

# **AB617 Community Air Protection Program**

**(G18-CAPP-36)**

## **CAPCOA Progress Report 1**

**January 1, 2020 – June 1, 2020**

### **1. Introduction**

The California Air Pollution Control Officers Association (CAPCOA) received grant funds from the California Air Resources Board (CARB) to implement the Community Air Protection Program consistent with the goals of Assembly Bill 617 (AB617).

This progress report satisfies Item 3.a of the Scope of Work of the grant agreement by providing the following information:

- Progress report number, title, name of Grantee, date of submission, project Grant number;
- Summary of work completed and in progress since the last progress report, noting progress toward completion of any tasks and milestones identified in the work plan;
- Identified problems or concerns and proposed solutions, if applicable;
- Grant funds remaining and expended; and;
- Itemized invoice showing all costs for which reimbursement is being requested.

### **2. Work Completed and In Progress**

As of the date of this report, CAPCOA staff has coordinated meetings with districts, including those where CARB was in attendance. These meetings include the weekly AB 617 coordination meetings with OCAP staff, ad hoc work group meetings to develop CAP grant guidelines, providing telephone and in-person support to air districts on AB 617 programs, meeting with OCAP management to ensure AB 617 policies and planning procedures are aligned with air district activities, and attending and assisting with community steering committee meetings. Staff has also presented information regarding AB 617 at these meetings.

In addition, CAPCOA staff has assisted in many elements of both the MCAP and CAPP grants. CAPCOA staff has assisted District staff to understand what each grant can be used for and recently lead a workgroup to create the first project plan for an additional MCAP project type under Chapter 6.

## **2.1 WORK IN PROGRESS**

CAPCOA staff continues to participate in all of the above outlined AB 617 coordination meetings, including the regular weekly OCAP coordination meetings. In addition, CAPCOA continues to participate in the emission methodology development committee, of which the group deliverables will be added to the emission reporting regulation at a future date.

CAPCOA staff will participate in the bi-weekly AB 617 coordination meetings with Imperial County APCD and CARB staff. CAPCOA staff will continue to assist with both MCAP and CAPP grant needs of the Districts, and the development of statewide project plans.

## **2.2 ACCOUNTING**

CAPCOA has expended all funds as of June 2020. Therefore, we are submitting a request for \$25,000 in addition to this report to cover work activities to date.

## **3. Conclusion**

This annual report documents CAPCOA's completed work and work in progress to implement the Community Air Protection Program.

See the Statement of Activities (page 2 of the Disbursement Form), attached for cost calculation for work performed through June 2020.

**California Air Pollution Control Officers Association**  
**Statement of Activity**  
 January - June, 2020

	<b>Total</b>
Revenue	
<b>Total Revenue</b>	<b>-</b>
Gross Profit	-
<b>Expenditures</b>	
<b>Events &amp; Projects Expenses</b>	
Printing	5.94
<b>Total Events &amp; Projects Expenses</b>	<b>5.94</b>
<b>General &amp; Administrative Exp.</b>	
Auditing & Financial	3,739.46
Bank Service Charges	-
Board Development & Support	-
Dues & Subscriptions	78.58
Insurance	126.70
Interest Expense	-
Internet & Technology	85.37
Legal Fees	173.95
Minor Equipment	188.52
Miscellaneous	-
Office Rent	1,378.86
Office Supplies	133.23
Postage & Delivery	18.06
Storage	44.10
Taxes & Licenses	7.63
Telephone & Communications	510.92
Travel	172.18
<b>Total General &amp; Administrative Exp.</b>	<b>6,657.56</b>
<b>Human Resource Expense</b>	
Employee Benefits	188.94
Gross Wages	17,747.54
Payroll Processing Fees	257.20
Payroll Taxes	1,514.85
Professional Development	-
Subcontractors	-
<b>Total Human Resource Expense</b>	<b>19,708.53</b>
<b>Program Expenses</b>	
Training	-
<b>Total Program Expenses</b>	-
<b>Total Expenditures</b>	<b>26,372.03</b>
<b>Net Operating Revenue</b>	<b>(26,372.03)</b>
<b>Net Revenue</b>	<b>(26,372.03)</b>

<b>Total Disbursement (Remaining Funds) of Grant G18-CAPP-36</b>	<b>25,000.00</b>
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