



# The Next Level: ACRES Training for the Experienced Grantee




*June 2011*

## Objectives

- ◆ Briefly discuss the process of data entry
- ◆ Clarify key data elements for each grant type
- ◆ Discuss Ways that you can use the data in ACRES
- ◆ Demonstration of tools and functions in ACRES
- ◆ Learn what resources are available for your questions

 **Question & answer period  
at the end** 

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## How Can I Use the Data in ACRES?

### ◆ Manage information about your brownfields projects

- Quarterly Reporting
- Contract Management

### ◆ Build your case locally

- Show revenue-generating activity – leveraged funds - increased tax base - Build a case for maintaining and increasing public investment in brownfields
- JOBS, JOBS, JOBS!
- Project tax revenue expected from public investment
- Associate gains with other municipal goals
- Outreach / property access



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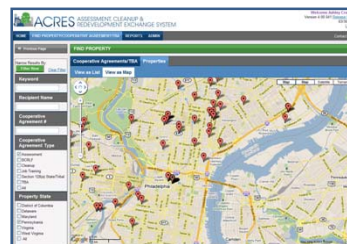
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## How Can I Use the Data in ACRES?

### ◆ Writing your next EPA Brownfields grant proposal

- Programmatic Capability, Outputs and Outcomes, Leveraging
- All funders, including EPA, like to see measurable results
- Could also be included in transportation, housing, and other grant programs

### ◆ Search for and identify other Brownfields projects in your area



ACRES – April 2011



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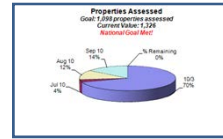
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## How Does EPA use the Data in ACRES?

### ◆ Documenting program success

- Environmental metrics
- Leveraging metrics

Brownfields Program Analysis – Sept 2010



### ◆ Responding to:

- Congressional inquiry
- Administration
- Press
- Public

Brownfields At A Glance – July 2010



## Are My Data Publicly Available? Yes!

### ◆ Brownfields Grant Fact Sheet Search Tool

- [http://cfpub.epa.gov/bf\\_factsheets/index.cfm](http://cfpub.epa.gov/bf_factsheets/index.cfm)

### ◆ 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



## 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



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## Can I Share Data Entry? Coming Soon!

### ◆ Only one user can own a work package at a time

- EPA CDX security policy discourages sharing logins

### ◆ There may be a need to share the data entry tasks, or to review another's data entry before submission to EPA



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## Can I Delete Data? Yes!

- ◆ **Work packages can be submitted to remove data from a property record**

- Your EPA Project Officer will review the work package and approve the deletion

- ◆ **Once you have started a work package, there is not currently a way to delete it**

- There are three options:
  - Submit it with no changes
  - Leave it until you have data to report, and then submit it with new data
  - Call the ACRES Help Desk



## Can I Delete Records?

- ◆ **Cooperative Agreement records are completely maintained by EPA and cannot be deleted**

- ◆ **Property records are entered and managed by ACRES users**

- If you associate a Property record to the wrong CA or need a Property record completely deleted, call the ACRES Help Desk

**Call the Help Desk!!**

## Can I QA My Records?

### ◆ 'Find Property' Function

- Use "Find Property" function to search on City and state only
- Prevent Duplicate property records

### ◆ Grant Home Page

- Tally of accomplishments / activities under grant
- Calculated totals of funding, leveraging, and other outputs/outcomes
- Makes quarterly reporting a snap!

### ◆ Geographic Location

- Check map for accuracy of site location
- Google maps function vs. lat/long input



## ACRES Demonstration

The screenshot displays the ACRES web application interface. At the top, it says 'ACRES ASSESSMENT, CLEANUP & REDEVELOPMENT EXCHANGE SYSTEM'. On the right, it says 'Welcome ACRES Training CAR Version 4.00.030 Release Status 05/05/2010 Logout'. Below this is a navigation bar with 'HOME', 'FIND PROPERTY', 'My Preferences', and 'Contact Us'. The main content area is divided into two columns. The left column has 'Quick Links' with items like 'Update My Email Preferences', 'Submitting Data for More Than Ten Properties?', and 'Download the Multi-Property Spreadsheet'. The right column has 'News, Alerts & Notifications' with items like 'Not sure where to start?', 'New to ACRES', 'Training Schedule', and 'Not sure what a "Cooperative Agreement" is?'. Below these is a section titled 'My Cooperative Agreements' and 'My Projects'. It lists several cooperative agreements with details like 'Columbia River Estuary Study Taskforce', 'Fairbanks North Star Borough', 'Oregon Tradesmen, Inc.', and 'Portland, City of (Oregon)'. At the bottom of this section is a green button that says 'Add a Cooperative Agreement to My List'.



## What Did You Learn?

- ◆ How can you use ACRES data?
- ◆ What is one way to look for duplicate property records?
- ◆ How many Cooperative Agreements can be associated with a single Property record?
- ◆ Should you go back and enter redevelopment data?



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## 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 (updated and new!!)
  - Frequently Asked Questions
  - Training Materials
  - Release Notes
- ◆ **Brownfields Photo Archive**
  - bf\_photos@sra.com



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# Questions?



*Columbia, MO - Cleanup*



*Providence, RI - Job Training*



*Anaheim, CA - RLF*



*South Bend, IN - RLF*



*Brewer, ME - Assessment*