Wendy Del Rosa
Business Committee Chairperson
Alturas Rancheria
Post Office Box 340
Alturas, California 96101

Re: EPA General Assistance Program (GAP) End of Year Report, GA-96926101-0

Dear Chairperson Del Rosa:

The Tribal Section evaluated Rancheria progress under the first year of your GAP grant. We evaluate progress of all GAP grant recipients annually. GAP funds provide support for planning, developing and establishing tribal environmental protection programs and implementing solid and hazardous waste programs. I am providing you with a copy (attached) of the annual end-of-year report which covers GAP activities from October 1, 2013 through September 30, 2014.

The Rancheria made good progress during the first year of their GAP grant, highlighted by completion of a Tribal Environmental Plan, Environmental Inventory, and Integrated Solid Waste management Plan.

I would like to thank Mr. Creig Marcus for his assistance compiling this report and providing timely progress reports throughout the year. We appreciate the support you and other members of the Council provided for environmental protection efforts. If you have any questions or concerns regarding this report, please call me at (415) 947-3561 or Tim Wilhite, GAP Project Officer, at (415) 841-4577. I look forward to continuing to work with you and your staff in the future.

Sincerely,

Enclosure

Laura M. Ebbert
Manager
Tribal Section

cc: Wayne Smith, Administrator
Creig Marcus, Environmental Director
Fareed Ali, EPA Grants Specialist

Alturas Rancheria
General Assistance Program End-of-Year Report for
One GAP Work Plan Covering October 1, 2013 through September 30, 2014

Table 1. Progress Reports and Expenditure Status

Reporting Periods	Report Dates
October – December 2013	01/31/14 (timely)
January - March 2014	04/30/14 (timely)
April – June 2014	07/30/14 (timely)
July – September 2014	12/31/14 (late, no Director onboard)
Expenditures	$182,743 out of $187,500 spent; $4,757 was unspent

Table 2. Status of Mandatory GAP Deliverables

Deliverable	Comments
Fiscal/Administrative Assessment	To be completed by 09/30/2015
Environmental Inventory	Original completed/approved 04/17/2014
Tribal Environmental Plan	Original completed/approved 08/14/2014
Integrated Solid Waste Mgmt. Plan	Original completed/approved 0/28/2014

2013 - 2014 EPA GAP Project Officer Summary
Of 12 work plan commitments, 11 were completed and one was partially completed. Alturas provided informative progress reports and completed some very important foundation documents for their Environmental Program, including a Tribal Environmental Plan, Environmental Inventory and Integrated Solid Waste Management Plan. Expenditures were commensurate with progress.

GAP Work Plan Activities				
GAP Component 1: Management of Environmental Office *Estimated Component Cost : $28,136……Estimated Component Work Years: .22*				
Commitments		**Outputs and Deliverables**	**Status**	**Comments**
1.1	Hire new Tribal Environmental Director (TED). Set up new office in Tribal Government Office Building. New laptop and printer, monthly office supplies and monthly office expenses.	Tribal Council will have advertised and hired new Tribal Environmental Director (TED) by 10/15/13. New TED will set up and organize new office by 10/31/13. Introduce TED to EPA.	Complete	Tribe provided timely, informative reports.
1.2	Attend Region 9 EPA/RTOC quarterly meetings, Green Technology training. Attend Environmental Training/GAP workshop. (Total expense for travel =$7380.00 + 20 days payroll =$4640.00)	Submit reports to Tribal Council on each meeting and trainings. Include in quarterly reports to EPA.	Complete	Activities were completed. Green technologies course has apparently started.
1.3	TED will work with Tribal Administration and accountant to insure grant reporting and financial management fully complies with the CFR, General Accepted Accounting Principles and the tribes Administrative Policy Manual. TED will prepare a monthly report of grant expenditures according to the budget; this will be reviewed by the Tribal Administrator and accountant. A report will be prepared by the TED to insure grant commitments are being met according to the outputs and deliverables. Both reports will be submitted at the monthly Tribal Council meeting. An equipment inventory to include purchases under $5,000 will be maintained according to the Tribal Administrative GAP Online Progress Report Work Plan Period: 10/01/2013 - 09/30/2014 Tribe: Alturas Indian Rancheria California Page 2 Policy Manual. The inventory will be submitted in the final report to EPA Region 9.	Full accountability of all grant funds for allowable costs. Monthly reports for Tribal Council review and approval -financial and progress report. Quarterly and annual closeout (10/31/14) reports to EPA. Compliance with A-133 audit if required. Equipment inventory will be included in annual report to Region 9 EPA.	Complete	Monthly reports were provided through March. Alturas did a nice job .making monthly reports to Council parallel to progress reports to the EPA. We believe that is an efficient way to operate. An equipment inventory needs to be provided.
1.4	The EPA will review our quarterly reports and the Project Officer will provide a ongoing evaluation of our progress under the grant. The TED and Tribal Administrator will conduct an administrative assessment with guidance from the EPA. The TED, Tribal Administrator and Project	Draft EPA evaluation will be submitted to the Tribe for comment. Final EPA evaluation submitted to the tribe after comments from the TED are reviewed and changes made to draft.	Complete	Mailed the week of 03/24/15.

	Officer will work on the draft EPA evaluation before the final report is mailed to the Tribal Council.	The final grant closeout report will include the evaluation for submittal to EPA by 10/31/14.		
GAP Component 2. Environmental Inventory and Planning *Estimated Component Cost : $17,400……Estimated Component Work Years: .29*				
2.1	Conduct an environmental inventory utilizing archived tribal records, field research, interviews with tribal members and local government agencies.	An environmental inventory that identifies the exact nature of environmental issues that impact the tribal lands and people. A resolution from the Tribal Council approving the inventory. The final environmental inventory will submitted to the EPA.	Complete	Nice job completing an environmental inventory in the first year of your grant.
2.2	Develop a Tribal Environmental Plan according to the guidelines established by the EPA through ETEPS.	A Tribal Environmental Plan that will allow for planning for grants and identify the need for assistance from the EPA and other agencies to mitigate environmental issues. Progress on the TEP will be included in the GAP quarterly reports, the final TEP will be submitted to the EPA by 7/1/14	Complete	The plan seems simple, direct and on-target. Very nice job. Council voted to approve the document, but did not feel a resolution was necessary. The EPA has drafted our side of an ETEP and will share it with Alturas ASAP.
GAP Component 3. Solid Waste and Pollution Prevention *Estimated Component Cost : $17,980……Estimated Component Work Years: .3*				
3.1	Conduct an inventory of open dumps to assess the health and contamination threat to the environment and public. Utilize EPA records to identify open dumps.	Inventory of open dumps and environmental hazards. Data will be used in ordinance development and strategic planning. Estimate timeline and cost to cleanup. Provide Open Dump Survey form to EPA by 8/1/14. Include in quarterly report to EPA.	Complete	One dump survey form was provided. Alturas listed more areas of concern (e.g., home burn sites, old septic tanks). Perhaps in combination they would qualify as a scattered dump site.

3.2	Work in conjunction with EPA Tribal Solid Waste Team to develop ISWMP. Submit the draft ISWMP to EPA Tribal Solid Waste Team for review and comment. After incorporating their recommendations, submit to Tribal Council for review and approving resolution.	Develop and submit an Integrated Solid Waste Management Plan to EPA Tribal Solid Waste Team by 7/30/14. Submit a final ISWMP to Tribal Council for final approval to submit to EPA by 9/30/14	Complete	A plan was provided to the EPA electronically.
3.3	Develop resources for green building standards, resources for green products and green energy reduction technologies. Using these resources to develop future Green standards section of TEO and an eventual Green Ordinance.	Develop resources for green building standards, resources for green products and green energy reduction technologies. Using these resources to develop future Green standards section of TEO and an eventual Green Ordinance.	Complete	Looks like a lot of research was accomplished.
GAP Component 4. Insecticide and Rodenticide Program Development *Estimated Component Cost: $11,484……Estimated Component Work Years: 19*				
4,1	Educate and train tribal members, staff and residents on the proper usage of insecticides. This will be accomplished by a workshop conducted by the TED, local wildlife officials and the local health department.	Submit report of workshop and contacts in quarterly and final report to EPA on 10/31/14.	Complete	The deliverable was provided electronically.
4.2	Utilizing the Tribal Environmental Inventory to assist in identifying pesticides used by the Rancheria, the casino and members, to document the type, handling, storage and amount used. Inventory the chemicals used, associated hazards and treatment schedules. Research alternative green alternatives. Due to the tribal land being bordered by Wildlife preserve and farmland, local governments conduct extensive spraying throughout the year. Research, network and develop relationships with local government agencies that utilize these chemicals for insect and pest control.	Established understandings with local government agencies on chemicals being used resulting in increased safety to tribal members, residents and staff. A comprehensive inventory of the pesticides, chemicals and their usage will be produced. This will be included in the annual report to the EPA on 10/31/14.	Complete	An e-list of pesticides used by the Casino is forthcoming.
4.3	Utilizing the Tribal Environmental Inventory, Tribal Environmental Plan and EPA resources, prepare guidelines and regulations that will be	Submit the inventory and proposed guidelines/regulations to Project Officer for comment, then submit to	Partially Complete	An ordinance was drafted but was not acted upon by Council yet.

	included as a section in the future Tribal Environmental Ordinance.	the Tribal Council for final approval. Include in annual report to EPA on 10/31/14. Section will be ready for inclusion for future TEO.		