Quarterly Report – July- Sept 2005
STATE INOVATION GRANT PROGRAM (SIG)

A. PROJECT TITLE: MICHIGAN ENVIRONMENTAL RESULTS PROGRAM (MERP) – DRY CLEANING SECTOR

B. APPLICANT INFORMATION:

Lead Agency:

Michigan Department of Environmental Quality (MDEQ)
Environmental Science and Services Division (ESSD)
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Geographic Focus:

Michigan - Statewide

C. FUNDING REQUESTED: *Financial information removed by EPA as confidential business information.*

D. PROJECT PERIOD: January 2005 through May 2008

Target Dates and Milestones

Table 1: Schedule of Major Project Tasks

Task Name	Task Description	Start Date	End Date	Percent Complete	Tasks Completed
Outreach	Outreach to internal and external stakeholders (including targeted facilities) about the project.	1-1-2005	10-16-2005	50%	▪ Mailed invitations to participate on Stakeholder's Workgroup. ▪ Scheduled initial stakeholder's meeting Oct 27, 2005
Goals Identification	Finalize the goals of this project upon which metrics will be based	1-1-2005	4-4-2005	90% Complete next quarter	▪ Submitted draft metrics and awaiting input from EPA
Measures Identification	Finalization of metrics to be tracked by this project.	1-1-2005	6-1-2005	75% Complete next quarter	▪ Submitted draft metrics to EPA
Facility Identification	Determine the exact characteristics of facilities to be included in this project and compile a list of facilities from reliable sources.	6-6-2005	12-7-2005	50%	▪ Submitted spreadsheets of the dry cleaning universe. The dry cleaners are broken up into type (perc and/or ps) and per inspector to contractor to evaluate. ▪ Characteristics of dry cleaners will be ➢ Perc only ➢ Area sources ➢ Conditionally Exempt Small Quantity Generators (CESQG)

Task Name	Task Description	Start Date	End Date	Percent Complete	Tasks Completed
Data Input and Management	Development and implementation of an approach to cost-effectively input and manage the MERP data, including primary and secondary data. Primary data consists of data from inspection reports and facility forms (including self-certification forms). Secondary data sources include lists of facilities from regulatory and private-sector databases.	**6-20-2005**	**6-30-2006**		▪This task will experience delays due to the extended time required to release the request for proposal (RFP) for database and automation. Will update start and end date once contract is let.
Statistical Methodology	Development of a statistical methodology to drive performance measurement and analytical tasks.	6-21-2005	**3-1-2006**	0%	▪This task is also been impacted by the delay of the RFP. However, will begin statistical methodology in 2005 3rd quarter.
Quality Assurance Project Plan Finalization and Approval (QAPP)	Finalize the QAPP based upon results of the measures identification, statistical methodology, and data management tasks. Primary data collection will not occur before relevant parts of the QAPP are finalized and approved by the USEPA.	1-1-2005	6-20-2006	5%	▪Develop a draft metrics ▪Will work with stakeholders to finalize metrics ▪Once finalized, will incorporate into QAPP
Baseline Inspections (establishing a performance measures baseline)	Inspections at facilities to establish a baseline for performance measures. Facilities selected at random from the entire targeted population based upon sample design from statistical methodology.	~~**3-28-2006**~~ **7-1-2006**	~~**6-6-2006**~~ **12-31-2006**	100%	This task is also been impacted by the delay of the RFP. Adjusted date MDEQ working with Cadmus developed baseline inspection list. Comp
Baseline Analysis	Analysis of inspection data to establish a baseline for the project's performance measures.	~~**6-6-2006**~~ **1-1-2007**	~~**7-7-2006**~~ **2-28-2007**		This task is also been impacted by the delay of the RFP. Adjusted date

Task Name	Task Description	Start Date	End Date	Percent Complete	Tasks Completed
Facility Assistance	Delivery of compliance/technical assistance to facilities, which is expected to take the form of workbooks, fact sheets, and/or workshops.	~~9-6-2006~~ **1-2-2007**	~~4-11-2007~~ **7-1-2007**		This task is also been impacted by the delay of the RFP. Adjusted date
Self-certification	Implementation of a voluntary facility self-certification approach. Self-certification refers to the submission of a record of a facility's compliance and beyond-compliance practices.	~~1-1-2005~~ **1-2-2007**	~~10-4-2006~~ **10-31-2007**		This task is also been impacted by the delay of the RFP. Adjusted date
Analysis of Self-certification Results	Analysis of self-certification data, with primary purpose of identifying opportunities for selective follow-up (next step).	5-15-2007	10-30-2007		This task should not experience delay.
Selective Follow-up	Selective follow-up with self-certifying facilities, based upon analysis of self-certification data. Selective follow-up may include telephone calls, inspections, and enforcement. Selective follow-up is not typically based upon a random sample.	11-13-2007	11-30-2007		This task should not experience delay.

Task Name	Task Description	Start Date	End Date	Percent Complete	Tasks Completed
Post-Certification Inspections	Inspections at facilities to establish whether sector performance measures (and other measures) have changed since the baseline. Inspection data also used to cross-check self-certification data at inspected facilities. Facilities selected at random from the entire universe of facilities, based upon sample design from statistical methodology. If resources allow, this project may collect representative samples from sub-populations (e.g., to compare the performance of certifiers to non-certifiers). The MDEQ recognizes that analytical challenges are presented by such an approach. Such challenges will be addressed in the statistical methodology, and the approach will be reflected in the amended QAPP.	11-30-2007	4-1-2008		This task should not experience delay.
Data Analysis	Analysis of baseline, self-certification, and post-certification data to understand change in facility performance and overall outcomes of interest. Assessment of project efficiency.	4-1-2008	4-29-2008		This task should not experience delay.
Reporting to the USEPA	Reporting shall include quarterly, annual, and final reports.	4-15-2008	5-7-2008		Final report date.

DETAILED ITEMIZED BUDGET:
MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY
COOPERATIVE AGREEMENT BUDGET DETAIL 01/01/05 - 03/30/05

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DRAFT MERP for Dry Cleaners Metrics

Metric (M) or Data (D) ID	Metric Name	Metric Data Description	Guidance, Requirement or Goal	Universe	Notes
M1.0	Perc Universe	# of Perc area sources and CESQG that participate in the MERP Program	Determine list of sources that meet the MERP criteria to participate	Dry Clean Database (DCD)	
D1.1		# of area sources	Determine universe of area perc sources	DCD	Need to evaluate existing data to determine area sources
D1.2		# of CESQG	Determine universe of CESQG perc area sources	DCD and WDS	Need to evaluate existing WDS data to determine CESQG
D1.3		Baseline inspections of area/CESQG sources	Determine baseline compliance of area/CESQG sources with EBPIs	DCD	
D1.4		Baseline inspections of non-area/non-CESQG sources	Determine baseline compliance of non-area/CESQG sources	DCD	
M2.0	Baseline compliance	From baseline inspections determine compliance with EBPIs	Determine EPBIs	DCD	This will determine the baseline compliance with EBPIs at the statistical sources through traditional inspections.
D2.1		Perform baseline traditional	Determine true	DCD	

Metric (M) or Data (D) ID	Metric Name	Metric Data Description	Guidance, Requirement or Goal	Universe	Notes
		inspections at statistical determined sources. From inspection results of area/CESQG list, determine which sources are truly area/CESQG	area/CESQG sources		
D2.2		From baseline inspection results, evaluate from non area/non-CESQG list which sources could be participating	Determine additional true area/CESQG sources	DCD	
D2.3		Compile lists from D2.1 and D2.2 for the complete actual area/CESQG sources			
D2.4		From actual area/CESQG list from D2.3, evaluate each EBPI.			
D2.5		Evaluate compliance with EBPIs at all sources not included in the statistical inspection sources.			
M3.0	Post Compliance	From post compliance inspections, determine compliance with EBPIs.	Re-evaluate EBPIs	DCD	This will determine the post inspection compliance with EBPIs at the statistical sources through traditional inspections.
D3.1		Evaluate compliance with EBPIs from self-certification submittals		DCD	
D3.2		Perform post inspections at statistical determined sources.		DCD	
D3.3		Evaluate compliance with EBPIs		DCD	

Metric (M) or Data (D) ID	Metric Name	Metric Data Description	Guidance, Requirement or Goal	Universe	Notes
		from traditional inspections at statistical determined sources.			
M4.0	Environmental Measures	Compare the post inspection results from M3.0 to the baseline inspection results from M2.0 to measure environmental performance of the MERP	Calculate environmental results of EBPI	Participating sources in DCD	The results from the participating sources will be summarized and compared to the non-participating sources.
M5.0	Outreach	Determine number of sources that participate in any of the outreach activities.	Reach entire dry cleaning universe	DCD	Distribute MERP documents to all perc area/CESQG dry cleaning facilities
M6.0	MERP Participants	Compile all the facilities that participated in MERP.			
D6.1		Send evaluation forms to MERP participants.	Evaluate and compile participant's comments and recommendations	Evaluation database	
D6.2		Incorporate comments into future outreach materials and presentations.			
M7.0	EPA Strategic Plan	Calculate the net environmental gain based upon the compliance between the baseline and post inspections.	Meet goals set forth in SIG proposal	DCD	