



U.S. Department
of Transportation
**Pipeline and Hazardous
Materials Safety
Administration**

1200 New Jersey Avenue SE
Washington DC 20590

PIPELINE SAFETY

2011 State Damage Prevention Grant

for

RAILROAD COMMISSION OF TEXAS

Please follow the directions listed below:

1. Review the entire document for completeness.
2. Review and have an authorized signatory sign page 2.
3. Fasten all pages with a paper or binder clip - no staples please as this package will be scanned upon it's arrival at PHMSA.
4. Mail the entire document, including this cover page to the following:

**ATTN: Maria Munoz
U.S. Department of Transportation
Pipeline & Hazardous Materials Safety Administration
Office of Contracts and Procurement (PHA-30)
1200 New Jersey Avenue, SE Second Floor E22-305
Washington, D.C. 20590**

FedSTAR Information

Submission Date: 9/8/2010 12:07:49 PM



Pipeline and Hazardous Materials Safety Administration
1200 New Jersey Avenue, SE
Washington DC 20590

DEPARTMENT OF TRANSPORTATION

APPLICATION

2011 GRANT PROGRAM IN SUPPORT OF STATE DAMAGE PREVENTION

The RAILROAD COMMISSION OF TEXAS hereby applies to the Department of Transportation for Federal funds appropriated for the support of State Damage Prevention Programs established under 49 U.S.C. Section 60134 et seq.

The State agency plans to carry out the State Damage Prevention Program, during calendar year 2011, as described in Attachment 1, "Project Abstract/Statement of Objectives". To accomplish the program, the state agency proposes to expend funds as set forth in Attachment 4, "State Damage Prevention Estimated Budget".

Signature

Title

Date

Project Abstract/Statement of Objectives

Please provide a clear and concise description of the work this grant will fund for calendar year 2011

The Railroad Commission of Texas is seeking a grant to assist in the development, operation, and maintenance of its online Third Party Damage Reporting System. The system was initiated in the Fall of 2007, to allow both excavators and pipeline operators to file reports of damage into an online system. The system is styled to fit with the Common Ground Alliance (CGA) Dirt Tool, as the Commission uploads all of the reports received on our online system into the CGA Dirt Tool on a quarterly basis.

Since the development of the online system, there have been changes that have been made to the online CGA Dirt Tool, and the Commission's data collection has not been changed since the original design implementation in 2008. The Commission's database collects reports from both excavators and pipeline operators and is limited to damages only. With this grant we also plan to implement a non damage reporting system in which excavators and pipeline operators can report violations of the damage prevention regulations through the online system.

The funding will be used to dedicate computer resources to work on updates and modifications to the online system, while providing a more transparent reporting system to all system users and the general public. All activities regarding underground pipeline facilities and the movement of earth near those facilities will be recorded into the system, and the tools will be developed to monitor compliance and detail any actions taken in regards to the reports.

State Damage Prevention Elements

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."

Does the proposed project address this element? (Required) No

Describe any existing state initiatives that support this element: (Required)

The State of Texas has a One Call Board that was created from the Texas Utilities Code, Subchapter B, 251.051. Statutorily known as the Underground Facility Notification Corporation, its responsibility is to oversee the ongoing operation of the statewide One Call toll free telephone number and the requirements for all One Call notifications centers operating in the state. Texas currently has two One Call centers operating in the state and they work to share data between each other as required under the statute. The Corporation facilitates the implementation of Effective Communication through its established notification processes, as well as providing the opportunity for ongoing stakeholder communication at quarterly board meetings. In addition, the Railroad Commission has adopted rules, which allow excavators and operators to establish protocols for an excavation activity (TAC 18.009). The Commission continues to foster this communication between all stakeholders through the implementation of its enforcement program and as more work is done to adopt more of the common ground initiatives. The commission has initiated a rulemaking effort to enhance the damage prevention regulations as they relate to pipelines and will strive to have participation by operators, excavators, and other stakeholders.

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."

Does the proposed project address this element? (Required) No

Describe any existing state initiatives that support this element: (Required)

The State of Texas' Underground Notification Center (OCB) was established by Chapter 251 of the Texas Utilities Code in 1997. The board, through its quarterly meetings serve as an ongoing stakeholder forum. Each stakeholder group is represented on the Board, (pipelines have one representative on the 12 member Board), and each has the opportunity to voice concerns, comments, or suggestions during these Board meetings. In addition to these Board meetings, working groups or workshops are held to foster this partnership to find ways to improve the one call process in the state. The number of common ground partnerships developed through local and regional damage prevention councils continues to increase in Texas. The Commission continues to see growth in this area. The Commission's damage prevention staff participate in these regional CGA's and present information regarding the Texas damage prevention program. Additionally, all rulemaking and enforcement activity at the Railroad Commission is subject to the State's open meetings and open records policies. Improvements and enhancements to the enforcement program for damages relating to the movement of earth near pipelines are underway. The Commission continues to seek stakeholder input during the interpretation of rules as was done during the initial development of the damage prevention regulations. The Commission anticipates this will continue in 2011 as a rulemaking effort to address the issues discussed at the one call board meetings, such as size and life of one call tickets and tolerance zone widths begins.

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."

Does the proposed project address this element? (Required) No

Describe any existing state initiatives that support this element: (Required)

Element Three requires a process for reviewing the adequacy of a pipeline operator's internal performance measures regarding persons performing locating services and quality assurance programs. The Commission's pipeline safety program reviews all pipeline operators for compliance with the damage prevention requirements. While the Commission anticipated creating reporting criteria for operators on a strategic planning platform during future rulemaking proceedings, no action has been formally completed at this time. The Commission's online reporting system was built using the CGA DIRT program as a base of information, so all data collected on the Commission's system is uploaded into the CGA database. The form requires information regarding the marking of pipeline facilities, and based on the data collected, the Commission has been able to make the determination as to what type of training and in what areas the training should be conducted. The SDP grant for 2010 will enable the Commission to develop the programs to target these areas. The Railroad Commission added field staff during 2010 in anticipation of conducting more onsite field inspections focusing only on damage prevention. The additional training and inspections by Commission staff will assist in determining the adequacy of the pipeline operator's internal performance measures as they relate to performing locating services and quality assurance programs. The Commission has developed an inspection protocol to assist in its enforcement of the damage prevention regulations in the area of the movement of earth near pipelines.

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."

Does the proposed project address this element? (Required) No

Describe any existing state initiatives that support this element: (Required)

In 2010, the Commission anticipated securing training modules to assist in the development and implementation of effective employee training programs. At the time of this application, we have been unsuccessful in obtaining a vendor to develop these training programs.

Element Four requires participation by all stakeholders in the development and implementation of effective employee training programs. The Texas Utilities Code has specific language that address the need for the One Call Board to seek "advice and recommendations from excavators in establishing or approving a safety training course." The Commission also has provisions for training under administrative rules that go beyond the requirements of both 49 CFR Parts 192 and 195. Although the Commission's request for funding did not address this element, the Commission continues to work with other stakeholders in the development and implementation of training regarding the state's damage prevention laws found in Chapter 251 as well as the Commission laws and rules. The Commission's training programs have been informally conducted in conjunction with One Call centers and the local highway department to help educate stakeholders in the Commission rules and regulations. The Commission hopes to expand this training to use in its enforcement program.

ELEMENT 5 - PUBLIC EDUCATION

"A process for fostering and ensuring active participation by all stakeholders in public education for damage prevention activities."

Does the proposed project address this element? (Required) No

Describe any existing state initiatives that support this element: (Required)

Public education is one of the most important elements of an effective damage prevention program. As the Commission had experienced during the implementation of the damage prevention enforcement program, there are many people that are still unaware of the need to "call before you dig." Texas has had a damage prevention law in place since 1997, but a large number of excavators still are unaware of these laws. The Commission continues to spend continuous hours fostering participation in public education for damage prevention activities. Commission staff attend working group meetings and public workshops to help spread the call before you dig message. This year we participated in the April safe digging month and conducted workshops and meetings in the Fort Worth and Victoria areas. We continue to spread the message and have most recently participated in the 811 events on August 11, 2010. Commission staff and field staff will provide information to all stakeholders regarding damage prevention education and help foster participation by all affected stakeholders.

ELEMENT 6 - DISPUTE RESOLUTION

"A process for resolving disputes that defines the State authority's role as a partner and facilitator to resolve issues."

Does the proposed project address this element? (Required) No

Describe any existing state initiatives that support this element: (Required)

The Commission's authority to enforce damage prevention laws for all movement of earth in the vicinity of pipelines was established in 2005. The Commission was precluded from implementing the rules until September 2007 in order to resolve all disputes from all stakeholders. The development of the rule was the Commission's first step in resolving disputes within the damage prevention stakeholder group. The Commission included a mechanism within the rules for operators and excavators to work together to resolve disputes. If the disputes cannot be resolved the Commission can step in to assist as a facilitator between the parties. The Commission has served as a facilitator to help resolve issues that may arise between underground facility operators and excavators, or other stakeholders. In the time period of September 1, 2007 through August 31, 2010, 627 no damage reports were received, 255 for non-compliance activities, 367 for second notice complaints, and 5 for false emergencies. These complaints are filed by both excavators and pipeline operators as a means to resolve their dispute.

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."

Does the proposed project address this element? (Required) Yes

Describe any existing state initiatives that support this element: (Required)

The majority of the work performed within the Commission's damage prevention section since its creation has been enforcement. In the time period September 1, 2007 through August 31, 2010, 49,067 on-line damage reports were filed in the online system, with 32,085 filed by operators and 16,982 filed by excavators. Also in this same time period, 7,282 dockets went to Commissioners' conference, including 2,893 for operators and 4,389 for excavators, with a total penalty amount collected of \$2,576,890. The Commission developed an online reporting tool for operators and excavators to file their reports of damages to the Commission to assist in the enforcement of the program. The Commission continues to make refinement to the process, but as the data indicates so far, the program has identified some operators and excavators that continue to be repeat offenders. As part of the online system, all of the criteria for the enforcement of cases was limited to our knowledge of the program at the time. Since its initiation in September 2007, the online system has not been updated to reflect changes in data collection needs.

Describe how the proposed project will enhance or continue implementation of this element: (Required only if proposal addresses this element)

The Commission's damage prevention staff have developed an enforcement program based on the online report of damage system. All data collected by pipeline operators and excavators is used to develop enforcement cases against the operator or excavator for violation of the underground damage prevention regulations. Funding of this "element" will allow the Commission to dedicate the necessary Information Technology Section (ITS) resources to update the online system to collect additional data to help with the enforcement cases. Staff has identified a working list of enhancements that need to be made to the system to allow for a more effective and complete enforcement program. For example, the system includes a penalty worksheet to be used by the technical reviewer to prepare an agreed order. As the rule requirements increase, there are additional violations that need to be included in the worksheet as well as the penalty amounts used within the worksheet. Another big piece of the program that needs to be developed is the no damage reporting system. The enforcement program does not have an online reporting system for these no damage reports. It is imperative that all violations of the damage prevention rules be reported to the Commission, and as our online system for reporting damages has shown, online entry is an effective and easy way to report these violations. We propose to allocate the resources to complete as many of the enhancements and fixes to the existing program. A listing of identified issues is included as a separate attachment.

Estimated budget for this element: (Required only if proposal addresses this element)

a. Personnel:	\$64,815.00
b. Fringe Benefits:	\$18,518.00
c. Travel:	\$0.00
d. Equipment:	\$0.00
e. Supplies:	\$0.00
f. Contractual:	\$0.00
g. Construction:	\$0.00
h. Other:	\$0.00
i. Total Direct Charges (sum of a through h):	\$83,333.00
j. Indirect Charges:	\$16,667.00
k. TOTAL (sum of i and j):	\$100,000.00

Budget Narrative for this element: (Required only if proposal addresses this element)

We propose to utilize the existing staff that have worked on the damage prevention system. There are four employees that have worked on the program, and through time sheets we will track the time these employees spend on the damage prevention project. We anticipate that the four employees will each spend 1/4 of their time on damage prevention projects. Throughout the development of the online damage prevention system, the pipeline safety team has identified system needs, system improvements, and system enhancements. A large portion of the project will be focused on the updating of the DIRT portion of the program in order to sync the data collected at the state level to the national system. The listing of the identified projects will be worked according to available resources.

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."

Does the proposed project address this element? (Required) No

Describe any existing state initiatives that support this element: (Required)

The Commission intends to become more involved in learning about and disseminating information to all of the stakeholders as new initiatives are implemented and new technologies become available. Commission staff attend various industry meetings to learn more about new technologies and processes. The Commission will become more involved in sharing the information with all stakeholders. Additionally, the Commission rules will include more best practices in the area of line locating.

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."

Does the proposed project address this element? (Required) No

Describe any existing state initiatives that support this element: (Required)

The Commission is in the early stages of development of a process to review and evaluate the effectiveness of each of the program elements. With the damage prevention enforcement program entering its third year, the Commission is still overwhelmed by the number of damages to pipelines reported in the system. With the increase in staff, the Commission intends to extend this review and analysis from just the enforcement and dispute resolution element into the other elements of an effective program.



Legislative/Regulatory Actions

Provide a description of any legislature or regulatory actions (including legislative/regulatory studies) taken by the State within the past five (5) years pertaining to damage prevention program improvement, even if those actions were not completely successful.

The State of Texas adopted its first damage prevention legislation in 1999 during the 76th Legislative Session. The 79th Texas Legislature (2005) expanded enforcement authority to the Railroad Commission with jurisdiction over the movement of earth near pipeline facilities. As part of the agency's Sunset Review process, currently underway, the Commission has included a request to become the regulatory authority for the enforcement of damage prevention to include interstate pipeline facilities. This will be considered later this year for possible consideration during the 2011 legislative session.

State Damage Prevention Estimated Budget - Calendar Year 2011

DIRECT COSTS

Personnel	\$64,815.00
Fringe Benefits	\$18,518.00
Travel	
Equipment	
Supplies	
Contractual	
Construction	
Other	
Total Direct	\$83,333.00

INDIRECT COSTS

Indirect Charges	\$16,667.00
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TOTAL ESTIMATED COSTS

\$100,000.00

State Damage Prevention Application Attachments

RRC O-OsterbergWarren201008300461.pdf
DP_IT Needs_Overview_SDP2011.doc
DP_IT Needs_ItemAreas_SDP2011.xls
2011 estimate-dp.xls



Railroad Commission of Texas
 Damage Prevention Grant

Grant Period: January 1, 2011 - December 31, 2011

PCA: 50546
 Fund: 0546
 Index: 00440, 00133

Org Code	Class Code	Position #	Class Title (as of July 31, 2010)		Salary Group	Monthly	# of Months	Percent	TOTAL
13000113300	259	041	System Analyst VI	Olson, Doug	B26	8,328.56	12.00	22%	22,377.18
13000113300	240	068	Programmer I	Wood, Bryan	B17	3,862.50	12.00	24%	11,184.26
13000113300	258	117	System Analyst V	McCardle, Brian	B24	5,077.25	12.00	24%	14,386.00
13000113300	258	788	System Analyst V	Connell, Wes	B24	5,600.00	12.00	25%	16,867.57
									<u>64,815.00</u>
Fringe Benefits - 28.57%									18,518.00
Total Direct Charges									<u>83,333.00</u>
Indirect Charges -20%									16,667.00
Total- 2011 Damage Prevention Grant Estimate Request									<u><u>100,000.00</u></u>

Pipeline Safety DP Request

Topic	Description	CLASSIFICATION <u>D</u> efect / <u>N</u> ot Included / <u>E</u> nhancements	PRIORITY <u>H</u> igh / <u>M</u> edium / <u>L</u> ow/ <u>A</u> nalysis
Region/County Lists	Adjust the Pipeline Damage Prevention workflow areas. Allow staff to adjust for report volume	E	H
Region/County Lists	Change the label for Region 6 from Garland to Dallas	E	H
External Transparency	1. Adjust the Queries form to include the option to search by an excavator.	E	H
External Transparency	2. Allow the public to view a one page progress report summarizing the events on the requested report.	E	H
External Transparency	3. Adjust the current "Docket Query" form to include parameters for Incident number and reference number	E	H
External Reporting Non-Damage Activities	The Select Operator list does not allow the filer to choose an operator that is not on the list.	E	H
External Reporting Non-Damage Activities	The Operator's Representative name and Phone number should be removed from the excavator's confirmation report.	E	H
External Reporting Non-Damage Activities	The Incident number should be added to the Confirmation report	E	H
External TDRF Modifications - Clarify Questions	Under Excavation Information, Type of Excavation Equipment: Change label to "Pipeline Damaged With:"	E	H
External TDRF Modifications - Clarify Questions	Under Description of Damage - take the word facility out of the question: "Was there damage to a pipeline facility?"	E	H
External TDRF Modifications - Clarify Questions	Under Underground Pipeline Information: After "Type of Underground Pipeline Facility Affected" Change: "What was the depth of damaged pipeline facility?" to "What was the depth of the damaged pipeline at the point of contact?"	E	H
External TDRF Modifications - Clarify Questions	Change the title of the section currently listed as "Notification" to "Notification of Excavation"	E	H
External TDRF Modifications - Clarify Questions	Under Notification of Excavation change "Was the One Call center notified?" to "Was the One Call Center notified prior to excavation?"	E	H
External TDRF Modifications - New Messages	Add a "pop-up" message stating "To continue without submitting, press OK. Otherwise press Cancel and complete your filing. You must press the submit button on page 3." when the filer has pressed the submit report button and errors are present and they try to close without fixing errors.	E	H
External TDRF Modifications - New Messages	Add a "pop-up" message stating "To continue without submitting, press OK. Otherwise press Cancel and complete your filing. You must press the submit button on page 3." when the filer has pressed the save button and then tries to exit immediately	E	H

Pipeline Safety DP Request

External TDRF Modifications - Add Questions	Under Incident Information: Add Incident Time in Hours and Minutes	E	H
External TDRF Modifications - Add Questions	Under Excavation Information, Type of Excavation Equipment: "If Boring or Directional Drilling, did the excavation occur on a subterranean horizontal plane", Answers: Yes, No, Unknown	E	H
External TDRF Modifications - Add Questions	Under Description of Damage - If "Was there damage to a pipeline facility?" is answered YES, ask: "Damage occurred to:", Answers: Body of Pipe, Coating, Housing, or Other Protective Device	E	H
External TDRF Modifications - Add Questions	Under Description of Damage - If "Was there damage to a pipeline facility?" is answered YES, ask: "Did damage occur due to improper backfilling?", Answers - Yes, No, Unknown	E	H
External TDRF Modifications - Add Questions	Under Description of Damage - If "Was there damage to a pipeline facility?" is answered YES, ask: "Was there a release of product (blowing gas, hissing noise, odor, or fluid leaking)?", Answers: Yes, No, Unknown	E	H
External TDRF Modifications - Add Questions	Under Description of Damage - If "Was there damage to a pipeline facility?" is answered YES, ask: "Did the excavator notify emergency services (911)?", Answers: Yes, No, Unknown	E	H
External TDRF Modifications - Add Questions	Under Description of Damage - If "Was there damage to a pipeline facility?" is answered YES, ask: Did the excavator notify the pipeline operator of damage through the notification center?, Answers: Yes, No, Unknown	E	H
External TDRF Modifications - Add Questions	Under Description of Damage - If "Was there damage to a pipeline facility?" is answered YES, and if "Did the excavator notify the pipeline operator of damage through the notification center?" is answered Yes ask: "If yes, provide the name of the one call notification center:", Answer Drop down list of notification centers	E	H
External TDRF Modifications - Add Questions	Under Description of Damage - If "Was there damage to a pipeline facility?" is answered YES, and if "Did the excavator notify the pipeline operator of damage through the notification center?" is answered Yes ask: Dig Up Ticket Number, Answer: text field	E	H
External TDRF Modifications - Add Questions	Under Description of Damage - If "Was there damage to a pipeline facility?" is answered YES, and if "Did the excavator notify the pipeline operator of damage through the notification center?" is answered Yes ask: Date and Time of Notification, Answer: Hours and Minutes	E	H
External TDRF Modifications - Add Questions	Under Description of Damage - If "Was there damage to a pipeline facility?" is answered YES, ask: "Did the excavator notify the pipeline operator of damage directly by contacting a representative of the pipeline company?", Answers: Yes, No, Unknown	E	H

Pipeline Safety DP Request

External TDRF Modifications - Add Questions	Under Underground Pipeline Information on Operator reports only: After "Type of Underground Pipeline Facility Affected" add: "Pipeline is:", Answers: Active, Abandoned, New Pipe (no product)	E	H
External TDRF Modifications - Add Questions	Under Underground Pipeline Information: After "Type of Underground Pipeline Facility Affected" add: "Pipeline Material:", Answers: Steel, Cast Iron, and "PE, PVC, or other plastic"	E	H
External TDRF Modifications - Add Questions	Under Underground Pipeline Information: After "Type of Underground Pipeline Facility Affected" add: "Diameter of Damaged Pipe:", Answers: "Less than 2-inches", "Greater than 2-inches, but less than 6-inches", and "Greater than 6-inches"	E	H
External TDRF Modifications - Add Questions	Under Underground Pipeline Information: After "Diameter of Damaged Pipe: If Greater than 6-inches is selected, add: "Specify in inches;", Answer: numeric field	E	H
External TDRF Modifications - Add Questions	Under Notification of Excavation add to Operator report: "Did the pipeline operator request a copy of the locate ticket from the excavator?", Answers: Yes, No, Unknown	E	H
External TDRF Modifications - Add Questions	Under Notification of Excavation Operator report: If "Did the pipeline operator request a copy of the locate ticket from the excavator?" Is answered Yes, ask: "If yes, was the excavator able to produce a valid ticket within one-hour of request?", Answers: Yes, No, Unknown	E	H
External TDRF Modifications - Add Questions	After moving question from Locating and Marking section to Notification of Excavation Section: "Did the pipeline operator provide a positive response <i>to the first notification</i> ?" ask: "Time of Positive Response:", Answer Hours and Minutes	E	H
External TDRF Modifications - Add Questions	After moving question from Locating and Marking section to Notification of Excavation Section: "Did the pipeline operator provide a positive response <i>to the first notification</i> ?" ask: "Date of Positive Response:", Answer Date	E	H
External TDRF Modifications - Add Questions	After moving question from Locating and Marking section to Notification of Excavation Section: "Did the excavator make a second call to the one-call center due to no positive response to the first notice?" ask: "Second Notice Ticket Nubmer?", Answer: text field	E	H
External TDRF Modifications - Add Questions	After moving question from Locating and Marking section to Notification of Excavation Section: "Did the excavator make a second call to the one-call center due to no positive response to the first notice?" ask: "Date of Notification", Answer: Date	E	H
External TDRF Modifications - Add Questions	After moving question from Locating and Marking section to Notification of Excavation Section: "Did the excavator make a second call to the one-call center due to no positive response to the first notice?" ask: "Time of Notification", Answer: Hours and Minutes	E	H

Pipeline Safety DP Request

External TDRF Modifications - Add Questions	After moving question from Locating and Marking section to Notification of Excavation Section: "Did the excavator make a second call to the one-call center due to no positive response to the first notice?" ask: "Reason for Call:", Answers: "No positive response to first call", "All clear appears questionable", "Positive response is unclear or appears erroneous" and "Other", (the other options should allow for an explanation.)	E	H
External TDRF Modifications - Add Questions	After moving question from Locating and Marking section to Notification of Excavation Section: "Did the excavator make a second call to the one-call center due to no positive response to the first notice?" ask: "Did the pipeline operator provide a positive response to the second notification?", Answers: Yes, No, Unknown	E	H
External TDRF Modifications - Functional Changes	Under Excavation Information, Type of Excavation Equipment: Add "Tree roots or other secondary object" to list	E	H
External TDRF Modifications - Functional Changes	Under Description of Damage - do not allow an excavator to leave the planned and damaged depths at the default of 1"	E	H
External TDRF Modifications - Functional Changes	Move question from Locating and Marking section to Notification of Excavation Section: "Did the excavator give 48-hours notice prior to excavating?"	E	H
External TDRF Modifications - Functional Changes	Move question from Locating and Marking section to Notification of Excavation Section: "Did the pipeline operator provide a positive response <i>to the first notification?</i> " (Language change also)	E	H
External TDRF Modifications - Functional Changes	Move question from Locating and Marking section to Notification of Excavation Section: " Were marks made Was positive response received within 48-hours of excavators notification of intent to excavate?" (Language change also)	E	H
External TDRF Modifications - Functional Changes	Move question from Locating and Marking section to Notification of Excavation Section: "Did the excavator have to make a second call to the one-call center?" (Language change also)	E	H
External TDRF Modifications - Functional Changes	Move question to first question under Locating and Marking section: "Were Pipeline facility marks visible in the area of excavation <i>at the time of damage?</i> " (Language change also)	E	H
External TDRF Modifications - Functional Changes	Move question to second question under Locating and Marking section: "Were Pipeline facilities marked correctly?"	E	H
External TDRF Modifications - Functional Changes	Add a "Submit" button to the bottom of page 3	E	H
External TDRF Modifications - Add Questions	If "Were Pipeline facilities marked correctly?" is answered No, then add question "Why?", Answers: "Pipeline was not marked", "portion of the pipeline was not marked", "Pipeline was miss-marked", "Improper type of marking", and "Other"	E	H

Pipeline Safety DP Request

External TDRF Modifications - Add Questions	If "Were Pipeline facilities marked correctly?" is answered No and "Why?" is answered "Pipeline was miss-marked" the display question: "How far off were the marks?", Answer Feet and Inches	E	H
Internal System Modifications	Add the docket number to the summary page	E	H
Internal System Modifications - Docket Legal Process	Add a form to allow the automatic update of a conference date	E	H
Internal System Modifications - Adjust/Add Letters	1. Adjust the Work in Progress reports so that all letters except for the No Penalty letters can be sent out	E	H
Internal System Modifications - Adjust/Add Letters	2. Agreed Order should be adjusted to include comments	E	H
Internal System Modifications - Adjust/Add Letters	3. Add a Reconsideration Denied letter to the docket tab to be printed on demand.	E	H
Internal System Modifications - Adjust/Add Letters	4. Add a Non-Compliance letter to the docket tab to be printed on demand.	E	H
Internal System Modifications - Adjust/Add Letters	5. Add a Final Non-Compliance letter to the docket tab to be printed on demand.	E	H
Internal System Modifications - Adjust/Add Letters	6. Add a Legal Action letter to the docket tab to be printed on demand.	E	H
Internal System Modifications - Adjust/Add Letters	7. Non-Jurisdictional letter should be adjusted to include comments	E	H
Internal System Modifications - Adjust/Add Workflow Categories	1. Adjust the Single Workflow Category	E	H
Internal System Modifications - Adjust/Add Workflow Categories	2. Add a Docket Workflow Category	E	H
Internal System Modifications - Adjust/Add Workflow Categories	3. Add a "Submitted Within 30 Days" Workflow Category	E	H
Internal System Modifications	Allow specific internal users the ability to make updates to certain fields	E	H
Internal System Modifications - Docket Legal Process	Create an Excel-based spreadsheet to relay conference information to legal	E	H
Internal System Modifications - Docket Legal Process	Add Docket Tracking type: Non-Compliance	E	H
Internal System Modifications - Docket Legal Process	Add Docket Tracking type: Letter to Legal	E	H
Internal System Modifications - Docket Legal Process	Add a Legal status to the system	E	H

Pipeline Safety DP Request

External Transparency	Allow the public to print out specific events from the requested report.	E	H
"Repeat Offender" / Excavator Online Registration	Organize the Excavator Contact Information	E	H
Internal Reporting Non-Damage Activities	Add a field to Query by Incident Number	E	M
Internal Reporting Non-Damage Activities	Add a Docket System	E	M
Internal System Modifications - Form Changes	The Submitted Date listed in the header area should list the original date the report was submitted.	D	M
External TDRF Modifications - Functional Changes	The map is removing the location address listed if the nearest intersection field is completed and "Set map from incident" button is clicked, as well as, taking the filer to the location of the nearest intersection and not to the location originally listed.	D	M
Internal System - Letters	The Violation No Penalty letter requires the Contact Name field to be complete; however, this field is optional on the external form	D	M
Internal Reporting Non-Damage Activities - Workflow Categories	Create a 'Non-Compliance Reports' Workflow Category	E	M
Internal Reporting Non-Damage Activities - Workflow Categories	Create a 'Second Notice Reports' Workflow Category	E	M
Internal Reporting Non-Damage Activities - Workflow Categories	Create a 'Reports in Review Status' Workflow Category	E	M
Internal Reporting Non-Damage Activities - Workflow Categories	Create a 'Reports in Closed Status' Workflow Category	E	M
Internal Reporting Non-Damage Activities	On the Non-Compliance reports. The violation(s) chosen by the reporting party should be listed on the non-compliance report information, not on the violations tab.	E	M
Internal Reporting Non-Damage Activities - Letters	If a Non-Jurisdictional - Accused Party letter is sent the system closes the report	E	M
Internal Reporting Non-Damage Activities - Letters	If a Non-Jurisdictional - Reporting Party letter is sent the system closes the report	E	M
Internal Reporting Non-Damage Activities - Letters	If a No Penalty - Accused Party letter is sent the system closes the report	E	M
Internal Reporting Non-Damage Activities - Letters	If a Warning Letter - Accused Party is sent the system closes the report	E	M
External TDRF Modifications - Functional Changes	Give users the ability to upload additional documentation and enter comments	E	M
External TDRF Modifications - New Messages	Add language to the Excavator Contact Information form stating they must enter their own contact information	E	M

Pipeline Safety DP Request

External TDRF Modifications - Functional Changes	Create a simplified URL that will take the user to the TDRF page.	E	M
Internal System Modifications - Adjust/Add Workflow Categories	Add a Past Due Letter Workflow Category	E	M
Internal System Modifications - Adjust/Add Workflow Categories	Add a Homeowner/Occupant Workflow Category	E	M
Internal System Modifications	Add specific Violation Codes to current list	E	M
External Reporting Non-Damage Activities	On the Non-Compliance Report form the "Locate Ticket #, if applicable" field gets lost. Move to new section	E	M
External Reporting Non-Damage Activities - Buttons	The public must be allowed to file a Non-Compliance Report. The button to file as a public entity needs to be returned	E	M
Internal System Modifications - Form Changes	Currently when an operator report is viewed in the system the Detail tab lists the contact information for the excavator named on the report, but it does not list the name of the operator submitting the report. The name of the pipeline operator should be added to the Detail tab.	D	L
External Reporting Non-Damage Activities - Wording Changes	Excavator Contact Information (Second Notice Reporting Form) Add - Excavator Contact Information (Reporting Party) and Remove - *You are only required to provide one reporting party	E	L
External Reporting Non-Damage Activities - Wording Changes	Pipeline Operator Information (Second Notice Reporting Form) Add - Pipeline Operator Information (Alleged Non-Compliant Party), Remove - *You are only required to provide one non compliant party, and Add - Click on the Select Operator button below to select who you are reporting this <i>alleged</i> Non Compliance against	E	L
External Reporting Non-Damage Activities - Wording Changes	On the Non-Compliance Report form the instructions "Message #2062..." should be in larger font and/or in red	E	L
External Reporting Non-Damage Activities - Wording Changes	Reporting Party Information (Non-Compliance Report Form) Remove - *You are only required to provide one reporting party	E	L
External Reporting Non-Damage Activities - Wording Changes	Alleged Non Compliance Party Information (Non Compliance Report Form) Remove - *You are only required to provide one non compliant party and Add - Click on the button below based on who you are reporting this <i>alleged</i> Non Compliance against:	E	L
External Reporting Non-Damage Activities - Wording Changes	On the Non-Compliance Report's Alleged Violations tab the wording "**Click on this check box..." should be in larger font or in red	E	L
Internal System Modifications - Form Changes	Change wording of the buttons on the summary form: Open Report would become Process Report and Detail would become View	E	L
Internal System Modifications - Form Changes	Adjust the Violations tab to include only those violation codes applicable to the appropriate report type	E	L

Pipeline Safety DP Request

Internal System Modifications - Form Changes	Make the Google maps feature available on the Detail tab	E	L
Internal System Modifications - Form Changes	Remove docket tracking types if no history of use in the system	E	L
Internal System Modifications - Form Changes	Allow designated members of staff to adjust the Pipeline Damage Prevention workflow areas	E	L
Internal System Modifications - Form Changes	Allow designated members of staff to add Violation Codes	E	L
Internal System Modifications	Create Statistics reports	E	L
Internal System Modifications - Form Changes	Correct the spelling of Suggested on the Docket tab	D	L
External TDRF Modifications - Functional Changes	Change the format of the Call-In Number field from ##-CC-### to allow numbers and characters without the format structure	E	L
External Reporting Non-Damage Activities - Buttons	The "Select Excavator" button on the Second Notice Form should be an "Edit Excavator" button once an excavator has been selected.	E	L
External Reporting Non-Damage Activities - Buttons	The "Select Operator" button on the Second Notice Form should be an "Edit Operator" button once an operator has been selected.	E	L
External Reporting Non-Damage Activities - Buttons	The "Select Excavator" and "Select Operator" buttons on the Non-Compliance form should only reappear once an excavator/operator has been selected.	E	L
Internal System Queries and Reports	Mirror PES elements for tracking and summaries	E	A
Internal System Queries and Reports	Performance Measures	E	A
Internal System Queries and Reports	Monthly Statistics	E	A
Internal System Queries and Reports	Correspondence Counts	E	A
Internal System Queries and Reports	Review/Inspector Productivity	E	A
Internal System Queries and Reports	Data for Grants	E	A
Internal System Queries and Reports	Common Records Requests	E	A
Internal System Queries and Reports	Document Scanning	E	A
Internal System Queries and Reports	Educational Events	E	A
Internal System Queries and Reports	Hits per 1,000 locates	E	A
CGA-DIRT Updates and Rule Revisions	Update questions per new forms and upload parameters of Common Ground Alliance, Best Practices & Safety Standards	E	H

Pipeline Safety DP Request

Additional Identified Elements through 2010 and 2011	Continual program review, adjustments as needed to increase productivity, regulated industry complinace and continued public education on rules	E	A
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Damage Prevention Section's IT Needs Overview

1. Region/County Lists

The Pipeline Damage Prevention workflow areas need to be adjusted. An excel spreadsheet of the new counties for each area is available.

2. Transparency

The current "Docket Query" form can be adjusted to provide information that will be available to the public through an external accessible PDF file.

- a. Adjust the form to include queries for: dockets, incidents, or reference numbers
- b. Allow the public to view progress reports (PDF format) showing the status of the report while listing any letters that were sent out on that report. Examples of the proposed reports are available.
- c. Adjust the Queries form to include the option to search by an excavator. Duplicate the Queries form on the internal system.

Once the initial changes are made to allow some transparency of the processing of TDRFs we will expand to allow more detailed information and documentation to be available to the public.

3. Reporting Non-Damage Activities

The prototype for this system has already been developed. There are limited changes that need to be made before deploying. This list of adjustments can be provided.

4. TDRF Modifications

To optimize proper use, make the form user-friendlier and to gather more accurate and detailed information to determine compliance; updates are needed to the form.

Examples of the adjustments are available.

- a. Clarify questions
- b. Add questions
- c. New messages
- d. Functional Changes

5. Initial Internal System Modifications

To simplify the processing and review of reports, eliminate some manual time consuming procedures, and add elements of the docket/legal process; updates are needed to the Internal System.

- a. Adjust/add letters
 - i. Non-Jurisdictional letter should be adjusted to include comments
 - ii. Agreed Order should be adjusted to include the incident date
 - iii. Add a Reconsideration Denied letter to the docket tab to be printed on demand.
 - iv. Add a Non-Compliance letter to the docket tab to be printed on demand.
 - v. Add a Final Non-Compliance letter to the docket tab to be printed on demand.
 - vi. Add a Legal Action letter to the docket tab to be printed on demand.
 - vii. Adjust the Work in Progress reports so that all letters, except for the No Penalty letters, can be sent out
- b. Adjust/add Workflow Categories
 - i. Add a Docket Workflow Category – if one or both of the reports has a docket issued (even if the report is in Work in Progress status) then they would go into this Workflow Category

- ii. Add a “Submitted Within 30 Days” Workflow Category – submitted reports waiting 30 days for additional data before moving to the appropriate category
 - iii. Adjust the Single Workflow Category
 - If two reports are attached to an incident then the incident should go to the “Other” Workflow Category, unless one report’s status is submitted and one report’s status is Work in Progress where no letters have been scheduled or generated.
 - Include Single reports where at least one of the depths (Planned/Damage) is greater than 16-inches
 - c. Allow specific internal users the ability to make updates to certain fields (i.e. excavator contact information, incident level information)
 - d. Form Changes – Add the docket number to the summary page.
 - e. Create items to assist the Docket/Legal process
 - i. Add a form to allow the automatic update of a conference date for all dockets listed with a specific conference date to a new date.
 - ii. Create an Excel based spreadsheet that lists specific information for each docket with a specified conference date. The list will be submitted to the legal division to be used in creating the Master Agreed Order for each conference. The information listed in the excel spreadsheet would be based on the information after any adjustments have been made on the Docket tab.
 - iii. Add Docket Tracking types – Non-Compliance and Letter to Legal (This is required in addition to the Referred to Legal type already listed.)
 - iv. Add a Legal status to the system – This would be used when dockets are referred to legal. (Considerations need to be made for Work in Progress reports.) Incidents with all reports in Closed or Legal status would result in the Incident status being Closed; these would fall off all Workflow Categories. The status should be changed when Referred to Legal docket tracking type is selected or a button should be added to the docket tab for this function.
6. “Repeat Offender”/Excavator Online Registration
 These updates are needed in order to: consolidate/eliminate duplicate excavator records; be able to query and extract the excavator and operator contact information to use for mail-outs and outreach; track excavators that continually violate Chapter 18 requirements; determine whether or not an excavator/operator qualifies for training in lieu of penalties; and to track those excavator/operator’s who have received training.
7. External Online Form Modifications Continued
 These item adjustments will make the external TDRF system user-friendlier and allow information to be submitted easier and quicker.
- a. Give operators and excavators the ability to upload additional documentation and enter comments in reply to a Request for Additional Documentation letter.
 - b. Add language to the Excavator Contact Information form notifying them that they must enter their own contact information only.
 - c. Create a simplified URL that will take the user to the Texas Damage Reporting Form page.

8. Internal System Modifications Continued

These updates are items that will assist in increasing productivity and targeted output in the day-to-day operations of the Damage Prevention Program.

- a. Workflow Category Changes
 - i. Add a Past Due Letter Workflow Category - Only the most recent letter date should be used
 - ii. Add a Homeowner/Occupant Workflow Category
- b. Form Changes
 - i. Change wording of the buttons on the Summary form: Open Report would become Process Report and Detail would become View.
 - ii. Adjust the Violations tab to include only those violation codes applicable to the appropriate report type.
 - iii. Make the Goggle maps feature available on the Detail tab; the map should be defaulted as hidden with a button/link to view.
 - iv. The following Docket Tracking types should be removed if there is no history of use in the system: Docket Date, Received Date, Compliance Date, and Agreed Order Received Date (from old "Access" database migration and conversion)
 - v. Allow designated members of the Damage Prevention Program staff to adjust the Pipeline Damage Prevention workflow areas
- c. Create statistics reports

9. Functionality, Productivity & Management: Internal System Queries & Reports

Mirror "P-E-S" elements for tracking & summaries. Performance Measures, Monthly Statistics, Correspondence Counts, Review/Inspector Productivity, Data for Grants, Common Records Requests, Document Scanning, Educational Events, Hits Per 1,000 Locates, Additional Management Reports auto-generated by the TDRF system as needed

10. BI Tool Modifications (Oracle Business Intelligence interface/query tool)

These changes are based on the information that the Damage Prevention Program has been asked to retrieve on a regular basis as well as proposed changes to the Internal System and TDRF.

- a. Adjust current queries
 - i. TPD Docket Tracking tab
 - Add Non-Compliance to the Select Tracking Type drop-down box
 - Add parameters for reviewer name and violation codes; add reviewer name and violation codes to query results if those parameters are selected.
 - Conference Date tracking type query results should include dockets in Archive or Work in Progress status and should include a column for the Total Penalty amount

Give the Damage Prevention Program the ability to create new queries using the BI Tool.



OFFICE OF THE GOVERNOR

RICK PERRY
GOVERNOR

August 30, 2010

Mr. Warren D. Osterberg
Pipeline and Hazardous Materials Safety Administration
Office of Contracts and Procurement (PHA-30)
U.S. Department of Transportation
1200 New Jersey Avenue, SE, E22-317
Washington, D.C. 20590

Dear Mr. Osterberg:

I am pleased to designate the Railroad Commission of Texas as the State authority eligible to receive a State Damage Prevention Program Grant from the U.S. Department of Transportation, Pipeline and Hazardous Materials Safety Administration, during calendar year 2011 under solicitation DTPH56-11-SN-0001.

The Railroad Commission is a certified agent of the U.S. Department of Transportation for the enforcement of federal pipeline safety regulations for intrastate pipeline facilities pursuant to the federal Pipeline Safety Act, and has safety jurisdiction for more than 150,000 miles of intrastate pipelines that transport natural gas, crude oil and refined products across our state. This grant will allow the Railroad Commission to improve the overall quality and effectiveness of its program to prevent damage to underground pipeline facilities throughout Texas.

If you have any questions regarding this grant application or need additional information, please contact Colleen Forrest with the Railroad Commission at (512) 463-2645.

Sincerely,

A handwritten signature in black ink that reads "Rick Perry". The signature is written in a cursive, slightly slanted style.

Rick Perry
Governor

RP:dfp

Application for Federal Assistance SF-424

Version 02

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify) <input type="text"/>
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* 3. Date Received: <input type="text" value="09/08/2010"/>	4. Applicant Identifier: <input type="text"/>
--	--

5a. Federal Entity Identifier: <input type="text"/>	* 5b. Federal Award Identifier: <input type="text"/>
--	---

State Use Only:

6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>
---	---

8. APPLICANT INFORMATION:

* a. Legal Name:

* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="74-6000134"/>	* c. Organizational DUNS: <input type="text" value="028619182"/>
--	---

d. Address:

* Street1:	<input type="text" value="P. O. Box 12967"/>
Street2:	<input type="text"/>
* City:	<input type="text" value="Austin"/>
County:	<input type="text"/>
* State:	<input type="text" value="TX: Texas"/>
Province:	<input type="text"/>
* Country:	<input type="text" value="USA: UNITED STATES"/>
* Zip / Postal Code:	<input type="text" value="78711-2967"/>

e. Organizational Unit:

Department Name: <input type="text"/>	Division Name: <input type="text"/>
--	--

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: <input type="text" value="Mr"/>	* First Name: <input type="text" value="Kendall"/>
Middle Name: <input type="text"/>	
* Last Name: <input type="text" value="Smith"/>	
Suffix: <input type="text"/>	

Title:

Organizational Affiliation:

* Telephone Number: <input type="text" value="(512) 463-7047"/>	Fax Number: <input type="text"/>
---	----------------------------------

* Email:

Application for Federal Assistance SF-424

Version 02

9. Type of Applicant 1: Select Applicant Type:

A: State Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

Pipeline & Hazardous Material Safety Administration

11. Catalog of Federal Domestic Assistance Number:

20.720

CFDA Title:

State Damage Prevention Program Grants

*** 12. Funding Opportunity Number:**

DTPH56-11-SN-0001

* Title:

State Damage Prevention Grants

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

*** 15. Descriptive Title of Applicant's Project:**

RAILROAD COMMISSION OF TEXAS State Damage Prevention

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

Version 02

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="100,000.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="100,000.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on .
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)**

- Yes No

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: * Date Signed:

Application for Federal Assistance SF-424

Version 02

*** Applicant Federal Debt Delinquency Explanation**

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.

BUDGET INFORMATION - Non-Construction Programs

OMB Approval No. 4040-0006
Expiration Date 07/30/2010

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. State Damage Prevention Program		\$	\$	100,000.00	0.00	\$ 100,000.00
2.						
3.						
4.						
5. Totals		\$	\$	100,000.00		\$ 100,000.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	SDP				
a. Personnel	\$ 64,815.00	\$	\$	\$	\$ 64,815.00
b. Fringe Benefits	18,518.00				18,518.00
c. Travel	0.00				
d. Equipment	0.00				
e. Supplies	0.00				
f. Contractual	0.00				
g. Construction	0.00				
h. Other	0.00				
i. Total Direct Charges (sum of 6a-6h)	83,333.00				\$ 83,333.00
j. Indirect Charges	16,667.00				\$ 16,667.00
k. TOTALS (sum of 6i and 6j)	\$ 100,000.00	\$	\$	\$	\$ 100,000.00
7. Program Income	\$	\$	\$	\$	\$

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SECTION C - NON-FEDERAL RESOURCES

(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e)TOTALS
8. <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
9. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
10. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
11. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
12. TOTAL (sum of lines 8-11)	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

SECTION D - FORECASTED CASH NEEDS

	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ <input type="text"/>				
14. Non-Federal	\$ <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
15. TOTAL (sum of lines 13 and 14)	\$ <input type="text"/>				

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT

(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b)First	(c) Second	(d) Third	(e) Fourth
16. <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
17. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
18. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
19. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
20. TOTAL (sum of lines 16 - 19)	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

SECTION F - OTHER BUDGET INFORMATION

21. Direct Charges: <input type="text"/>	22. Indirect Charges: <input type="text"/>
23. Remarks: <input type="text"/>	

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* APPLICANT'S ORGANIZATION	
<input style="width: 100%;" type="text" value="RAILROAD COMMISSION OF TEXAS"/>	
* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE	
Prefix: <input style="width: 100px;" type="text" value="Mrs."/>	* First Name: <input style="width: 200px;" type="text" value="Denise"/> Middle Name: <input style="width: 150px;" type="text"/>
* Last Name: <input style="width: 300px;" type="text" value="Hudson"/>	Suffix: <input style="width: 80px;" type="text"/>
* Title: <input style="width: 250px;" type="text" value="Deputy Executive Director"/>	
* SIGNATURE: <input style="width: 300px;" type="text" value="Mary McDaniel"/>	* DATE: <input style="width: 150px;" type="text" value="09/08/2010"/>