Pipeline and Hazardous Materials Safety Administration HMEP Grant Program



Performance Report Webinar

U.S. Department of Transportation Pipeline and Hazardous Materials Safety Administration



Hazmat Grant Program Office

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Director

Shakira Mack

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Business Analyst (CTR)

Grants Specialist Flor Valencia Grants Specialist **Bonita Brown** Grants Specialist

Lisa Reichenbacher **Grants Specialist Andre White Grants Specialist** Suezett Edwards **Grants Specialist**

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U.S. Department of Transportation Pipeline and Hazardous Materials

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Performance Reporting Guidance

- Use the web performance reporting link provided by PHMSA for all performance reporting at <u>https://hazmatgrants.phmsa.dot.gov</u>
- Mid-year performance reports must provide information on activities occurring during the first half of the grant year ending March 31. Due no later than April 30.
- Annual performance reports must provide information on activities occurring during the grant year ending September 30. Due no later than December 29.
- The final performance report must provide information on activities occurring during the entire 3-year grant cycle ending September 30, 2019. Due no later than December 29, 2019.

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Performance Reporting Guidance

HazMat Grants Form https://hazmatgrants.phmsa.dot.gov

- No account or password required
- Auto saves as you move from page-to-page
- You can save work and come back to complete
- There are no edit capabilities once you submit the form, unless PHMSA returns the form for corrections

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- You can search by grant number and retrieve old reports
- You can export reports as PDF files





IDENTIFYING INFORMATION

- A. Name of Recipient (Enter the information shown in Item 1 on the Grant Agreement cover page): Calisota Emergency Management Agency
- B. Agreement Number (Enter the information shown in Item 2 on the Grant Agreement cover page): HM-HMP-0012-16-00-01
- C. Performance Period or Grant Year (Enter the information shown in Item 5 on the Grant Agreement cover page):
 2017
- D. Name and Title of Point of Contact: Lynette Jones, Grants Administration Director
- E. E-Mail Address and Telephone Number of Point of Contact: <u>nee.nee@calisota.gov</u>



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REPORT OF PROGRESS

Provide a brief summary in the space provided of what was accomplished under the HMEP grant award during the reporting period or grant year for both planning and training, as applicable.

1. Please provide a narrative detailing how planning and training goals and objectives for the HMEP grant were achieved during this performance period.

Calisota was successful in meeting many planning and training goals and objectives for year one of the performance period. We were able to complete phase one of the state wide commodity flow study. We completed 10 of the counties and anticipate completing 10 more in year 2 of the performance period. We also trained approximately 45 emergency responders to hazmat technician level.

2. Please provide a narrative detailing how the State/Tribe/Territory, through the activities conducted using of HMEP funds, is better able to handle accidents and incidents involving the transport of hazardous materials.

By increasing the number of emergency responders that have the technician level training Calisota has increased the number of emergency responders that can effectively and efficiently respond to hazmat incidents safely.

 Please provide a brief description of any issues or delays, such as severe weather and forest fires, that impacted the HMEP grant recipient's ability to utilize or administer its HMEP award.

Calisota was unable to conduct hazmat operations level training for the following counties, Wallop, Gallows, and Sprint counties, due to wild fire that spread across the three counties.

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4. Planning information for reporting period. Please complete the table below.

Recipient Amount Funded Expende (Grantee, (\$) Subgrantee)	Activities Performed Plans Updated Plans Written Hazard Analysis Commodity Flow Other	Mode of Transport air, water, highway, rail, other	Type of Hazmat (if applicable)	Completion Date	What was the outcome? (If applicable)	Comments (Opitional)
Calisota 50,000 Emergency Management Tensor County 3,695	Commodity Flow Study phase 1 Plans updated	Highway Highway, rail		09/10/2017		



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5. Training Activities during this reporting period. Please complete the table below.

Award/Subaward	Training Type				5	
Recipient	Awareness,					
	Operations,					
	Specialist,					
	Technician,				NFPA 472,	
	Incident	Initial or		Amount	OSHA	
	Command,	Refresher	Number	Expended for	1910.120,	
	Other	(I/R)	Trained	Activity	Other	Comments (Optional)
Calisota State Office	Technician	1	45	15,000	NFPA 472	
of Fire Prevention						
and Control						
Macron County	Other – Crude oil by rail	1	35	10,000	NFPA 472	
	response					
	training					



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III. CERTIFICATIONS

The Grantee certifies that:

- 1. The aggregate expenditure of funds, exclusive of Federal funds, for developing, improving, and implementing emergency plans under EPCRA and training public sector employees to respond to accidents and incidents involving hazardous materials under EPCRA will be maintained at a level that does not fall below the average level of such expenditures for the 5 fiscal years prior to the grant project.
- 2. The Grantee is complying with Sections 301 and 303 of EPCRA (42 U.S.C. 11001, 11003).
- 3. The Grantee has made 75 percent of the award available for the purpose of training and/or planning activities.
- 4. The person it authorized to provide training has an auditable accounting system.
- 5. All training activities conducted is compliant with the NFPA 472 or OSHA 29 CFR 1910.120.
- 6. To the best of my knowledge and belief this report is correct and complete and reflects the performance of activities and purposes set forth in the award documents.

Grantee Authorized Representative Signature: Lynette Jones

Organizational Title: Grants Administration Director

Date: 12/28/2017



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HMEP Grant Progress Report link on the HazMat Grant Forms page https://hazmatgrants. phmsa.dot.gov

PHMSA Home PHMS/ U.S. Department of Transportation Pipeline and Hazardous Materials Safety Administration HazMat Grant Forms Activity Request PHMSA Grant Contact Information Change Request SF270 - Request for Advance or Reimbursement (please see below) New: HMEP Grant Program - Progress Report phi eInvoicing System Go Live! Notification As of May 31, 2012 all US DOT grant payment requests (including HMEP/SPSTG/HMIT) must be submitted through the Delphi eInvoicing System. The Department of Transportation (DOT) has implemented a program to transform and automate the grants payment process. Starting May 31 2012, PHMSA Grants Program grant recipients will be required to create and submit a standard invoice, including SF-270 form for payment electronically through Delphi eInvoicing System. This system has replaced the Grants Portal SF-270 submission process only. The Delphi eInvoicing System is a real-time invoicing tool that improves efficiency and data transparency by reducing the time between invoice submission(SF-270) and payment and by providing grant recipients with accurate invoice status reporting capabilities. Prior to accessing the eInvoicing system, Grant Recipients are required to complete a registration process in order to obtain system access. All grant recipient users external to the DOT must complete the eAuthentication certification process which ensures the identity of eInvoicing users external to DOT. All users must be verified prior to issuance of a user name and password to access the eInvoicing system. The registration process is as follows:

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Test Recipient	• A The agency's name listed on the NCA
B. HMEP Agreement Number (Enter the information shown in Item 2 on the Grant Agreement cover page): HM-HMP-0000-00-00-00	 B. The HMEP grant number listed on the NGA
C. Performance Period or Grant Year (Enter the information shown in Item 5 on the Grant Agreement cover page):	• C. The grant fiscal year (2016, 2017, or 2018)
D. Name and Title of Point of Contact:	 D. Agency point of contact and title
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Email Address: abca@abc.com	





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3. The Grantee has made 75 percent of the award available	for the purpose of training and/or planning activities.	
4. The person it authorized to provide training has an audita	ble accounting system.	
5. All training activities conducted are consistent with the co	mpetencies identified in NFPA 472 or OSHA 29 CFR § 1910.120.	
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HMEP Grant Program Contact Information

- General Inquiries: <u>HMEP.Grants@dot.gov</u>
- Website: <u>www.phmsa.dot.gov/hazmat/grants</u>
- Phone: 202-366-1109



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