

**General Assistance Program
Sample Work Plan Template**

Tribe: Oak Flat Tribe

Region: IX

Work Plan Period Begin 10/1/07 **End:** 9/30/08

Work Plan Component 2: Solid/Hazardous Waste Implementation

Primary Capacity Area Developed (check one):

Legal Enforcement/Compliance Technical Communication Administrative Solid/Hazardous Waste Implementation

Environmental Outcome(s):

- HHW properly disposed of
- Increased community awareness of proper HHW disposal

Intermediate Outcome(s) (this work plan period):

- Increased tribal HHW capacity

ESTIMATED COMPONENT COST: \$ 16,000

ESTIMATED COMPONENT WORK YEARS: .3

Env Director .1 @ 40/hr Env Tech. .2 @ 25/hr

COMMITMENTS		CAPACITY AREA DEVELOPED	ESTIMATED COMMITMENT COST (optional)	END DATE	OUTPUTS AND DELIVERABLES
1.1	Conduct a community survey to better understand the Tribe's HHW issues and needs.	Communication	\$1,500 60hrs @ \$25/hr	12/30/07	Copy of the community survey provided to EPA.
1.2	Conduct a waste stream analysis	Technical	\$1,000 40 hrs @ \$25/hr	12/30/07	Copy of the waste stream analysis provided to EPA
1.3	Research HHW collection options for the community including: <ul style="list-style-type: none"> • possible program partners and sponsors • laws, regulations, and guidelines • costs of various options 	Technical	\$1,000 40 hrs @ 25/hr	3/30/08	HHW collection option report provided to EPA
1.4	Develop a HHW Collection Plan for the Tribe that includes: <ul style="list-style-type: none"> • A description of the community service area and the HHW collection needs of the community • A discussion of the various collection options • A detailed collection plan drawn from the collection options • A safety plan for collecting HHW • A discussion of long term goals and program sustainability 	Technical	\$4,000 100 hrs @ 40/hr	3/30/08	HHW Collection Plan provided to EPA
1.5	Implement HHW collection option chosen from the HHW Collection Plan	Solid/Hazardous Waste Implementation	\$6,500 100 hrs @ 40/hr 100 hrs @ 25/hr	9/30/08	Progress will be detailed in progress report.
1.6	Conduct HHW outreach and education to the community	Communication	\$1,000 40 hrs @ 25/hr	9/30/08	Copies of outreach materials provided to EPA
1.7	Evaluate program effectiveness	Technical	\$1,000	9/30/08	Copy of report to EPA

		40 hrs @ 25/hr	
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EPA Use Only

2003-2008 EPA Strategic Plan

Goal X:

Objective X.X:

Sub-objective X.X.X: