# SUPPLEMENTAL ENVIRONMENTAL PROJECT PROPOSAL FORM

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| Project Name:  {Name of Project} | | |
| Organization Name:  {Name of Tribe} | | |
| Contact Name: | | |
| Mailing Address: | | |
| City: | State: | Zip Code: |
| Street Address (if different from above): | | |
| City: | State: | Zip Code: |
| Telephone Number: | | |
| Fax Number: | | |
| Company Email Address: | | |

**SIGNATURE**

I declare that I have examined this statement, and to the best of my knowledge and belief, it is true, correct, and complete.

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| SEP Submitter Name: | Title: |
| Signature of Submitter: | Date of Signature: |

# ORGANIZATION DESCRIPTION

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| nonprofit 501(C)(3) |
| government |
| local agency |
| tribal government |
| business |
| other (if other, please explain): |
| Provide a brief history of the organization (mission, vision, and goals):  *The mission of the {Your Tribe’s Environmental/Government Organization}.* |

**ORGANIZATION EXPERIENCE**

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| Provide information on the organization’s ability and capacity to complete the proposed project.  Describe previous project management experience, including a list of completed projects/dates and who funded the project:  *{Insert Tribe’s completed projects and under what type of funding i.e., GAP. PPG, or CAA 103, and/or CAA 105.}* |

# PROJECT INFORMATION

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| Project Name:  Tribal Green Roof Pilot Project |
| Organization Name:  {Insert Tribe Name} |
| Project Location(s): Provide the address or GPS coordinates of where the proposed project will take place:  *{Insert Name, Description, Address, and/or GPS Coordinates of Proposed Project Site(s). If specific location is not known yet, describe how it will be determined.}* |

**ENVIRONMENTAL ISSUE TO BE ADDRESSED**

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| Air Monitoring |
| Indoor Air Filtration |
| Human Health and Asthma Outreach |
| Green Projects |
| Community Engagement and education |
| Other (if other, please explain): |

# PROJECT DESCRIPTION

Provide a scope of work for the project and explain how the proposed project will benefit air quality. If applicable, explain how the project benefits disadvantaged communities:

An example of an acceptable SEP Proposal Project Description:

*The proposed project will provide the Tribe funding to convert Tribally owned building roofs with green vegetation to reduce and filter storm water runoff, absorb pollutants include carbon dioxide (CO2), and provide natural habitat. In addition, the green roof project will help the Tribe by lowering air-conditioning demand and decreasing associated air pollution and greenhouse gas (GHG) emissions from conventional power sources. Vegetation can also remove pollutants include GHG's from the air through dry deposition and carbon sequestration and storage, respectively.*

**PROJECT TIMELINE**

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| Provide a timeline for project implementation. Provide a breakdown of the major milestones required to implement the project, including completion dates:  *An example of a proposed phase timeline and a simplified timeline. (Keep in mind that SEPs can be done all at once or in phases with multiple funding cycles.)*  *Example One:*  *Phase One – Identify Project Site (depending on the how big of a facility/site)*  *Phase Two – Partnerships (i.e., scope of work and who is going to do the work.) (~3-4 months). Design phase, conditions and affected areas, and overall outcome.*  *Phase Three – Contractor work. The longer the project, the more it will cost. (~30-40 days).*  *Phase Four – Design phase. (~6 months) (30-, 60-, and 90-day time frames).*  *Phase Five – Contractors have own time frame (depending on dollar amount >$500,000, high dollar projects out on the street for 60 days.) (Bid period).*  *Phase Six – Implementing Project (30-day review period).*  *Phase Seven – Project Completion and Final Report to CARB*  *\*\*\* Throughout the duration of the project, report to CARB on progress\*\*\** |
| Total Estimated Cost:  $15 – $25 per square foot for intensive roofs.  $10 – $20 per square foot for extensive roofs.  (CARB SEPs can range from $50,000 – $10,000,000) |

# SELECT THE BENEFIT THAT BEST APPLIES TO THE PROPOSED PROJECT

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| Reduction of exposure to air pollution |
| Emissions reductions |
| Air quality violations preventions |

**ENVIRONMENTAL BENEFITS**

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| Describe the specific benefits/drawbacks to the environment and/or the community:  An example of the environmental benefits of the proposed SEP:  *The green roof pilot project will allow the Tribe to reduce the need to manage storm water that accumulates and the stress put on local sewer systems. In addition, the plants prevent the distribution of smog and dust while also catching many pollutants found in the air. Finally, green roofs can be public spaces, such as gardens or recreational areas, to be enjoyed by the community.* |
| Emission Benefits: For projects with a direct emissions benefit, please provide an analysis of the emissions prevention or reduction that result from the proposed SEP, and specify the pollutants addressed by the project.  *If emission reductions/benefits are a part of the SEP Proposal. A baseline data set is useful to state the specific reduction amounts that will be achieved upon the project completion. Example:*  *The EPA published a case study, Estimating the Environmental Effects of Green Roofs, which demonstrates green roofs' environmental and health benefits for Kansas City, Missouri. The case study lays out a replicable analytical framework using free quantitative tools created by EPA and others that state and local decision-makers and practitioners can use to assess the multiple benefits of green roofs. The study that the over 700,000 ft2 total coverage of green roofs in Kansas City installed between 1999–2020 would result in avoided emissions of 384 pounds of nitrogen oxide, 734 pounds of sulfur dioxide, and 269 tons of carbon dioxide in 2020. These emissions reductions* *equate to monetized health benefits of $35,500–$80,5000.*  *Link to Case Study:*  [*https://www.epa.gov/sites/default/files/2018-09/documents/greenroofs\_casestudy\_kansascity.pdf*](https://www.epa.gov/sites/default/files/2018-09/documents/greenroofs_casestudy_kansascity.pdf) |

# ITEMIZED BUDGET

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| Provide a detailed list of expected project expenses; include all items to complete the project and  the funding needed for each item. Cost breakdown should include capital, operational, and administrative costs (You may attach documents relating to the project to provide additional information (e.g. project timeline, itemized budget):  *Depending on the project your team will need to have a detailed itemized budget.* *See* [*CARB Template SEP Budget*](https://secureservercdn.net/198.71.233.206/7vv.611.myftpupload.com/wp-content/uploads/2021/10/SEP_Budget_Template.xlsx) *to help create a proposed itemized budget.* |

*(For amendments to projects in implementation phase, include up-to-date project costs to justify funding amounts.)*

# INSTRUCTIONS FOR COMPLETING THIS FORM

Use this form to submit detailed supplemental environmental project (SEP) proposals. Complete this SEP proposal form cover page, and attach the supplementary proposal documents as requested below. Questions may be directed to [SEP@arb.ca.gov](mailto:SEP@arb.ca.gov).

Project proposal submissions shall be directed to either [SEP@arb.ca.gov](mailto:SEP@arb.ca.gov) or mailed to:

Air Resources Board Enforcement Division ATTN: SEP Program

P.O. Box 2815

Sacramento, CA 95812-2815

# PRIVACY STATEMENT

Please note that under the California Public Records Act (Gov. Code, § 6250 et seq.), your submissions, including associated contact information (e.g., your address, phone, email, etc.) become public records and may be released to the public upon request. Personal information will be protected from disclosure as required by law, including under the Information Protection Act (Cal. Civ. Code, § 1798, et seq.). Information that is claimed to be confidential should be submitted as provided in CARB’s regulations for submitting confidential data, California Code of Regulations, title 17, section 91011.