

2019 State Damage Prevention Program Grant Mid-Term Progress Report

CFDA Number: 20.720

Award Number: 93JK31940020PSDP

Project Title: State Damage Prevention (SOP) Program Grants - 2019

Date Submitted: April 9, 2020

Submitted by: Jamie Renard

Specific Objective(s) of the Agreement

Fund enforcement, education, training, communication, support, analysis, partnership, and mediation activities associated with its damage prevention program. (Elements 1-9)

Work scope

Under the terms of this grant agreement, the Recipient will address the following applicable elements listed in the approved application, pursuant to 49 U.S.C. §60134 (a), (b).

- Element 1 (Effective Communications): Participation by operators, excavators, and other stakeholders in the development and implementation of methods for establishing and maintaining effective communications between stakeholders from receipt of an excavation notification until successful completion of the excavation, as appropriate. (Not Applicable)
- Element 2 (Comprehensive Stakeholder Support): A process for fostering and ensuring the support and partnership of stakeholders, including excavators, operators, locators, designers, and local government in all phases of the program. (Not Applicable)
- Element 3 (Operator Internal Performance Measurement): A process for reviewing the adequacy of a pipeline operator's internal performance measures regarding persons performing locating services and quality assurance programs. (Not Applicable)
- Element 4 (Effective Employee Training): Participation by operators, excavators, and other stakeholders in the development and implementation of effective employee training programs to ensure that operators, the one call center, the enforcing agency, and the excavators have partnered to design and implement training for the employees of operators, excavators, and locators. (Not Applicable)
- Element 5 (Public Education): A process for fostering and ensuring active participation by all stakeholders in public education for damage prevention activities. (Applicable)
- Element 6 (Dispute Resolution): A process for resolving disputes that defines the State authority's role as a partner and facilitator to resolve issues. (Not Applicable)
- Element 7 (Enforcement): Enforcement of State damage prevention laws and regulations for all aspects of the damage prevention process, including public education, and the use of civil penalties for violations assessable by the appropriate State authority. (Not Applicable)
- Element 8 (Technology): A process for fostering and promoting the use, by all appropriate stakeholders, of improving technologies that may enhance communications, underground pipeline locating capability, and gathering and analyzing information about the accuracy and effectiveness of locating programs. (Not Applicable)

- Element 9 (Damage Prevention Program Review): A process for review and analysis of the effectiveness of each program element, including a means for implementing improvements identified by such program reviews. (Not Applicable)

Accomplishments for this period (Item 1 under Article IX, Section 9.01 Progress Report: "A comparison of actual accomplishments to the objectives established for the period.")

The overall objective was to continue the Commission's outreach efforts in order to further lower the number of damages per 1,000 locates. Staff representing the Commission's Damage Prevention program attended 35 events this year before public outreach events were suspended due to COVID-19. Staff presented materials to educate the public and stakeholders about safe digging practices and 811 Call Before You Dig.

Quantifiable Metrics/Measures of Effectiveness (Item 2 under Article IX, Section 9.01 Progress Report: "Where the output of the project can be quantified, a computation of the cost per unit of output.")

At this time, grant funds on the proposed project have not been expensed. Due to the COVID-19 pandemic circumstances, the Commission submitted a proposal to PHMSA on March 26, 2020 to change the scope of grant-funded Damage Prevention efforts this year. With limitations on travel during the pandemic, the Commission is unable to focus on outreach for the remainder of the grant period of the fiscal year as originally proposed.

Issues, Problems or Challenges (Item 3 under Article IX, Section 9.01 Progress Report: "The reasons for slippage if established objectives were not met. ")

Due to the COVID-19 pandemic, the current travel bans and stay-at-home orders prevent any outreach activities indefinitely. The Commission submitted a proposal to reallocate grant funds on March 26, 2020 and is currently awaiting approval. This reallocation will focus on work Element 7 (Enforcement). When the reallocation is approved, the grant funds will be used to upgrade the damage reporting platform. The upgrade process will begin with an assessment of current business processes and identification of ideal future processes. Future efforts will position the Commission to better utilize and analyze more accurate data related to enforcement of the state's Damage Prevention rules. The Commission will gain a more complete overview of trends regarding pipeline damages. In aggregate, this information is crucial in determining how the Commission chooses to focus its future efforts to prevent pipeline damage in Texas.

Mid-term Financial Status Report

Report is attached.

Plans for Next Period (Remainder of Grant)

The Commission, along with most organizations, is changing how it does business for the foreseeable future. The original work scope was to use Damage Prevention grant funding to travel to safety awareness events and distribute educational materials and items for stakeholders to take away as a reminder to always Call Before You Dig. Given the current circumstances, and the many unknown factors relating to the pandemic, those activities have been suspended, and Commission staff's attendance at safety awareness events including meetings and demonstrations with operators,

excavators, public officials, and the general public will continue to be limited for the remainder of the grant period, if allowed at all.

On March 26, 2020, the Commission requested to revise the project scope for the FY 2019 Damage Prevention grant. This project scope change will move the Commission's efforts from Element 5: Public Education, which included the budget categories "Other" and "Travel" to a project primarily under Element 7: Enforcement.

Budget Category	Existing Budget Allocation	Proposed Budget Allocation
Travel	\$20,000.00	\$-
Other (Element 5)	\$80,000.00	\$3,655.42
Contractual (Element 7)	\$-	\$95,844.25
Total	\$100,000.00	\$100,000.00

To improve the enforcement related to Damage Prevention, a thorough review of business processes will be conducted by a contractor for the following:

- Documentation of high-level process flows/lifecycles for Damage Prevention business processes;
- Development of a proposal of enhanced or revised business models, processes, techniques, or rules to achieve additional efficiencies;
- Documentation of proposed business processes, techniques, rules, or other internal governing mandates that can be eliminated; and
- Development of a plan outlining how to achieve efficiencies.

This work will continue into the next fiscal year. Funding for a new phase of this effort was submitted in the FY 2020 Damage Prevention application, submitted on March 16, 2020.

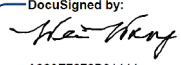
Under OMB guidance M-20-17 item 4, the Commission also requests a no-cost extension for 12 months beyond the current expiration date of 9/27/2020 to 9/27/2021. The OMB memo indicates that this extension may occur automatically to the extent permitted by law.

Requests of the AOR and/or PHMSA

The Commission requests consideration and a response to the request from March 26, 2020 to alter the work scope of this year's grant award from Element 5: Public Education to Element 7: Enforcement to work to improve the Commission's enforcement processes.

FEDERAL FINANCIAL REPORT

(Follow form instructions)

1. Federal Agency and Organizational Element to Which Report is Submitted State Damage Prevention Program		2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment) 6933K31940020PSDP				Page of 1 1 pages	
3. Recipient Organization (Name and complete address including Zip code) Railroad Commission of Texas 1701 N. Congress Austin, TX 78701							
4a. DUNS Number 28619182	4b. EIN 74-6000134	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment) Agency Fund 5155		6. Report Type <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Semi-Annual <input type="checkbox"/> Annual <input type="checkbox"/> Final	7. Basis of Accounting <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual		
8. Project/Grant Period (Month, Day, Year) From: 9/28/2019 To: 9/27/2020				9. Reporting Period End Date (Month, Day, Year) 3/27/2020			
10. Transactions <i>(Use lines a-c for single or combined multiple grant reporting)</i>					Cumulative		
Federal Cash (To report multiple grants separately, also use FFR Attachment):							
a. Cash Receipts				\$	-		
b. Cash Disbursements				\$	-		
c. Cash on Hand (line a minus b)				\$	-		
<i>(Use lines d-o for single grant reporting)</i>							
Federal Expenditures and Unobligated Balance:							
d. Total Federal funds authorized				\$	100,000.00		
e. Federal share of expenditures				\$	-		
f. Federal share of unliquidated obligations				\$	-		
g. Total Federal share (sum of lines e and f)				\$	-		
h. Unobligated balance of Federal funds (line d minus g)				\$	100,000.00		
Recipient Share:							
i. Total recipient share required				\$	-		
j. Recipient share of expenditures				\$	-		
k. Remaining recipient share to be provided (line i minus j)				\$	-		
Program Income:							
l. Total Federal share of program income earned							
m. Program income expended in accordance with the deduction alternative							
n. Program income expended in accordance with the addition alternative							
o. Unexpended program income (line l minus line m or line n)							
11.	a. Type	b. Rate	c. Period From	Period To	d. Base	e. Amount Charged	f. Federal Share
Indirect Expense					\$ -	\$ -	\$ -
g. Totals:					\$ -	\$ -	\$ -
12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation:							
13. Certification: By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and intent set forth in the award documents. I am aware that any false, fictitious, or fraudulent information may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)							
a. Typed or Printed Name and Title of Authorized Certifying Official Wei Wang Executive Director DocuSigned by:  A320E7878B01444...					c. Telephone (Area code, number, and extension) 512-463-2645		
					d. Email Address colleen.forrest@rrc.texas.gov		
					e. Date Report Submitted (Month, Day, Year) April 7, 2020		
					14. Agency use only:		

 Standard Form 425 - Revised 10/11/2011
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