

**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 x

**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"> <li>• possible program partners and sponsors</li> <li>• laws, regulations, and guidelines</li> <li>• costs of various options</li> </ul>	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"> <li>• A description of the community service area and the HHW collection needs of the community</li> <li>• A discussion of the various collection options</li> <li>• A detailed collection plan drawn from the collection options</li> <li>• A safety plan for collecting HHW</li> <li>• A discussion of long term goals and program sustainability</li> </ul>	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		
<u>EPA Use Only</u>					
<b>2003-2008 EPA Strategic Plan</b>					
<b>Goal X:</b>	<b>Objective X.X:</b>		<b>Sub-objective X.X.X:</b>		