Release Notes

◆ Regional Staff

- Your Project officer

