

**Texas Commission on Environmental Quality
Air Quality Division**

**FY 2010/2011
Local Initiative Projects**

**Project Proposal/Project Summary Forms
May 2010**

INSTRUCTIONS

This document provides the forms for use by the Counties in submitting local initiative projects for funding to the Texas Commission on Environmental Quality (TCEQ). These forms must be used by the County to submit projects to the TCEQ for review and acceptance.

Project Summary Form and Certification Form

The forms should be used by the County to provide the TCEQ information on each project approved for funding by its governing body. The *Project Summary Form* outlines the format for the County to provide the TCEQ with the necessary information concerning each project selected. The *Project Summary Form* will serve as the project proposal, as required by Section IV: Project Approval of the contract with the TCEQ.

A *Certification Form* serves as written certification by the County that the projects were reviewed for eligibility and found to meet the minimum criteria. It must be submitted with the project summary forms. The County may submit a resolution from its governing body indicating the support for the projects selected, but a certification form must still be submitted with the project summary forms.

The project summaries and certification form should be provided to the TCEQ for all projects. If, at a later date, additional projects are proposed for funding, additional project summary forms and certification forms must be submitted. Changes to existing projects must also be documented on a revised project summary form and submitted to the TCEQ.

The TCEQ will review the project summaries and will notify the County in writing of any projects that the TCEQ determines may not meet project eligibility criteria under the terms of the grant agreement, or for which there may be a question about the project. The County is requested to respond to any request from the TCEQ for additional information concerning a project. The County may not proceed with funding a project until notified that it may do so by the TCEQ.

**FY 2010/2011 Local Initiative Projects
Project Summary**

County Certification

Williamson County makes the following certifications regarding the projects included with the accompanying Project Summaries:

1. The projects were selected in accordance with the procedures set forth in the grant agreement with Texas Commission on Environmental Quality (TCEQ);
2. The project proposals have been fully evaluated and determined to fit within the minimum criteria and standards established by TCEQ for this program, as well as more specific standards established for the project categories by the County;
3. The project proposals are consistent with and directly support implementation of the Texas Health and Safety Code, 382.220; and
4. The governing body of Williamson County officially approved the selection of these projects on _____.

Authorized Certifying Official

Date

Typed/Printed Name and Title:

**FY 2010/2011 Local Initiative Projects
Project Summary Form**

☒ New ☐ Revised

County: Williamson	Fiscal Year: 2010-2011
Date: June 8, 2010	Revision Date:
Contact Person and Phone Number: Gary Boyd (512) 260-4226, Claudia A Hernandez (512) 260-4227	

Brief Project Title: Counterfeit Motor Vehicle Inspection Program	Total Grant Funding: \$167,652.18
Counties to be Served: Williamson County	Matching/In-Kind Services: \$50,040.00
Project Dates: Start Date: Date Notice to Proceed Signed End Date: August 31, 2011	If contracting with another entity, list name and contact person:

For the following budget summary also see attached, detailed spreadsheet.

BUDGET CATEGORY	FUNDING AMOUNT	MATCHING/SOURCE
Personnel / Salaries <i>See attached spreadsheet</i>	\$ 116,695.10	\$ 5,100.00 (in-kind)
Fringe Benefits	\$ 33,817.29	\$
Travel <i>Training on Emissions Data base, training from TxDPS on counterfeit sticker recognition and statutory requirements; overnight travel for designated Deputies to NCTCOG for database training.</i>	\$ 3,500.00	
Supplies <i>Public awareness publications and program related handouts.</i>		\$ 7,500.00 (cash)
Equipment <i>Equipment needed to set up surveillance teams.</i>	\$ 13,639.79	
Construction		

<i>List & itemize construction expenditures</i>		
Contractual <i>List & itemize contractual expenditures (other than construction)</i>		
Other <i>Usual and customary charge for vehicle fleet pool usage.</i>		\$ 37,440.00 (in-kind)
Indirect Charges		
TOTAL FUNDING	\$ 167,652.18	\$ 50,040.00

In-Kind Match:

If in-kind match is used, include a detailed description and estimated value of the property or professional services to be donated to the project.

Project Description:

Summary: Law enforcement officers will check the North Central Texas Council of Governments Emissions Database for counterfeit, fictitious, improperly issued or expired state inspection certificates. If a certificate is identified as being counterfeit, fictitious, improperly issued or expired, the certificate will be scraped from the windshield of the vehicle and a citation will be issued **or an arrest made**. Information about the Drive a Clean Machine Program may be given to the driver of the vehicle.

How: When (if) a vehicle is pulled over for a moving violation, (or if the vehicle is identified by a parking lot check) an officer will run the license plate number through North Central Texas Council of Governments Emissions Database (NED) to verify the validity of the emissions certificate and registration. If the emissions certificate is a fake, expired, or counterfeit certificate, a citation will be issued **or an arrest made**.

Training: Training is paramount to the success of the program. All officers participating in this program will attend training on Motor Vehicle Inspections and how to use NED. Training on Motor Vehicle Inspections will be conducted by the Texas Department of Safety. The purpose of the training is to familiarize the officers with the proper procedures of safety inspections (what to look for as officers), and how the emission portions of the inspection affect the total program overview. The North Central Texas Council of Governments (NCTCOG) will train law enforcement officers on how to use NED.

NED: NED was developed in order to effectively and quickly determine if a vehicle is displaying current and legitimately issued Vehicle State Inspection Certificate. NED contains information about vehicle inspection reports from the following counties since 2001 Brazoria,

Collin, Dallas, Denton, Ellis, Ft. Bend, Galveston, Harris, Johnson, Kaufman, Montgomery, Parker, Rockwall and Tarrant. Information for Travis and Williamson started in 2006 when emission testing began. This database also contains information about reported smoking vehicles for counties in North Central Texas. Smoking vehicle information can be entered if an offense is observed and reported. NED is updated weekly, internet based, password protected, and available to Law Enforcement officers 24/7.

Authorized Signature: _____

Date: _____