

WRITING INTO YOUR GAP WORK PLAN

EXAMPLE - GAP work-plan commitment and deliverable

IGAP Work Plan for FY 15				
Tribe: Community Tribe Region: Region 10 Work Plan Period Begin: October 1, 2014 End: September 30, 2015				
Work Plan Component 1: Joint EPA – Tribal Environmental Plan Developing a joint environmental protection plan that identifies long range environmental capacity development and program implementation goals that are consistent with GAP capacity indicators and EPA program authorities. ← Your GAP Component (project)				
Capacity Indicator Developed (see GAP Guidebook to select one or more that apply): B.6.2; B.5.1 Personnel: ENVIRONMENTAL PROGRAM COORDINATOR, ENVIRONMENTAL PROGRAM ASSISTANT				
Long-Term Outcome (s) (Changes in the Environment, Public Health, Behavior or Knowledge): <ul style="list-style-type: none"> Increased knowledge of EPA programs, resources and technical assistance that are aligned with tribal priorities and tribal environmental protection program develop goals. 				
Intermediate Outcome (s) (this work plan period): <ul style="list-style-type: none"> Identify EPA statutes and regulations applicable to regulate entities in the community. Identify appropriate role for tribe in helping to implement EPA Programs. Identify current and needed tribal law/codes/ordinances/regulations. Identify the long term program development goals and capacity indicators that the tribe will establish. 				
Estimated Cost: \$30,000			Estimated Work Years: 1.0	
COMMITMENTS		ESTIMATED TASK COST (optional)	END DATE	OUTPUTS AND DELIVERABLES
1.1	Work with EPA Project officers and programs to identify which EPA statutes and regulations apply to facilities, sites and activities that may affect the tribe or that are located in close proximity to tribal boundaries.		3/31/2014	- List of applicable statues and regulations
1.2	Review, and update with tribal information, EPA's baseline inventory of regulated entities, sites or activities that may affect the tribe or that are located in close proximity to tribal boundaries		3/31/15	- Complete accurate inventory.
1.3	Identify existing tribal priorities and associated capacity indicators the tribe intends to establish.		6/30/15	- Environmental priorities.
1.4	Develop a joint EPA-Tribal Environmental plan that includes the following for each of the programs identified under this Commitment:1) Identification of tribal environmental priorities including capacity building and program implementation goals;2) Identification of EPA program priorities and management requirements;3) Inventory of regulated entities; and4) Identification of mutual roles and responsibilities.		9/30/15	- Joint planning agreement approved by both the legally authorized tribal leadership and the EPA Regional Administrator.

Work Plan Component 2: Travel and Training Increase tribal grant management capacity. ← Your GAP Component (project)				
Capacity Indicator Developed (see GAP Guidebook to select one or more that apply): B.2.3; B.5.1 Personnel: ENVIRONMENTAL PROGRAM COORDINATOR, ENVIRONMENTAL PROGRAM ASSISTANT				
Long-Term Outcome (s) (Changes in the Environment, Public Health, Behavior or Knowledge): <ul style="list-style-type: none"> Increase funding for tribal programs. Healthier community. 				
Intermediate Outcome (s) (this work plan period): <ul style="list-style-type: none"> Increased tribal capacity for managing grants Greater knowledge of available resources Increased partnerships. 				
Estimated Cost: \$95,000			Estimated Work Years: .09	
COMMITMENTS		ESTIMATED TASK COST (optional)	END DATE	OUTPUTS AND DELIVERABLES
2.1	Staff will research available grant and financial management trainings		12/1/14	- List of available trainings.
2.2	GAP Staff will attend a grants management training		4/1/15	- Training Agenda - Trip Report - Certificates of completion.
2.3	GAP Coordinator, Tribal Administrator and Bookkeeper will attend Quickbooks training		7/30/15	- -Trip reports - Certificates of completion.