

Note: The following is a sample reporting template for submitting progress reports. This format is suggested and preferred; however, the format of the report is within the grantee's discretion.

**2018 State Damage Prevention Program Grants Progress Report
CFDA Number: 20.720**

Award Number: 693JK31840011PSDP

Project Title: State Damage Prevention (SDP) Program Grants - 2018

Date Submitted:

Submitted by: Steven Giambrone

Specific Objective(s) of the Agreement

Perform inspections, issue corrective action/civil penalties for non-compliance, and hold meetings/hearings on an as required basis for adjudication of corrective actions/penalties.

Workscope

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.

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

The project objective was to continue enforcement of the state underground damage prevention laws on pipeline right of ways. Pipeline Safety staff (field agents, staff engineer, division director) of the Louisiana Office of Conservation (Dept. of Natural Resources) were used for this project. For CY 2019 (through 9/25), we issued 31 citations, received 114 complaints, 433 onsite inspections, found 12 violations. Time was also charged to the grant for the staff engineer and director's time spent reviewing hazardous material reports for possible follow up by the Division if the release was due to an excavation damage. Time charged to the State Damage Prevention Grant accounted for 309 onsite inspections which found 5 violations. Time charged to the grant also covered reviewing complaints and writing citations.

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

2018/2019 is the second year of the damage prevention program. Damages reported for CY 2018 by gas distribution operators decreased from 2131 (2017) to 1908 (2018). This decrease occurred after two years of increase damages. Ticket requests increased from 541,778 (2017) to 577,653 (2018), this increase of 35,875 is double the increase from 2016 to 2017 (18,100). The damages per 1000 locates decreased from 3.93 (2017) to 3.30 (2018). This decrease is a positive reflection

on our enforcement and outreach efforts. In 2018, we received 101 complaints, in 2019, we have received 133 complaints through the end of November. This increase of 30% is a positive reflection of the programs outreach efforts. While the majority of complaints do come from operators, there are many that come from excavators and homeowners/the public.

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

The only challenge that remains is the implementation of changes to the program, but I have a plan in place to increase our activity in the field and conduct damage prevention audits and public awareness audits at greater frequency and with better consistency.

Final Financial Status Report

[Per the instructions in Article IX, Section 9.03 of your agreement (included below), the financial status report should be submitted to the Agreement Administrator (AA) and the Agreement Officer's Representative (AOR). Please see instructions below and include supporting documentation such as invoices, receipts, spreadsheets, etc. However, if there are any issues with the Financial Status Report or additional explanation is needed, please provide that information here. If there are any delays for whatever reasons, these should be communicated to the AA and AOR in advance.

From Article IX, Section 9.03 of your agreement: “During the performance of the grant, the Recipient must submit a mid-term Federal Financial Report, Standard Form 425 (SF-425), to report the status of funds. In addition to the SF-425, the Recipient should provide the breakdown of costs for each object class category (Personnel, Fringe Benefits, Travel, Equipment, Supplies, Contractual, Other, and Indirect Charges). The Mid-term Financial Status Report should cover all activities through March 31, 2016 and this report must be submitted to the AOR and the AA via e-mail, no later than April 30, 2016.”]

Requests of the AOR and/or PHMSA

[In most cases, any questions or actions requested of the AOR and PHMSA (such as grant modifications in anyway) should have been addressed in advance of filing the report. If this is the case, simply state “No actions requested at this time” or explain any actions that are currently in process. However, if something has come up recently, or if you haven't been able to discuss with the AOR yet, please describe here.]