

EPA New England Fiscal Year 2003 Environmental Justice Progress Report

INTRODUCTION AND FORMAT OF THE REPORT

This report provides an assessment of the progress EPA New England (EPA NE) has made in its effort to integrate the environmental justice (EJ) principles of fair treatment, meaningful involvement and public health protection into its day-to-day activities during fiscal year (FY) 2003. The report describes a number of significant accomplishments achieved and initiatives undertaken that directly support EJ (Sections 1-3), and provides a series of anecdotal observations which demonstrate an increased interest, understanding and enthusiasm among staff around EJ issues (Section 4). During FY 2003, EPA NE also began an effort to better integrate the work of its EJ and Tribal Program staff, as described in Section 5. These measures of performance, when viewed together, are indicative of an EJ Program in the region that is taking root and gaining momentum.

Despite these considerable successes, EPA NE was not able to achieve all that was set out in its EJ Action Plan for FY 2003. Section 2 is the completed progress report matrix listing all the commitments from our EJ Action Plan for FY 2003 and their status. Section 6 of this report describes the most significant commitments that were not met, along with their current status and anticipated completion dates. On October 1, 2003, the region also established a series of performance indicators, listed in Section 7, which will be tracked in all future progress reports and will demonstrate, over time, the success of the region's EJ Program. Section 8 of the report lists the support and assistance required from the national Office of Environmental Justice (OEJ) in order for EPA NE to meet all its EJ goals. Attachment A includes biographical sketches of interns who worked on EJ-related projects between fiscal years 2001 and 2003.

SECTION 1 - SIGNIFICANT ACCOMPLISHMENTS

The accomplishments identified in this section touch every office in the region and represent activities or initiatives which directly support EJ efforts in a significant and meaningful way. This is not an exhaustive list of EJ-related activities, but is sufficient to demonstrate the extent to which staff understand and have embraced EJ objectives. The accomplishments are listed in order of the corresponding goals identified in the original EJ Action Plan for FY 2003.

Goal #1: *Communication*– To effectively convey information about EJ issues, policies, programs and results to the widest audience possible, including the public, state , local and tribal governments, and EPA NE staff.

EJ News

EPA NE continued to publish *EJ News*, a quarterly publication of the regional EJ Council that is distributed to all staff in the region and about 400 external partners, including community-based

organizations, health services groups, academic institutions, individuals, and officials from other federal, state, and local government agencies on EPA NE's EJ mailing list. Both electronic and hard copy versions of the newsletter are distributed, since this is key to reaching many of the region's most important stakeholders— especially people in minority and low-income communities— who may not have internet access. To date, five newsletters have been issued, and the feedback has been overwhelmingly positive. Past issues of the newsletter can be accessed on the EJ Program internet site, and individuals or organizations can subscribe to the newsletter online at <http://www.epa.gov/ne/ej/subscribe.html>.

Spanish materials on the web

EPA NE has translated many of its websites and linked material into Spanish. EPA NE plans to continue to translate other websites and material.

Goal #2: Internal Organizational Engagement and Training— To ensure that each office considers EJ in its strategic and operational planning efforts; and to ensure that the staff and managers in each office understand the concept of EJ and how, through their work or through their interactions with others, they can have an impact on EJ.

Environmental Justice Awareness Training

Starting in March of 2002, EPA NE launched its environmental justice training program to raise awareness and understanding of EJ principles. As part of EPA NE's EJ Action Plans for Fiscal Years 2001-2003, all staff, from both the regional office in Boston and the lab in Chelmsford, Mass., have participated in EJ Awareness Training. The training was built from the program developed by the national EJ Training Collaborative. Based on staff feedback, the curriculum was modified to better reflect regional needs and interests.

The training consisted of several modules ranging from defining environmental justice to roleplaying in a public involvement workshop. Modules also highlighted regional and national environmental justice cases and achievements. A presentation of the EPA NE Environmental Justice Desktop Mapping Tool (EJ Mapping Tool) was added to familiarize staff with this regional desktop tool.

One of the best received portions of the training was the community site tour. Participants had a chance to see and discuss environmental justice issues with an active local community-based organization in a nearby area of potential EJ concern. Led by local community residents, the tours touched upon various environmental issues. In Chelsea and East Boston, Mass., participants toured the banks of Chelsea Creek, which lacks the necessary public access the community desires among other environmental concerns. Staff have also visited the communities of Roxbury, Dorchester and Chinatown, in Boston, and Lawrence, Mass.

At each training session, several seats were made available to state, community group and industry representatives, whose perspectives also enriched the training experience.

As of October 1, 2003, 580 staff (78% of the workforce) had received the basic EJ Awareness Training. As of January 1, 2004, 712 of EPA NE's employees (98% of the workforce) have been trained. A make-up session is being scheduled for the Spring of 2004 for the 15 employees that have not yet taken the training. The EJ Awareness Training course has been added to the core curriculum for all new EPA NE staff to ensure that new employees have the same threshold understanding of EJ. Now that most employees have received the basic EJ Awareness Training, EPA NE is exploring the possibility of offering more advanced training to encourage further discussion of environmental justice issues.

EJ Guidance Compendium

The EPA NE Environmental Justice Functional Guidance Compendium (EJ Guidance Compendium) was finalized in February 2004. The EJ Guidance Compendium provides guidance for staff working in seven of EPA NE's major functional areas, including: (1) Contracts and Procurement, (2) Development and Approval of State Programs, (3) Federal Financial Assistance Agreements, (4) Inspections, Enforcement and Compliance Assistance, (5) Performance Partnership Agreements (PPAs) with States, (6) Permitting, and (7) Waste Site Cleanup, Emergency Response and Brownfields. The document provides function-specific direction that will enable staff who work in those program areas to integrate EJ principles into their day-to-day work. The EJ Guidance Compendium also includes guidance that should be applied by staff region-wide to assess and take action to address environmental justice issues, including the Brief Users' Guide to the EPA NE EJ Desktop Mapping Tool, and guidance on conducting public involvement activities and working with tribes. A cross-office training plan has been developed for each functional guidance area, and training will begin during the second quarter of FY 2004.

This compendium, which had been targeted for release on January 1, 2003, is the centerpiece of the region's efforts to integrate environmental justice principles in the day-to-day work of the region. As the developmental process began, it became clear that the effort was larger and more complex than originally anticipated. Given its importance, the EJ Council chose to continue developing the comprehensive EJ Guidance Compendium that is expected to change the way EPA NE's work is performed. The complexity of the task delayed the issuance of the EJ Guidance Compendium by a year. The final EJ Guidance Compendium was issued in February 2004 and training on each of the function-specific chapters will begin during the second quarter of FY 2004.

This function-specific guidance, together with the EJ Awareness Training and the EJ Mapping Tool that were also rolled-out in FY 2003, provide staff with a solid foundation to build EJ goals and objectives into their day-to-day activities.

UEI is now UEP:

The Urban Environmental Program (UEP) was formalized in 2002 by EPA Regional

Administrator Robert W. Varney, who made the decision based on a successful Urban Environmental Initiative pilot. The goal of that pilot, begun in 1995, was to improve the quality of life for urban residents in Boston, Mass., Providence, R.I. and Hartford, Conn. In 2003, the UEP Team began the process of putting in place a five-year strategic plan to serve the urban cities and communities in the region that have the greatest environmental and public health needs, and where there is the greatest opportunity for federal resources to be leveraged in ways that would improve the quality of life of residents in these areas.

Urban Earth Day events

UEP sponsored or co-sponsored several Earth Day events in FY 2003 that provided volunteer opportunities for EPA NE staff to work directly with community partners in urban areas across Massachusetts, Connecticut and Rhode Island. These types of “hands-on” opportunities for staff are an important component of the EJ awareness building efforts underway in the region, and complement the formal training and informal learning opportunities, (“Lunch and Learns” and Special Emphasis Program events, where appropriate).

- In Massachusetts, UEP hosted an Earth Day event along the Chelsea Creek inviting staff to work together to conduct a clean-up adjacent to the Urban Wild that was being created in East Boston and to restore a community garden in Chelsea. Approximately 30 EPA NE employees participated in these events. UEP also worked with the Lead Action Collaborative to conduct neighborhood surveys in Roxbury to identify potential lead hazards in the community. Approximately 20 staff donated hours of service to help community partners gather this information.
- In Rhode Island, an Earth Day event brought together five EPA NE volunteers who joined forces with local residents to transform a vacant lot into a pocket park.
- In Connecticut, eight volunteers traveled to Bridgeport to host an Earth Day Learning Fair that educated hundreds of students about environmental and public health issues.

EJ-related Special Emphasis Program events

EPA NE is working to highlight EJ issues through its Special Emphasis Program events, where appropriate. In 2003, approximately 50 EPA NE employees attended a Hispanic Special Emphasis Program event where they listened to JSI Center for Environmental Health Studies present the results of an auto body training program and a survey of the ritualistic use of mercury in Lawrence, Mass. Lawrence is one of the poorest cities in Boston, and has a large Hispanic community with many non-English speaking residents.

The auto body shop training program, conducted in Spanish, was designed to teach shop owners and workers how to bring their businesses into compliance with state and federal environmental laws. The training also explained the environmental and health hazards of various materials commonly used in auto body shops.

The goals of the Ritual Use of Mercury Assessment and Education Project were to assess the use of mercury, known as “azogue” in Spanish, for ritual and spiritual purposes among Hispanic residents in Lawrence and conduct education and outreach programs on the hazards to public health and the environment associated with its use. EPA NE is presently participated on a state-led task force to address this very important public health issue.

Goal #3: *External Stakeholder Engagement*– To educate and change behavior and actions to ensure that environmental justice is an integral part of the region’s external partners’ roles and responsibilities.

Holyoke community listening session

While the region worked internally to raise staff awareness of EJ, several initiatives focused on reaching out to external stakeholders in the region to address their EJ concerns. On May 7, 2003, a listening session, co-sponsored by EPA NE, Nuestras Raices, Nueva Esperanza and the City of Holyoke was held in Holyoke, Mass. The purpose of the event was to listen to community concerns and identify opportunities where EPA involvement would help to resolve them. Over 60 people attended the listening session. Community leaders, representatives of community-based organizations and residents discussed environmental and public health concerns with EPA staff. The event was kicked-off with an environmental information fair, followed by a Holyoke Environmental Awards ceremony, the “Holyoke: From the Mountains to the Plains” student poster contest and a series of presentations and roundtable discussions. One of the roundtable discussions was conducted entirely in Spanish to allow for maximum audience participation. Common themes emerged as priorities, including asthma and water quality. Residents also discussed pollution from local factories, abandoned and old buildings, vacant lots, trash and littering, Brownfields, river pollution and lack of access to the Connecticut River.

This listening session was a first step to build upon community efforts in the past to bring together many different stakeholders to understand the issues facing Holyoke residents. The next step will be to convene the participating co-sponsors to share findings and results and begin to identify some priorities for action. Working in partnership with community, local government and residents EPA New England hopes to help target our available resources to help improve the quality of life for local residents in Holyoke.

The new Healthy Communities Grant Program

The region’s recently developed Healthy Communities Grant Program is a successful collaborative effort between UEP and eight other EPA NE programs—the Smart Growth, Children’s Environmental Health, Asthma, Air Toxics, Tools for Schools, Pesticides, Toxics, and Pollution Prevention programs— to combine available resources in order to achieve measurable environmental and public health results in communities throughout New England. The Healthy Communities Grant Program is now EPA NE’s main grant program for communities to reduce environmental risks, and protect and improve human health and their residents’ quality of life.

To be eligible for the Healthy Communities Grant Program, projects must meet two criteria: (1) Be located in and directly benefit one or more of the four Target Investment Areas; and (2) Achieve measurable environmental and public health results in one or more of the eight Target Program Areas. For the purposes of the grant program, Target Investment Areas include Potential Environmental Justice Areas of Concern; Places with High Risks from Toxic Air Pollution; Sensitive Populations; and/or Urban Areas (population of 35,000 or more). The Healthy Communities Grant Program Target Program Areas include: Asthma; Capacity-Building on Environmental and Public Health Issues; Community Air Toxics; Healthy Indoor Environments; Healthy Schools; Preserving & Restoring Urban Natural Resources and Open/Green Space; Urban Development & Redevelopment; and Urban Transportation & Mobility.

Science of Environmental Justice conference

On May 25 and 26, 2004, EPA NE will host a conference titled, “The Science of Environmental Justice: Science to Action: Community-based Participatory Research and Cumulative Risk Analysis as Tools to Advance Environmental Justice in Suburban, Urban and Rural Communities.” This national conference is set to bring together representatives from local community-based organizations and academic institutions, scientists, and officials from all levels of government. This is the first opportunity for these stakeholders to discuss environmental justice issues in the context of community-based participatory research at an ORD conference. Traditionally these conferences are reserved for EPA scientists and other relevant staff. With a diverse multi-stakeholder audience, EPA NE hopes to create a unique dialogue among these participants to further cooperation in all stages of the research process in order to advance the understanding of cumulative risk analysis.

Fish Smart Campaign

This campaign was developed by EPA NE in partnership with state and local officials to explain the health-based fishing ban in parts of the New Bedford Harbor in Massachusetts and Rhode Island. The campaign targets women of child-bearing age, the fishing community and children. Local partners educated clients as to the health risks associated with the consumption of PCB-contaminated seafood and distributed educational materials developed by the state agencies and EPA. The media portion of the campaign includes: Public Service Announcements in bus stations and in the entire bus fleet serving the New Bedford area; posters in public housing and homeless shelters; media print campaign; school programs; and a Grand Rounds approach to educate family practice physicians. A fact sheet that was developed as part of the campaign is presented in English, Spanish and Portuguese. Pamphlets will be mailed to over 4,000 people residing in the vicinity of the harbor and new, easier to understand signs will be posted along the shore in popular fishing locations.

Use of EJ data in the settlement of a Clean Air Act enforcement case

The Mystic Station power plant, located in Everett, Mass., has experienced a long history of opacity (visible emission) air violations. These visible emissions from the plant contain

particulates that can trigger asthma and other respiratory illnesses. The Office of Environmental Stewardship (OES) at EPA NE has been carrying out enforcement action to eliminate the violations. In March 2002, EPA issued an Administrative Order to Mystic requiring it to comply with the opacity limits through new combustion equipment installation and other measures.

As part of its case development, EPA decided to determine the impact of opacity violations and associated particulate loadings at the Mystic station on residents of potential environmental justice areas. In order to do so, staff and managers of the OES Air Technical Unit and Legal/Regulatory Units consulted with the Air Permitting and Air Quality Planning Units of the Office Of Ecosystem Protection (OEP), the Office of Administration and Resources Management (OARM), and the OES representatives on the EJ Council to develop an appropriate approach. At OEP's suggestion, OES decided to first model the ground-level impacts of opacity violations from the Mystic plant on local air quality (total particulate and PM_{2.5} concentrations) using an air quality dispersion model. The dispersion modeling predicted the areas that would experience significantly elevated total particulate levels as a result of Mystic's opacity violations. Next, OES planned to overlay the areas with elevated particulate levels with the location of potential EJ areas, to see if EJ areas would be affected by the Mystic plume, and the number of people that would be affected, both in nearby communities and the potential EJ areas. To do so, OES decided to use the Geographic Information System (GIS) system, ArcInfo software and databases maintained by OARM, which include demographic information on EJ areas down to the census block group level.

The air quality dispersion model used was the HYSPLIT Model, which is available for use on the National Oceanographic and Atmospheric (NOAA) website, and is linked to NOAA weather data. The HYSPLIT model inputs include the date, time, and emission rate. The HYSPLIT model outputs are concentration contours and the point of highest concentration; the model runs using the weather conditions specific to a particular date and time. Working with OES, OEP staff did numerous model runs to look at the impact of different days when opacity violations occurred, with varying weather conditions and emission rates. Two rounds of modeling were conducted - an initial round for total particulate using available sampling data for the plant, and a subsequent round for PM_{2.5}, using an updated HYSPLIT model and new particulate emission and particle size distribution data from a sampling program conducted for the project. The maximum impact modeled was an increase of 6.9 micrograms per cubic meter in PM_{2.5} levels on December 10, 2001. The GIS overlay done by OARM's GIS staff with the 1990 census data showed that the total population affected by elevated PM_{2.5} levels on this date was approximately 234,000, and that a total population of approximately 103,000 (42%) of these people lived in potential EJ areas. The analysis was helpful in indicating a significant potential impact on the EJ areas, and helped convey the importance of the enforcement action - both in internal discussions within EPA and in negotiations with the company.

Lead enforcement

EPA NE just completed a record year on the lead paint enforcement front. During the fiscal year

that ended Sept. 30, 2003, the region carried out more than 100 inspections to ensure that landlords and property owners are complying with federal lead disclosure rules. More than a half-dozen enforcement actions were initiated in response to those inspections and earlier inspections. The cases were in Connecticut, Massachusetts, Maine, New Hampshire and Rhode Island.

Compliance with the lead disclosure rule has been a major focus of the EPA's regional office for the past several years. The initiative has also included numerous compliance assistance workshops to help property owners and property managers understand their requirements under the federal lead disclosure law. More compliance assistance workshops will be held in 2004.

Asthma

EPA NE has several efforts underway throughout the region to address asthma, an important problem within the region and one which is often found in potential environmental justice areas of concern. Several of those follow:

- *Asthma Grants Initiative:* Although constrained by available resources, the EPA NE has in place an ambitious grants program that will enable the region to better understand asthma prevalence, reduce asthma attacks by educating target audiences about asthma triggers, support in-home intervention, and serve the needs of urban communities and potential EJ areas of concern. Staff from the UEP and the Air Permits, Toxics, and Indoor Programs Unit worked together in FY 2003 on targeted asthma education and outreach programs in environmental justice and urban areas in Massachusetts and Connecticut. Together they have managed cooperative agreements that are achieving measurable results in Bridgeport and Hartford, Connecticut and Boston, Mass.
- *In-home asthma education of children in Boston Public Housing:* This EPA sponsored resident education is based on a 'train the trainer' model and focuses on the identification and prevention of asthma triggers in the home, including pest control strategies. This in-home training places a heavy emphasis on appropriate pest control techniques, particularly in homes with heavy pest infestation.

Due to the increasing knowledge of the role of pesticides in asthma etiology, an in-home education team focused the training on integrated pest management (IPM) principles. The team, which included a certified pest applicator and individuals with public health training, provided residents with pest abatement tips that were designed to make their homes inhospitable to pests. Some of these instructions included preventing pests' access to homes through caulking of cracks and crevices, clutter management and, in very extreme cases, the use of low impact pesticides (e.g., gels and bait stations). The instructions were tailored to meet the individual needs of the homes and were conducted in the presence of community health advocates (CHAs), who are also Boston Public Housing residents. The CHAs will later take this training to a wider audience of public

housing residents.

- *Auto Body Shop Training Program in Lawrence, Mass.:* The city of Lawrence, Mass., has the highest pediatric asthma rate in the Commonwealth and is also one of the 25 poorest cities in the country. Lawrence's population is approximately 70% Hispanic and its many auto body and repair shops, totaling approximately 138, are mostly clustered together. The residents are concerned about emissions from these shops and believe it is one of the root causes of the high prevalence of asthma in the city.

Funding from EPA was used primarily for the design and implementation of a training program and included funding for the part-time employment of bilingual personnel. This individual was charged with providing technical assistance to shop owners and operators through workshops and onsite visits. The first workshop was held in early Spring 2003 and was conducted in Spanish. The 43 auto body shops that were represented at the workshop were all Latino owned and operated. The workshop provided information on best management practices, including how to obtain environmental permits, and emphasized the correct use of equipment and materials to minimize impacts to workers' health and the surrounding environment.

- *Schools Initiative:* EPA's Indoor Air Quality Tools for Schools Program (TFS) is a national voluntary program that is designed to help school and health officials prevent and solve indoor air quality problems in school buildings. Currently, there are a number of projects in New England to assist schools in urban areas deal with poor indoor air quality, focusing primarily on asthma triggers in the classroom, improving ventilation and reducing sources of air pollution. In Hartford, for example, there is a train the trainer program to facilitate the implementation of TFS throughout this school district. In Boston, a number of schools have implemented TFS in collaboration with the Boston Public Health Commission.
- *Diesel Activities:* In order to implement early actions to reduce Particulate Matter (PM 2.5) levels in New England, the region has been working closely with each New England state to reduce emissions from in-use diesel vehicles. The focus has been on those urban areas with high PM2.5 levels, which often coincide with potential environmental justice areas of concern. The region has developed fact sheets and educational materials on the public health impact of diesel emissions and steps that can be taken to reduce pollution. Regional efforts have focused on five key activities: 1) retrofit of public transit vehicles, 2) retrofit of school buses, 3) retrofit of construction vehicles, 4) anti-idling programs and 5) the purchase of new, cleaner vehicles.

Funding for EJ-related activities

In FY 2003 the region dedicated a total of \$634,200 to projects which directly support a number of environmental justice activities. Funds from the region and several headquarters offices were

used to support this work, as outlined below. The region has been able to use these monies effectively to leverage an already significant investment of staff and management resources in support of environmental justice goals.

Regional funds	
Healthy Communities grant program	\$320,000 (representing 60% of total Regional Geographic Initiative funds)
Headquarters funds	
Children’s Health	\$97,500
Eco Risk Protection	\$25,800
Pesticides Exposure	\$3,600
Lead	\$35,700
National Chemical Program	\$34,100
Office of Radiation and Indoor Air	\$67,500
Office of Research and Development (for the Science of EJ conference)	\$50,000
TOTAL	\$634,200

Goal #4: *Inventory*– Maintain a desktop inventory of regional EJ-related activities that serves primarily to establish a baseline to assist in institutionalizing EJ in the region, and also to communicate details of EJ activity to regional staff, facilitate monitoring and reporting of regional EJ activity and help determine future resource allocations to further the region’s commitment to EJ.

EJ Inventory

The EJ Inventory is a database of all regional EJ-related activities, organized by office, that is accessible to EPA NE employees from their desktops. Storing EJ-related activity in this type of database serves primarily to establish a baseline to assist in institutionalizing EJ in the region, and also:

- To store regional EJ activity in one comprehensive, easily accessible location.
- To communicate details of EJ activity to regional staff.
- To facilitate monitoring and reporting of regional EJ activity (e.g. the yearly EJ Action Plan, the EJ Biennial Report, the midyear and annual assessment required under the

- Regional Policy on Environmental Justice, *EJ News*, etc.).
- To help determine future resource allocations for investment and disinvestment to further the region's commitment to EJ.

The original EJ Inventory that was created in fiscal years 2001 and 2002 lacked definitive criteria to determine what was considered an "EJ" activity. During FY 2003 more stringent criteria were developed for the inclusion of activities in the EJ Inventory, the database was redesigned to clarify required fields and a quality assurance process was put in place.

During FY 2003, six staff designees entered detailed information about each of their office's respective activities from the previous fiscal year. EPA NE participated in a variety of EJ-related activities during FY 2002. More than 100 distinct activities were included in the FY 2002 EJ Inventory. It is apparent by the quantity and quality of projects entered that environmental justice is becoming an integral component of the work performed here at EPA NE. Below is a snapshot of each office's EJ-related activities:

- Little Moccasins Lead Poisoning Prevention (Office of Ecosystem Protection)– In the critical area of children's health, OEP worked with the Maliseet Tribe to develop "Little Moccasins," a lead poisoning prevention manual and video for day care centers. This effort led to additional work to identify clusters of lead poisoning incidents within the tribes.
- Combined Sewer Overflow (CSO) Long-term Control Planning and Abatement (Office of Environmental Stewardship)– EPA provided flexibility to financially disadvantaged communities to determine the most cost-effective approaches for abating CSO discharges.
- EJ News (Office of the Regional Administrator)– EPA staff from ORA and the region's EJ Council published *EJ News*, a publication that is distributed to both an internal and external audience and designed to highlight information about EJ issues, policies, programs and results.
- Lead-Safe Yard Efficacy Study (Office of Environmental Management and Evaluation)– EPA worked on this inter-agency effort with the Department of Housing and Urban Development to qualify effectiveness of low-cost residential soil intervention to reduce lead exposure.
- Eastern Surplus Superfund Site (Office of Site Remediation and Restoration)– Native artifacts were found on state land in Maine and EPA negotiated for the Passamaquoddy Tribe to have access to the artifacts.

Goal #5: *Mapping*– To develop a computer-based EJ mapping tool covering all six New England states that is accessible to EPA NE personnel through their desktop PC. Provide useful data such that EJ becomes better incorporated into the day-to-day work of the region.

EJ Mapping Tool

In May 2003, EPA NE launched its new Environmental Justice Desktop Mapping Tool (EJ Mapping Tool), a computer mapping application available to all regional employees at their desktops. The tool provides EPA NE staff a means to help identify and analyze potential EJ issues, and it is the result of over a year of careful planning, development and evaluation as part of the regional EJ Action Plans for FY 2002 and 2003.

The EJ Mapping Tool provides a visual representation of areas in New England where significant numbers of minority and low-income populations live. The raw data on race and income are drawn from the 2000 U.S. Census. The data are organized and presented visually by reference to geographic areas known as “block groups.” Block groups are census-defined areas, generally containing between 600 and 3,000 people. The EJ Mapping Tool uses race and income thresholds to identify potential EJ areas of concern since race and income are widely recognized as strong indicators of populations which might bear elevated environmental burdens.

The EJ Mapping Tool was designed to enhance the quality of EPA NE’s work by providing easy access to consistent and reliable EJ-related data. By having demographic data readily available to help characterize communities throughout New England, staff and management can better ensure that the principles of EJ, such as fairness and meaningful involvement, are incorporated into the office’s everyday work.

Goal #6: Evaluation– Evaluate the impact and effectiveness of implementation of the EJ Action Plan, in terms of changing organizational culture and institutionalizing the environmental justice principles throughout EPA NE. Specifically, the evaluation will focus on the extent to which the EJ Action Plan has made a difference in the way the region conducts its day-to-day activities.

EJ evaluation

In FY 2003 the region committed to undertaking an evaluation of the effectiveness of its efforts to institutionalize environmental justice principles into the work of the region. The matrix template is a useful tool for reporting actions taken to further EJ goals, but it does not fully capture how environmental justice principles are taking root in the organization. This report fulfills that commitment. In addition, EPA NE has established performance measures, outlined in Section 7, that will be tracked in future progress reports to gauge quantitative results, in addition to the qualitative results reported here.

SECTION 2 - ENVIRONMENTAL JUSTICE ACTION PLAN PROGRESS REPORT MATRIX

GOAL #1: Communication– To effectively convey information about EJ issues, policies, programs and results to the widest audience possible, including the public, state , local and tribal governments, and EPA NE staff.

Strategies	Activities	Duration/ Due Date	Performance Measures	Lead Contact	Status
1. Maintain EJ internet site	1a. Update website 1b. Update website 1c. Update website 1d. Update website 1e. Add subscriber (e-mail address) option on website 1f. Add text version option for quarterly newsletter 1g. Update links to OECA EJ site 1h. Add a “frequently asked questions” (FAQs) page to website	1a. 10/30/02 1b. 01/30/03 1c. 04/30/03 1d. 07/30/03 1e. 12/31/02 1f. 12/31/02 1g. 10/31/02 1h. 03/31/03	1a-d. Number of website hits 1e. Number of new subscribers 1f. Number of website hits 1g. Working links 1h. Number of website hits, number of new questions or FAQs added	E. Davis	1a-e. Completed. 1f. Determined unnecessary. 1g. Completed. 1h. Completed. Link established to OEJ’s FAQs page rather than developing a regional FAQs site.

Strategies	Activities	Duration/ Due Date	Performance Measures	Lead Contact	Status
2. Maintain EJ intranet site	2a. Remove previous EJ News links and add one link to the EJ internet site for all EJ newsletters 2b. Add individual functional guidance documents as they are finalized (eventually the pieces will be replaced by the comprehensive guidance document) 2c. Add instructions and information on the EJ Inventory	2a. 10/31/02 2b. 01/01/03 2c. 10/31/02	2a-c. Actions completed and number of hits.	D. Wysin	2a. Completed. 2b. Delayed. The Functional Guidance Compendium was finalized in February 2004 and will be posted. 2c. Completed.
3. Publish quarterly EJ newsletter	3a. Publish 4 th edition 3b. Publish 5 th edition 3c. Publish 6 th edition 3d. Publish 7 th edition	3a. 10/30/02 3b. 01/30/03 3c. 04/30/03 3d. 07/30/03	3a-d. Newsletters completed and the number of current and additional subscribers added during the year	D. Wysin	3a-b. Completed. 3c-d. Delayed due to resource constraints. The region is, however, maintaining its goal of publishing the newsletter on a quarterly basis.

Strategies	Activities	Duration/ Due Date	Performance Measures	Lead Contact	Status
4. Explore the possibility of piloting a list service discussion page	4a. Meet and discuss possibilities with regional web services group 4b. Discuss resource requirements with Council 4c. Seek approval from Council 4d. Roll out list service with broad publicity campaign, in conjunction with other regional EJ activities	4a. 12/30/02 4b-c. 02/28/03 4d. To be determined	4a-d. List service established or decision made to not to proceed.	M. Barry	4a-b. Completed 4c-d. Delayed due to resource constraints. Exploring the possibility of piloting a listserve in conjunction with the Science of EJ conference.
5. Evaluate communication activities	5a. Collection of data to evaluate communication activities from fiscal years 2001-2002 5b. Production of an evaluation report for fiscal years 2001-2002 5c. Identification of measures to evaluate communication activities for fiscal year 2003	5a. 11/01/02 5b. 01/02/03 5c. 01/01/03	5a-b. Data collected and report produced 5c. List of measures	S. Chin	5a-b. Completed. 5c. Completed. Measures identified and included in Section 7 of the this report.

GOAL #2: Internal Organizational Engagement and Training– To ensure that each office considers EJ in its strategic and operational planning efforts; and to ensure that the staff and managers in each office understand the concept of EJ and how, through their work or through their interactions with others, they can have an impact on EJ.

Strategies	Activities	Duration/ Due Date	Performance Measures	Lead Contact	Status
1. Incorporate EJ into the strategic planning process	1a. Participate in the strategic goals midyear review process to help establish priorities for next fiscal year 1b. Participate in beginning of fiscal year strategic goal process to evaluate and refine the strategic plan for the year	1a. 06/15/03 1b. 10/31/03	1a-b. Number and nature of EJ-related activities in regional strategic plan	J. Younger, Office Directors	1a-b. Completed. A Deputy Office Director has been assigned to each regional strategic goal; connections have been made with the goal team leads and EJ has been a consideration during mid-year assessments and upcoming year planning.
2. Establish accountability for incorporating EJ into operational planning through Diversity Critical Job Element (CJE) for Deputy Office Directors	2a. Present draft CJE measures to the EJ Council 2b. Develop final CJE measures 2c. Incorporate final measures into Diversity CJE	2a. 11/1/02 2b. 12/1/02 2c. 01/1/03	2a-c. Diversity CJE incorporated	G. Levy	2a-c. Determined unnecessary. The Deputies' commitment to EJ is evident; therefore, no accountability measures were necessary.

Strategies	Activities	Duration/ Due Date	Performance Measures	Lead Contact	Status
3. Conduct EJ Awareness Training	<p>3a. Regularly scheduled one-day classroom training sessions coupled with an EJ-related site tour conducted throughout 2003 fiscal year</p> <p>3b. Offer continuing EJ educational opportunities (e.g., UEP Breakfasts, Lunch and Learn sessions, etc.)</p>	3a-b. 09/30/03	<p>3a. Numbers of training sessions/tours held and staff trained. Also evaluate whether staff reported having a better understanding of EJ principles after training</p> <p>3b. Number of Staff who attend events</p>	K. Castagna	<p>3a. Completed. 22 training sessions, each with an EJ tour component, were held in FY 2003. As of the end of FY 2003, 580 staff (78% of the workforce) had received the basic EJ Awareness Training.</p> <p>3b. Completed. Held three external UEP Earth Day events in three New England states. Also held a Hispanic Special Emphasis Program event that was EJ-related.</p>

Strategies	Activities	Duration/ Due Date	Performance Measures	Lead Contact	Status
4. Develop and issue EJ programmatic guidance manual covering eight function-specific areas	4a. Develop guidance, prepare manual 4b. Conduct/complete training on each function-specific area	4a. 01/1/03 4b. 04/1/03	4a. Number of guidance manuals developed 4b. Numbers of training session held and staff trained	Deputy Office Directors	4a. Completed. Compendium finalized in February 2004. 4b. Delayed. Training plans have been developed and training will begin during the second quarter of FY 2004.
5. Evaluation	5a. Collection of data to evaluate internal organizational activities from fiscal years 2001-2002 5b. Production of an evaluation report for fiscal years 2001-2002 5c. Identification of measures to evaluate internal organizational activities for fiscal year 2003	5a. 11/01/02 5b. 01/02/03 5c. 01/01/03	5a-b. Data collected and report produced 5c. List of measures	G. Levy	5a-b. Completed. 5c. Completed. Measures identified and included in Section 7 of the this report.

GOAL #3: External Stakeholder Engagement– To educate and change behavior and actions to ensure that environmental justice is an integral part of the region’s external partners’ roles and responsibilities.

Strategies	Activities	Duration/ Due Date	Performance Measures	Lead Contact	Status
1. Examine 2002 EJ Inventory	1a. Identify appropriate external engagement opportunities and action items for carryover into 2003 fiscal year, and update EJ Council on suggested action items 1b. Determine next steps and complete action items	1a. 11/30/02 1b. 09/30/03	1a. List of proposed action items 1b. Actions completed and reported in 2003 EJ Inventory	L. Adams	1a-b. Determined unnecessary because inventory was delayed.

Strategies	Activities	Duration/ Due Date	Performance Measures	Lead Contact	Status
2. Build/enhance partnerships with regional state environmental agencies	<p>2a. Continue to discuss EJ issues with EPA/State Title VI Workgroup and identify action items for carryover during 2003 fiscal year</p> <p>2b. Enhance existing EPA/state cooperative efforts to incorporate EJ issues and identify work for 2004 fiscal year</p> <p>2c. Assist the Massachusetts Executive Office of Environmental Affairs (EOEA) in implementing its state EJ policy</p>	<p>2a. 11/30/02</p> <p>2b. 07/01/03</p> <p>2c. 09/30/03</p>	<p>2a. Quarterly meetings held</p> <p>2b-c. Number and nature of new state EJ commitments</p>	J. Younger, P. Hill	<p>2a. Completed. However, only one meeting was held (on June 17, 2003) due to states' resource constraints.</p> <p>2b. Completed. Incorporated EJ considerations in new PPAs.</p> <p>2c. Completed. Attended January 2004 meeting of the Greater Boston Region Outreach Team headed by EOEA. Continue to be involved as a key member in FY 2004.</p>

Strategies	Activities	Duration/ Due Date	Performance Measures	Lead Contact	Status
3. Build/enhance partnership with local and community groups	3a. Create workgroup to organize two community forums scheduled for the fall of 2002 and the spring or summer of 2003 (target one forum to municipal planning groups on comprehensive planning tools) 3b. Create draft agenda, identify speakers and identify co-sponsors (e.g., state agencies and one or two host community group(s)) 3c. Find and secure facility, mail invitations, develop program, etc. for 1 st forum 3d. Host 1 st forum 3e. Tweak agenda for 2 nd forum based on evaluation of 1 st , and repeat steps b and c for 2 nd forum 3f. Host 2 nd forum 3g. Create list of post-forum activities to include in 2004 Action Plan	3a-c. 10/30/02 3d. 12/15/02 3e. 03/15/03 3f. 05/30/03 3g. 07/30/03	3a-g. Forums held, number of participants, list of community issues/needs compiled and number of post-forum activities identified	L. Adams	3a-d. Completed. One listening session held in Holyoke, Mass. 3e-g. Delayed due to resource and time limitations.

Strategies	Activities	Duration/ Due Date	Performance Measures	Lead Contact	Status
4. Build/enhance partnerships with selected federal agencies	4a. Continue strengthening partnership with the Department of Housing and Urban Development (HUD) in 2003 fiscal year to address EJ issues (e.g., fund lead remediation)	4a. 09/01/03	4a. New HUD commitments to address EJ issues	J. Younger, L. Adams	4a. Delayed. Creating National Center for Healthy Housing website with HUD funding to be launched in April 2004.
	4b. Identify other key federal agencies and contacts	4b. 12/02/03	4b. Number of federal contacts		4b. Completed. Identified seven key federal partners to participate in Chelsea Creek Taskforce.
	4c. Design EJ roundtable to be held with selected federal partners in 2004 fiscal year	4c. 09/30/03	4c. Roundtable scoped, number of expected participants		4c. Delayed. Working with Chelsea Creek Taskforce on designing a roundtable.

Strategies	Activities	Duration/ Due Date	Performance Measures	Lead Contact	Status
6. Conduct regional Science of EJ Workshop	<p>6a. Scope details of workshop that will bring together technical experts, persons from academia, community leaders and tribal partners for a forum on critical environmental and public health issues (asthma, impact of air toxins, dioxin, contaminated rivers, indoor air quality, etc.) that effect EJ communities in urban, suburban, rural and tribal areas</p> <p>6b. Hold workshop. Discuss tools, innovative pilot efforts and scientific progress to target the needs of potential areas of EJ concern; highlight work done by EPA New England, urban communities and academic partners in East Boston and Chelsea; and use interactive discussions, presentations, and brainstorming sessions determine next steps to address environmental and public health problems</p> <p>6c. Evaluate workshop and identify action items to carry over in 2004</p>	<p>6a-b. 06/30/03 .</p> <p>6c. 09/30/03</p>	<p>6a-b. Workshop held, number of participants, workshop proceedings and evidence of improved processes</p> <p>6c. Feedback from external partners, review of proposed work with selected partners</p>	K. Rea	<p>6a-c. Delayed. Conference to be held on May 25-26, 2004. Developing agenda and invitation lists.</p>

Strategies	Activities	Duration/ Due Date	Performance Measures	Lead Contact	Status
7. Evaluation	7a. Collection of data to evaluate external engagement activities from fiscal years 2001-2002 7b. Production of an evaluation report for fiscal years 2001-2002 7c. Identification of measures to evaluate external engagement activities for fiscal year 2003	7a. 11/01/02 7b. 01/02/03 7c. 01/01/03	7a-b. Data collected and report produced 7c. List of measures	G. Levy	7a-b. Completed. 7c. Completed. Measures identified and included in Section 7 of the this report.

GOAL #4: Inventory– Maintain a desktop inventory of regional EJ-related activities that serves primarily to establish a baseline to assist in institutionalizing EJ in the region, and also to communicate details of EJ activity to regional staff, facilitate monitoring and reporting of regional EJ activity and help determine future resource allocations to further the region’s commitment to EJ.

Strategies	Activities	Duration/ Due Date	Performance Measures	Lead Contact	Status
1. EJ Inventory for 2002 fiscal year	1a. Office designees finish inputting data 1b. Weekly quality assurance (QA) review of new database entries 1c. Finalize database	1a-c. 11/30/02	1a. Data inputted 1b. Database contains only activities that are clearly EJ-related 1c. EJ-related activities from all offices are captured	K. Castagna	1a. Completed. All offices have inputted data. QA process continues. 1b-c. Delayed due to resource constraints.
2. EJ Inventory for 2003 fiscal year	2a. Office designees begin inputting data 2b. Office designees finish inputting data 2c. Weekly quality assurance review of new database entries 2d. Finalize database	2a. 10/01/02 2b. 09/30/03 2c-d. 10/30/03	2a. Data inputted 2b. Database contains only activities that are clearly EJ-related 2c-d. EJ-related activities from all offices are captured	K. Castagna	2a-d. Delayed due to staff resource constraints. Office designees identified.
3. EJ Inventory for 2004 fiscal year	3a. Solicit office designees to collect information and perform data entry for their office on EJ activities 3b. Give new designees write access to the Inventory and provide them with data entry training	3a. 08/31/03 3b. 09/30/03	3a-b. Designees from each office assigned and trained	K. Castagna	3a-b. Delayed until completion of 2003 Inventory.

Strategies	Activities	Duration/ Due Date	Performance Measures	Lead Contact	Status
4. Evaluation	4a. Collect data to evaluate inventory activities from fiscal years 2001-2002 4b. Produce evaluation report for fiscal years 2001-2002 4c. Identify measures to evaluate inventory activities from fiscal year 2003	4a. 12/01/02 4b. 02/02/03 4c. 01/01/03	4a-b. Data collected and report produced 4c. List of measures	K. Castagna	4a-b. Completed. 4c. Completed. Measures identified and included in Section 7 of the this report.

GOAL #5: Mapping– To develop a computer-based EJ mapping tool covering all six New England states that is accessible to EPA NE personnel through their desktop PC. Provide useful data such that EJ becomes better incorporated into the day-to-day work of the region.

Strategies	Activities	Duration/ Due Date	Performance Measures	Lead Contact	Status
1. Create mapping tool	1a. Write code and process 2000 data 1b. Test/troubleshoot with one pilot group 1c. Push out to desktops	1a. 11/01/02 1b. 12/01/02 1c. 12/31/02	1a-b. Tool created and tested 1c. Tool installed on desktops of all users	P. Hill/ J. Younger	1a-c. Completed
2. Introduce tool	2a. Design communication strategy 2b. Develop training plan (coordinated with functional guidance training) 2c. Schedule training 2d. Implement roll-out 2e. Conduct training	2a. 01/01/03 2b. 01/01/03 2c. 12/01/02 2d. 01/01/03 2e. Ongoing	2a-e. All users receive training and relevant information	P. Hill/ J. Younger	2a-e. Completed

Strategies	Activities	Duration/ Due Date	Performance Measures	Lead Contact	Status
3. Measure performance	3a. Evaluate tool 3b. Consider modifications based on feedback 3c. Implement modifications	3a. 07/01/03 3b. 09/01/03 3c. To be determined	3a-b. Collect feedback-possibly use survey 3c. Modifications made	P. Hill/ J. Younger	3a-c. Delayed. Anticipating greater use of the tool following EJ Guidance Compendium training being rolled out in FY 2004. Deferring performance measurement until then.

GOAL #6: Evaluation– Evaluate the impact and effectiveness of implementation of the EJ Action Plan, in terms of changing organizational culture and institutionalizing the environmental justice principle throughout EPA NE. Specifically, the evaluation will focus on the extent to which the EJ Action Plan has made a difference in the way the region conducts its day-to-day activities.

Strategies	Activities	Duration/ Due Date	Performance Measures	Lead Contact	Status
1. Information gathering	1a. Establish baselines 1b. Collect data	1a. 11/30/02 1b. 05/30/03	1a. Baselines established for a variety of quantifiable and qualitative measures 1b. Data collected (thematic subcommittee evaluations, surveys, test results, etc.)	K. Castagna	1a. Completed. Measures identified and included in Section 7 of the this report. 1b. Delayed. Some data has been collected through training evaluations and pre- and post tests. Data will continue to be collected during FY 2004 and FY 2005.
2. Reporting	2a. Write report 2b. Distribute report	2a. 06/30/03 2b. 07/15/03	2a. Report completed 2b. All stakeholders receive report	K. Castagna	2a-b. Completed through the submission of this report.

SECTION 3 - SUPPLEMENTAL ENVIRONMENTAL PROJECTS

EPA NE has been a leader nationally in the creative use of Supplemental Environmental Projects (SEPs) to provide direct benefit to potential EJ areas of concern. The coordination and cooperation across the region that was necessary to produce these results has enabled EPA NE to build strong and effective working relationships between the Enforcement, Urban Environmental Program and EJ staff. Two SEPs of note from FY 2003 follow:

Allied Waste Systems

In the settlement of a Clean Air Act enforcement action against Allied Waste, the Company agreed to construct a new solid waste transfer station at its facility in Roxbury, Mass., an area of EJ concern in Boston. The new transfer station will come equipped with air pollution control equipment that will reduce both odors and particulate and volatile organic compound emissions to the lowest achievable emission rate for that type of facility.

Rhode Island Public Transit Authority (RIPTA)

As a result of a settlement of this Clean Air Act action, RIPTA has converted its entire diesel-powered fleet to ultra-low sulfur fuel containing no more than 30 ppm sulfur and has agreed to use low sulfur fuel for at least 5 years. This conversion will result in a 23% reduction in emissions of particulate matter in Providence, R.I., an area of particular environmental justice concern. The cost differential of converting to low sulfur fuel is approximately \$322,000 annually.

SECTION 4 - ANECDOTAL OBSERVATIONS

This section contains a series of observations that were made by members of the region's EJ Council in an effort to gauge the organization's response as the various elements of the FY 2003 Action Plan were implemented. Although these are less tangible than the other indicators described above, they should not be discounted.

- EJ Council members have observed more "hallway" discussion of environmental justice by staff throughout the organization, with some very positive commentary;
- EPA staff from NE, headquarters and other regions, as well as representatives from state Environmental Agencies have expressed interest in the EJ Guidance Compendium
- There has been significant state interest in the region's EJ Awareness Training program and EJ Mapping Tool;
- EPA NE's GIS staff report a dramatic increase in the number of requests for maps with the EJ data layer as one of the attributes plotted;
- After attending EJ Awareness Training, several employees expressed a desire to get more involved in the EJ work of the region;
- Evaluations from the EJ Awareness Training program have been extremely positive;

- The EJ newsletter has also received a very favorable response and the distribution list for it is growing;
- An impressive list of regional EJ-related case studies have been featured as part of EJ Awareness Training;
- There is a dedicated full time Senior Environmental Executive position in the region's Office of Ecosystem Protection (OEP) working on lead issues with Maine tribes;
- Many staff have said that the half-day site tour that is part of the EJ Awareness Training has, more than anything else, given them a real understanding of environmental justice issues and EPA's role in addressing them;
- OEP reports that EJ has been a frequent topic of conversation in planning meetings and at individual Unit meetings. Most notably, the Air Permits Program Section held an office retreat to discuss "How to make EJ a part of our everyday work". This topic stimulated a spirited brainstorming session among Unit staff.
- EJ has also been on the agenda at meetings with individual states and multi-state groups.
- There is a weekly report out on environmental justice at the Office Director Meetings.

SECTION 5 - TRIBAL PROGRAM ACTIVITIES

In FY 2003, an effort began to better integrate the work of the EJ and Tribal Program staff. Building this important connection will yield a significant pay-back, in terms of the overall effectiveness of these related efforts. This section provides a sampling of the priority issues and activities that the Tribal Program staff are addressing, including mold, indoor air quality, asthma and lead contamination.

Black mold appears to be a problem within tribal reservation housing in Maine. EPA is investigating this situation at the Passamaquoddy Pleasant Point Reservation in conjunction with the Indian Health Services, the Department of Housing and Urban Development's Northeastern Indian Housing Program and tribal staff. The consensus is that the mold is caused by humidity within air tight buildings. Consequently, homes in northern climates adjacent to water bodies are particularly susceptible; the older housing and trailers on the reservations appear to reflect this condition.

To address air quality issues, the Aroostook Band of Micmac Indians of Maine applied and were awarded an air monitoring grant for conducting real-time air monitoring of ozone and particulate matter in their community. The tribe hopes this data will help them determine why the Aroostook County has some of the highest asthma rates in the country. This project, supported by 13 local and state environmental and health agencies, was one of the few tribal proposals to pass internal and external peer review. The tribe has hired a contractor to assist with the purchase of the necessary equipment and it is expected to be on-line during the summer of 2004. Information collected will be provided to local news stations so that tribal members and the general public will have information available on a daily basis.

The Indian Lead Program in New England, which is considered an ongoing tribal program has been lauded as the most progressive in Indian Country. Tools developed in the region, such as a film, books, a daycare lead kit and displays, have been models for reservations to use nationally. Lead information at the reservation level is distributed to the tribe's off-reservation population, who generally reside in urban settings.

SECTION 6 - COMMITMENTS NOT ACHIEVED

Despite the region's best efforts, not all the commitments made in the FY 2003 EJ Action Plan were achieved. This section discusses the most significant of those commitments, including the current status and projected completion dates of activities that have slipped, if appropriate. Section 2 contains a complete set of commitments and their status.

EJ News

The region committed to publish four issues of *EJ News* during FY 2003, however, only two were published due to staff resource and time constraints. Each issue of the newsletter is written and edited by the region's EJ Team, designed by the regional graphic design group, and then reviewed by the Office of Regional Counsel, OEJ, and the national Office of Communications, Education and Media Relations through PROTRAC. Because the production process is so time-consuming, two issues were delayed. The EJ Council considers the EJ newsletter the most important tool for EPA NE to communicate with external stakeholders, so the region maintained its goal of publishing the newsletter on a quarterly basis in its EJ Action Plan for FY 2004-2005. At the end of FY 2003, the EJ Team created a new, shorter and better-defined template for the newsletter that should help streamline future issues.

EJ-related performance standards for Deputy Office Directors

The EJ Council originally intended to incorporate management accountability for EJ efforts into the performance standards of the Deputy Office Directors (Deputies), but chose not to do so. Throughout the past two years, the region's Deputies have demonstrated a tremendous commitment to environmental justice. They have met, as members of the EJ Council, on a biweekly basis and have been leaders in the development and implementation of the regional EJ Action Plan. The Deputies' commitment to EJ is evident; therefore, no accountability measures were necessary.

Community listening sessions

The region committed to hosting two community listening session during FY 2003, however, only one was held due to staff resource and time constraints. The listening session that was held in Holyoke on May 7, 2003, was the result of almost a full year of planning. The EJ Council significantly underestimated the amount of time required to build the appropriate relationships with local government agencies and community groups in order to host a successful event with

extensive public participation. Based on the success of the Holyoke event, however, the EJ Council committed to hosting two community listening sessions in its EJ Action Plan for FY 2004-2005. Hosting one listening session a year is a more realistic goal given the amount of time required to plan each event.

Science of Environmental Justice

At the end of FY 2002, EPA NE received funding from the Office of Research and Development to conduct a workshop on the interconnections between scientific research and EJ issues. EPA NE envisions that the workshop will provide a forum to bring together technical experts, grassroots community organizers, tribal members, academic representatives and staff from federal, state and local government agencies across the county to discuss and present on critical environmental and public health issues facing areas of environmental justice concern. Initially the region planned to host the workshop in late FY 2003, but due to scheduling conflicts and staff resource constraints the workshop has been postponed until late May 2004. Cross-regional planning for the workshop titled, "The Science of Environmental Justice: Science to Action: Community-based Participatory Research and Cumulative Risk Analysis as Tools to Advance Environmental Justice in Suburban, Urban and Rural Communities" is proceeding well.

EJ Inventory

In its EJ Action Plan for FY 2003, the region committed to capturing EJ-related activities from FY 2002 and 2003 in the EJ Inventory. The original EJ Inventory that was created in fiscal years 2001 and 2002 lacked definitive criteria to determine what was considered an "EJ" activity. During FY 2003, the EJ Team developed more stringent criteria for the inclusion of activities in the EJ Inventory, redesigned the database to clarify required fields and put a quality assurance process in place to verify all the data entered in the system. All of these changes have greatly improved the quality of the data entered in the FY 2002 Inventory. However, the quality assurance activities require a great deal of staff time and the process has delayed the development of the EJ Inventories for FY 2003 and 2004. Because of the usefulness of the tool for identifying and reporting EJ-related activities, the EJ Council has committed to continue maintaining the EJ Inventory, and the region expects to begin entering data on FY 2003 activities during the second quarter of FY 2004.

Performance evaluation

In FY 2003, the region committed to undertaking a quantitative and qualitative evaluation of the effectiveness of EPA NE's efforts to institutionalize environmental justice principles into its day-to-day activities. In hindsight, that was a premature and ambitious commitment. Premature, in that many of the tools that are expected to change the way EPA NE's work is performed were delayed or just recently rolled-out, and ambitious, given the other major and resource intensive efforts undertaken in FY 2003 (most notably, the development of the EJ Mapping Tool and the EJ Guidance Compendium, and the roll-out of the EJ Awareness Training). Such a thorough report would be costly and inconclusive. However, EPA NE is confident that this EJ Progress Report provides an adequate assessment of the progress the region has made in implementing its

EJ Action Plan for FY 2003. In addition, the region has established quantitative measures (listed in Section 7) that will be tracked over time to gauge EPA NE's efforts to institutionalize environmental justice.

SECTION 7 - PERFORMANCE MEASUREMENT

The measures contained in this section were put in place on October 1, 2003 and will be tracked and reported on in future progress reports. Two different type of measures are presented: those that indicate an increased awareness of environmental justice and those that represent the opportunity for environmental improvement in potential EJ areas of concern. All of these measures, when viewed together, will demonstrate the success of the region's EJ integration efforts and will identify areas requiring additional focus or attention.

Measures indicative of increased awareness

- Number of entries in the EJ Inventory
- Number of "hits" on the EJ Mapping Tool
- Number of "hits" on the EJ intranet site
- Number of new subscribers to the EJ Newsletter
- Number of learning opportunities for staff
- Number of permits that consider EJ audiences in their outreach efforts through targeted fact sheets, mailings and notices or by other means
- Number of requests for the Compendium

Measures representing an opportunity for environmental improvement

- Percent of inspections in potential EJ areas
- Percent of enforcement actions which affect potential EJ areas
- Pollutant reduction in potential EJ areas as a result of enforcement action
- Number and value of SEPs with environmental justice benefits
- Percent of outreach events addressing problems in potential EJ areas
- Percent of grants in potential EJ areas
- Dollar value of grants in potential EJ areas
- Number of contracts/simplified acquisitions awarded in potential EJ areas
- Percent of the total number of contracts/simplified acquisitions awarded in potential EJ areas
- Number of PPAs that incorporate EJ principles or activities

SECTION 8 - HEADQUARTERS SUPPORT NEEDS

The region is appreciative of the support and assistance that OEJ has provided throughout EPA NE's implementation efforts. Additional areas of support that would enable the region to make even greater progress include:

Dedicated resources to implement the program

Management in this region has made a significant resource commitment to environmental justice. With budget difficulties ahead, the pressure on available resources will grow. To meet this challenge, EPA NE recommends that OEJ provide the regions a core level of Full Time Equivalents (FTEs) to carry-out environmental justice responsibilities. What one considers “core” is subject to debate, but what is not subject to debate is the need for OEJ to supplement the regional resources supporting EJ with FTE earmarked for that purpose.

Continue and increase grant funding

The EJ Small Grants Program and other related programs have been invaluable, in terms of enabling the region’s EJ Program to build partnerships with external constituencies, and enabling EPA’s partners to identify and resolve EJ issues of concern at the local and neighborhood levels. These grants have created a forum where federal, state and local partnerships have emerged, and through them, collaborative problem-solving relationships have developed. The region strongly recommends that OEJ continue to fund these grant programs and increase the dollar amounts provided. The return on this investment is enormous in terms of producing measurable environmental results and leveraging other resources to address EJ issues.

Continue and increase support for the EJ summer intern program

OEJ’s internship program for the EPA’s regional offices have provided mutual benefits to EPA NE’s office and the interns. Many of EPA NE’s most successful EJ initiatives were begun as internship projects, including the EJ Inventory, the EJ Mapping Tool and the EJ Newsletter. Profiles of interns that have worked on EJ-related activities in the region are provided in Attachment A. EPA NE relies on this reservoir of talented and highly motivated students to bring fresh perspectives on the region’s effort to institutionalize EJ in the region. For many students, these internships have exposed them to the EJ arena for the first time and have motivated them to pursue to careers to address environmental injustices. EPA NE strongly urges OEJ to continue and increase the funding of this program, and further suggests funding longer internship terms, such as part-time during the school year and full-time during the summer in order to maintain the momentum that these additional resources generate.

Establish a clearinghouse for best practices

There are remarkable achievements happening every day throughout headquarters and the regions but, to date, there is no method to consistently share those successes. EPA NE recommends that OEJ serve as a clearinghouse for best practices and that these programs, initiatives and strategies be widely disseminated. EPA NE puts forward its very successful Urban Environmental Program as a best practice that others might want to replicate. There is much that all the EJ Programs across the EPA offices can learn from each other.

Attachment A

Over the last several years, the EPA New England (EPA NE) Office of Civil Rights and Urban Affairs (OCRUA) and EJ Council have welcomed a diverse group of interns to their ranks to tackle EJ-related work. The student intern program is a valuable resource, and EPA NE has effectively used this reservoir of talent to the best of its and their advantage. Among the students who have been a part of the organization are:

Tia Woodard was an ECO intern last summer and is now an EPA co-op intern. She worked on a joint project between OCRUA and the region's Urban Environmental Program to develop a Community Assessment Survey to document lead indicators in Roxbury. Tia has organized groups of EPA volunteers who went out and assessed neighborhoods on a street by street, lot by lot basis, looking for things that may indicate a potential for lead problems. Such indicators include chipping paint, the condition of housing, the type of ground cover and the presence of vacant lots. This information will be used in the future to focus lead poisoning prevention efforts where they are most needed in order to achieve Boston's goal of eliminating lead poisoning by 2005. Tia studies at the Boston University School of Public Health where is concentrating in Social and Behavioral Sciences.

Helena Fu worked last summer on a joint project between OCRUA and the region's Urban Environmental Program on an ECO internship project to explore urban areas in New England with substantial EJ concerns where the Urban Environmental Program may target some future efforts. Helena prepared detailed community profiles of New Haven, Conn., and Woonsocket, R.I., and interviewed many representatives from community organizations in those areas. Helena is presently enrolled in a Master's program at Harvard University's Kennedy School of Government in Cambridge, Mass.

Cindy Chen worked last summer in OCRUA through an ECO internship on a project to craft the next iteration of the region's EJ Action Plan, which is now required by the national Office of Environmental Justice and includes output and outcome-based performance measures. Cindy has provided a great deal of support to organize the EJ Small Grant files, and also contributes to the *EJ News*. Cindy has preliminarily scoped some success stories for the next edition of the national EJ Small Grants report, "Emerging Tools for Local Problem-Solving." Cindy is a senior in the Sloan School of Management at to the Massachusetts Institute of Technology in Cambridge, Mass.

Ryan Torres worked on a joint project between OCRUA and the region's Urban Environmental Program between the fall of 2002 and the spring of 2003 to coordinate an EJ Regional Listening Session. The Listening Session was held in Holyoke, Mass., and was well-attended by residents, representatives from community groups and local government officials. The event included Spanish translation for non-English speaking participants. The EPA has since identified some action items to address and hopefully resolve some of the community's concerns. Shortly after graduating from Tufts University in Medford, Mass., with a Master's degree in Urban and Environmental Policy, Ryan obtained a permanent position as the Director of the Lead Action Collaborative.

David Halbert and **David McBride** were ECO interns during the summer of 2002 when they worked on a joint project with OCRUA and the Urban Environmental Program to help revamp the

Attachment A

program's website and scope a Regional Listening Session for multiple stakeholders including representatives from local, municipal and state government, nonprofit groups, environmental groups, academia, local businesses and other federal agencies. David Halbert recently graduated from the Massachusetts College of Liberal Arts, where he studied English, Public Relations and Broadcast Media. David McBride is junior at Morehouse College in Georgia, where he studies Psychology and Political Science. David McBride returned to EPA NE's to work in the Office of Site Remediation and Restoration last summer.

Nick Benjamin worked in both OCRUA and OES during the summer of 2002 through an ECO internship. Nick assisted with the EJ Small Grants review process and the EJ training being rolled out in the region. Nick also wrote several articles for *EJ News*. Nick is attending Middlebury College in Vermont where he studies Environmental Policy and Spanish.

Julianne Pardi has worked in OCRUA full-time during the summers and part-time during the school year since June 2002 as both an ECO intern and an EPA co-op intern. Julie provides administrative support during every step of the EJ Small Grants process—from application, review and award phases. Julie is a regular contributor to *EJ News*, and has provided substantial editorial and design support. Recently Julie joined the region's Green Team and works on the Green Notes/Environmental Education Subcommittee to provide staff with valuable information about environmentally sound practices for home and work. Julie earned a Master's degree in Energy & Environmental Analysis from Boston University in May 2003. She is interested in sustainable design and is presently studying at the Boston Architectural Center.

Yvette Mitchell is co-op student who worked in OCRUA between 2002 and 2003. Last May, Yvette graduated from Tufts University in Medford, Mass., with two masters degrees in Civil & Environmental Engineering and Urban Environmental Policy & Planning. Yvette helps coordinate the region's mandatory EJ training effort, is working on a regional database of EJ-related activities and contributes regularly to *EJ News*. Yvette has an extensive background and interest in environmental justice issues, and wrote her thesis about the use of Geographic Information Systems in the Western Shoshone and Southern Paiute communities of Utah and Nevada.

Nathan Brooks interned in OCRUA during the summers of 2001 and 2002. Nate was instrumental in creating the first EJ Inventory for Fiscal Year 2001, a database of all regional EJ-related activities organized by office. In 2002, Nate returned to work on a joint project between OCRUA and the Office of Environmental Stewardship on the Hazards Analysis in Environmental Justice Communities project in Boston and Cambridge, Mass.. Specifically, Nate compiled geographic and hazardous material use data from facilities that use or produce extremely hazardous substances. OES was able to secure funding for Nate to continue working on the project part-time during the 2002-2003 school year. Nate recently graduated from Framingham State University, where he earned a Bachelor's degree in Geography with a concentration in Environmental Studies.

Davina Wysin interned through ECO in OCRUA and the Office of Environmental Stewardship during the summer of 2001. Davina helped coordinate the review and award phases of the EJ Small Grants Program that year, and also wrote the region's submissions for the national EJ Small Grant

report, “Emerging Tools for Local Problem Solving.” Davina worked in OCRUA during the following 2001-2002 academic year through an EPA co-op internship, when she helped write, edit and design the first couple issues of *EJ News*. In June 2002, Davina obtained a permanent position as an EJ Specialist in OCRUA after graduating from Boston University with Bachelor’s degrees in Journalism and Environmental Analysis and Policy.

Natasha Greaves interned in OCRUA through the EPA’s co-op program between 2001 and 2002. Natasha helped create the region’s first EJ Action Plan for Fiscal Years 2001 and 2002, which was later used as a national template for EPA regional and program offices. In May 2002, Natasha graduated from Tufts University in Medford, Mass., with degrees in Civil & Environmental Engineering and Urban Environmental Policy & Planning.

Edgar Davis was both an ECO and EPA co-op intern in OCRUA between 1999 and 2000. In 2000, Edgar graduated from Tufts University in Medford, Mass., with a degree in Civil & Environmental Engineering, and obtained a permanent position as a Resource Conservation and Recovery Act Facility Manager in the Office of Site Remediation and Restoration. Edgar continues to provide support to the EJ Program as a volunteer member of the region’s EJ Council. Edgar serves on the EJ Council’s Outreach and Communication Subcommittee, which is responsible for maintaining the EJ internet and intranet pages, producing *EJ News* and creating various other outreach tools.