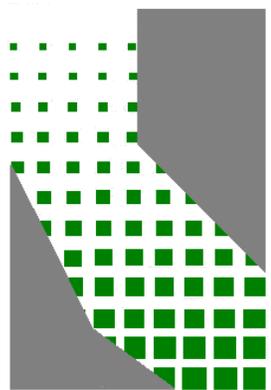


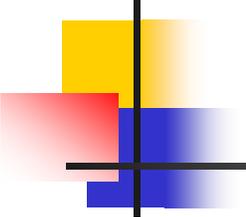
Used Oil/Household Hazardous Waste  
Conference  
Block Grant Training  
Granlibakken, Lake Tahoe  
April 25, 2006



INTEGRATED  
WASTE  
MANAGEMENT  
BOARD



**California EPA**

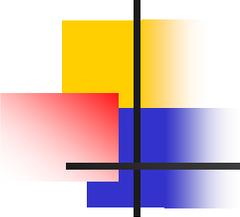


# Welcome to BLOCK GRANT 202



RECYCLE  
USED OIL

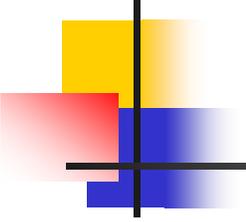




# CIWMB Staff

---

- Don Peri – History of Program
- Jeff Lin – Procedures & Requirements
- Steven Hernandez – BG Perspectives
- Glenn Gallagher – Program Design
- Don & Glenn – Annual Report

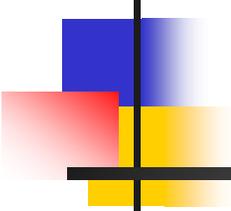


# Guest Speakers

---

Additional Experience/Expertise:

- Dave Johnston - El Dorado County
- Hamid Tadayon - City of Los Angeles
- Kevin Sales – Consultant, KJServices
- Dr. Dennis Tootelian – CSUS Professor



# A Brief History of the Used Oil Recycling Program

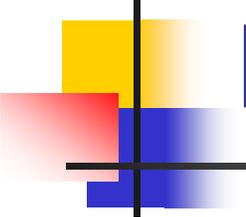
---

Used Oil/Household Hazardous  
Waste Training & Conference

April 25, 2006

Granlibakken

D. Peri



# The California Recycling Enhancement (CORE) Act

---

- AB 2076 (Sher) became effective January 1, 1992. Its purpose:
  - Reduce the amount of illegally disposed used oil to prevent damage to the environment and threats to public health
  - Recycle and reclaim used oil to the greatest extent possible, thus conserving a valuable natural resource.



# Goals of the California Oil Recycling Enhancement (CORE) Act

---

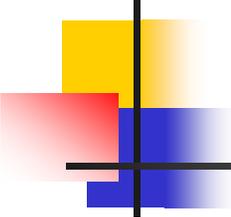
- Implement Recycling Incentive Program
- Establish a network of Collection Centers for Used Oil
- Implement Grant Programs (5)
- Promote Statewide Education and Outreach activities



# The Way We Were

---

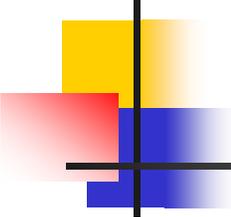
- In 1985, there were about 2500 collection facilities that accepted used motor oil from the public.
- The price of virgin crude oil affected business practices



## SB 86 Of 1986

---

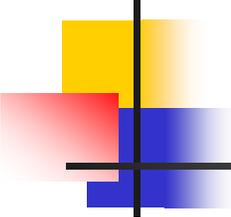
- Reclassified used oil as a hazardous waste
- Established minimum purity standards for recycled oil
- Required CIWMB to prepare and submit an annual report on used oil recycling in California to the legislature.



# Son of The Way We Were

---

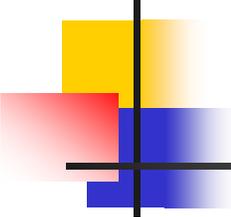
- Number of collection facilities dropped from 2500 in 1985 to 1200 in 1988 and just kept falling.
- Fearful of liability issues associated with collecting a **HAZARDOUS WASTE**
- According to 1988 CIWMB report, 54 million gallons of oil not collected.



# The Greening of California

---

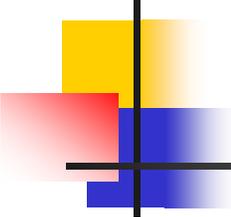
- Bottle Bill passed in 1986 after earlier legislative and initiative defeats
- Paul Thayer of the Assembly Natural Resources Committee key person on the Oil Recycling Enhancement Act
- 1991 success built on a long legislative history



# Legislative Milestones

---

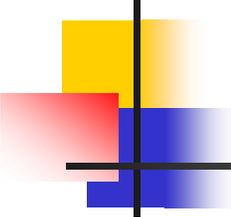
- 1977: Waste Board to encourage oil recycling thru education programs and a hotline for collection centers
- 1986: SB 86 also prevented oil dumping by businesses and set up a reporting program in the Dept. of Health Services to track oil from "cradle to grave."
- 1989: AB 1570: required state and local agencies to buy re-refined oil if price equal to or less than virgin motor oil.



# The Dark Side of the Force

---

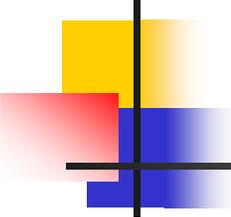
- 1990: AB 3749 (Sher) original version of the CORE Act and SB 1200 (Petris) used oil demonstration grant both reached Governor Deukmejian's desk. AB 3749 vetoed but SB 1200 signed into law.



# The CORE Act

---

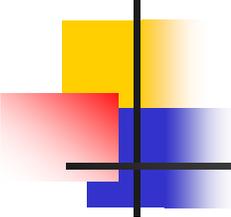
- 1991: Assembly member Sher reintroduced CORE Act and it was signed into law by Governor Pete Wilson.
- Modeled on the bottle bill
- Inspired by economic as well as environmental considerations



# Supporters of the CORE Act

---

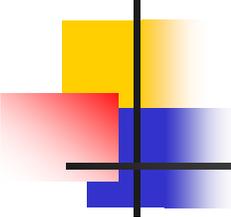
- Environmental groups:
  - Californian's Against Waste
  - Planning and Conservation League
  - Sierra Club
  - California Public Interest Research Group



# Supporters of the CORE Act

---

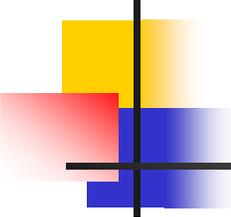
- Local Governments:
  - League of California Cities
  - County Supervisors Association of California
  - Cities of Sunnyvale, Moorpark, Palo Alto, Norco, Coronado, El Cajon, San Jose, Redding
  - County of Santa Cruz
  - Southern California Association of Governments



# Supporters of the CORE Act

---

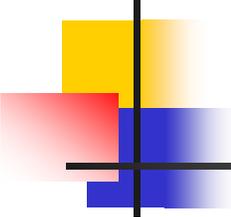
- Business Community:
  - Pennzoil
  - California Service Station and Automotive Repair Association
  - California Refuse Removal Council
    - *After bill reached the governor's desk:*
    - Hazardous Waste Association of California
    - Western States Petroleum Association
    - Chevron
    - Valvoline



# Consensus Building

---

- Industrial oil dropped from the bill
- Incentive fee went from 5 cents to 2 cents to 4 cents per quart
- “Hot load” indemnification once annually
- \$10 million grant program for local governments
- Exemption of bulk oil purchases

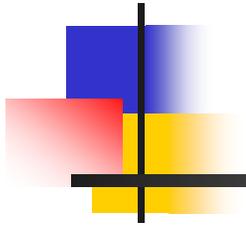


# How It All Works

---

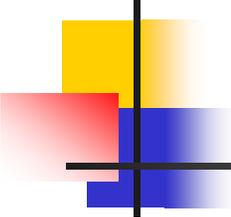
- Oil manufacturers pay \$.16/gallon for all lube oil sold, transferred or imported into California.
- Expenditures
  - **Recycling incentive fees**
  - **CIWMB administrative costs**
  - **DTSC appropriation for inspections and reports**
  - **Additional appropriations from the Budget Act and Board direction**
  - **\$10 million for Block Grants**
  - **Up to \$200,000 for contaminated oil payments**
- **Additional expenditures include Opportunity, Non-Profit, Research, Testing, and Demonstration Grants; and statewide education and outreach**

# BG 202



## Used Oil Block Grants "The Way We Are" Procedures & Requirements

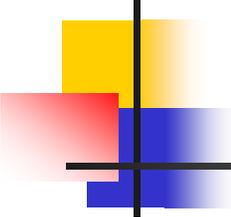
J. Lin



# Important Dates for FY 2006-2007 (BG12 Cycle)

---

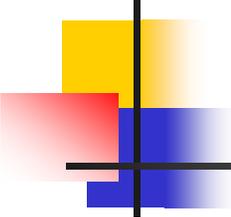
- **June 1, 2006 – BG12 Application Due**
- July 1, 2006 – BG11 (2005-06) Procedures & Requirements governs expenditure of BG12 funds between July 1, 2006 and Notice to Proceed
- Fall 2006 (tentative) – Grant term Begins with Notice to Proceed
- June 30, 2009 – Grant term ends
- August 15, 2007 and 2008 – Annual reports due
- August 15, 2009 – Final Report Due



# ELIGIBLE EXPENDITURES

---

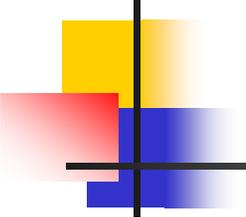
- All costs must be incurred and payment made, with services provided and goods received during grant cycle July 1, 2006-June 30, 2009
- Must meet minimum requirements
- Must have applicable agreements/permits
  - e.g. Permits by Rule (PBRs) to carry out grant activities
  - A copy must accompany final grant cycle report



# EXPENDITURES REQUIRING PRE- APPROVAL

---

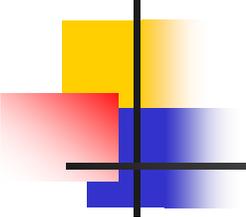
- Premiums if per item cost exceeds \$6 (not including sales tax)
- All public service announcement, video and radio scripts
- **Storm Water Mitigation**
- **School education and curricula expenses**
- School presentations (submit script and presentation)
- Equipment, vehicles and trailer costs
- **Computer equipment and software**
- **Travel Expenses**
- **Financial Incentives (Sponsorships, Stipends)**
- Planning, background or feasibility studies



# Pre-Approved Expenditures

---

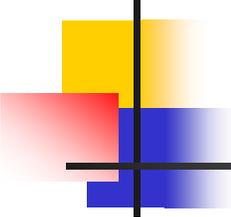
- Must be related to establishment, maintenance or enhancement of used oil and used oil filter collection programs. This includes:
  - Publicity and education
  - School education/curricula expenses (for approved curricula)
  - Re-refined oil
  - Personnel costs for used oil/filter recycling
  - Load Checking
  - Indirect/Overhead costs not exceeding 10% of grant
  - Profit to contractors and subcontractors for services and products when grantees follow competitive bidding process



# STORMWATER EXPENSES

---

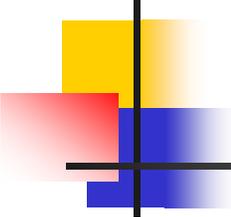
- No more than 50% of a Used Oil Block Grant award can be used to pay for stormwater mitigation expenses
  - Mitigation is defined as prevention of stormwater pollution from used oil and oil byproducts
  - Includes installation of devices and implementing practices
  - Mitigation does not include cleanup/restoration
- Certain storm drain filters can be funded
  - Catch basin inlets with oil absorbent media or no oil absorbent media but with debris screen
  - Drop-in insert with oil absorbent media



# INELIGIBLE EXPENSES

---

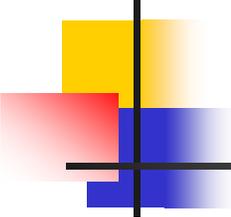
- There are some newly listed ineligible expenses:
  - Purchase of vehicles by non-governmental agencies
  - Leasing of gasoline-fueled vehicles (including hybrid vehicles) by non-governmental agencies unless pre-approved in writing by grant manager
  - Cell phones, pagers and Palm Pilots
  - Cost to maintain an existing Household Hazardous Waste (HHW) program where used oil is not collected
  - Developing a permanent facility on non local government property



# Publicity and Education Requirements

---

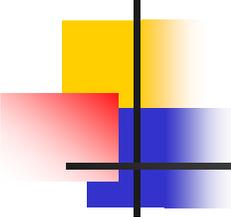
- All items must include the following:
  - Acknowledgement of CIWMB funding
  - Specific information on used oil/filter recycling/disposal
  - List of used oil collection centers within targeted community or telephone number to call for local collection centers
  - Used Oil drop logo with “Recycle Used Oil” or “Recycle Used Oil Filters”



# Reporting Requirements

---

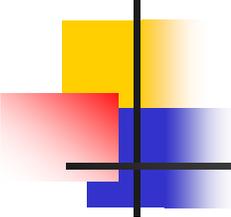
- Annual report submitted by August 15 of each year for previous fiscal year (July 1-June 30) activities and spending
- Items required:
  - Completed Annual Report Form
  - Expenditure Itemization Summary (EIS)
  - Certified Collection Center Site Visit Checklists (if not submitted earlier)
  - Copies of permits/related agreements for used oil/HHW collection events



# Reporting Requirements

---

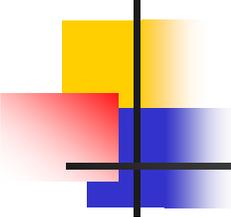
- Additional documents required
  - Payment Request Form for remaining 10% withheld from payment requests or advance
  - Recycled Content Product Certification Form (RCP) for each item purchased with grant funds
  - Publicity & Education Reporting samples (i.e. photo of premium, electronic copy of printed materials, script copy for video/radio ads)
  - All forms can be downloaded from CIWMB website at <http://www.ciwmb.ca.gov/HHW/Forms>



# Expenditure Itemization Summary (EIS)

---

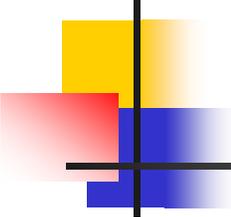
- Use the following categories when reporting costs on the EIS
  - Permanent Collection Facilities
  - Temporary or Mobile Collection
  - Residential Collection
  - Load Checking
  - Publicity and Education
  - Personnel/Other
- EIS must be signed and dated by the person authorized in grantee's resolution to be certified



# Payment Options

---

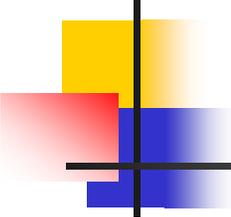
- Block Grant funds expended on reimbursement basis only
- Exception: Advance Payment option available for grantees receiving \$20,000 or less
- Grants subject to reimbursement should refer to pages 8-13 of the P&Rs
- Grants approved for advance payment should refer to pages 13-19 of the P&Rs



# Reimbursement Payments

---

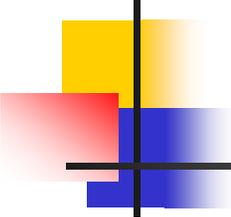
- Grantee will receive reimbursement payments
- 10% will be withheld from each payment request and paid at the end of the grant term
- Required documents include the payment request form and expenditure itemization summary, with any personnel expenditure summary and/or travel expense form
- Supporting documentation (invoices, receipts, purchase orders, proof of payment, samples, etc.) must be retained by grantee. Do not submit these documents with the EIS



# Advance Payment

---

- Required documents include the payment request form and expenditure itemization summary, with any personnel expenditure summary and/or travel expense form
- Supporting documentation (invoices, receipts, purchase orders, proof of payment, samples, etc.) must be retained by grantee. Do not submit these documents with the EIS
- The block grantee receives a 90% payment advance, while CIWMB retains 10% until the grant closes out
- Grantee must expend the 90% advance, then any accrued interest, before the 10% withheld from the grant is released to the grantee

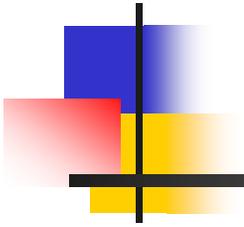


# Audit Considerations

---

- Grantee should maintain records for a possible audit for a minimum of three years after final payment or grant term and date, whichever is later.

# BG 202



## Used Oil Program Perspectives

S. Hernandez

# Website

Address  <http://www.ciwmb.ca.gov/UsedOil/Grants/Resources/>

[Oil/HHW Grants Home](#)  
[Grantee Resources](#)  
[Forms](#)  
[Grants Database](#)  
[Grant Contacts](#)  
[Used Oil Home](#)  
[HHW Home](#)  
[CIWMB Grants Home](#)

## Grantee Resources

The CIWMB has compiled the following materials and tools for planning, implementing, and evaluating used oil and household hazardous waste programs. The information is intended to complement the guidance and support provided by CIWMB grant managers. If you have additional questions, please do not hesitate to [contact your grant manager](#).

- [Grants Administration](#)
- [Program Planning and Evaluation](#)
- [Demographics](#)
- [Advertising and Promotional Tools](#)
- [Partnering With Certified Collection Centers](#)
- [Targeted Sector Programs](#)
- [Curriculum](#)
- [Vendor Lists for Used Oil/HHW Collection Equipment and Supplies](#)
- [Conferences and Training](#)
- [Used Oil Publications](#)
- [HHW Publications](#)

### Grants Administration

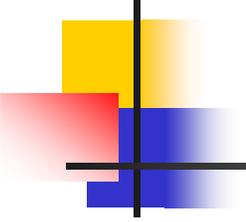
- [Grant Manager Assignments](#). CIWMB staff assigned to assist used oil and household hazardous waste grant managers by county.
- [Grant-Related Forms](#)

### Program Planning and Evaluation

**NEW** [Community-Based Social Marketing Pilot to Increase Do-It-Yourself Oil Recycling Rates](#). Summary of findings of pilot studies in Los Angeles, Napa, and Madera Counties to determine the effectiveness of Community-Based Social Marketing in increasing used oil and filter recycling among Californians who change their own motor oil (DIYers). Published by the California Integrated Waste Management Board.

Daniels, Lisa

**NEW** [Used Oil Recycling Program Self Evaluation and Program Gap Identification](#). This online evaluation tool helps you increase used oil collection by determining which program components to emphasize and how to work



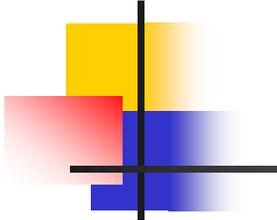
# Feedback from Grantees

---

## Specific Technical Assistance Requests

- CCCs
- Fiscal
- Outreach

# Oil Collection Log Available



 <p>RECYCLE USED OIL</p>	<b>USED OIL LOG SHEET</b> Operator _____ CIWMB # _____	
	<b>Acceptable Oil:</b> Motor Oils Gear Box Oils Transmission Fluids	<b>Unacceptable Fluids:</b> Solvents      Paint & Lacquer Thinners      Paints & Varnishes Gasoline      Household Chemicals      Insecticides Anti-Freeze      Any mix of unacceptable materials with used oil.
(Empty space for notes or additional information)		

Date	# of Gallons	# of Filters

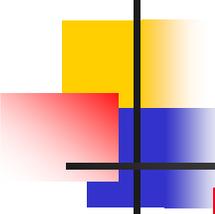
Date	# of Gallons	# of Filters

# Orphaned Oil (Abandoned Oil)

- Common Problem Cited by Collection Centers



# Orphan Oil Signage



**STOP!**

**IT'S ILLEGAL  
To Abandon Used Oil  
Or Other Hazardous  
Substances Outside  
This Facility**



TO REPORT ILLEGAL DISPOSAL OF USED OIL  
OR OTHER HAZARDOUS MATERIALS AT THIS  
LOCATION, PLEASE CALL:  
**1-800-698-6942**

UNDER PENALTY OF LAW: H&S CODE SECTIONS  
25189.5 (a-c) and 25250.5 (a)  
and PENAL CODE SECTION 374.8

**¡ALTO!**

**ES ILEGAL  
Dejar Su Aceite Usado  
O Otras Substancias  
Peligrosas Afuera  
De Este Negocio**



INTEGRATED WASTE  
MANAGEMENT BOARD  
*Cero desechos... ¡Unidad puede lograrlo!*



Para reportar cualquier disposición de aceite usado o  
otros desechos peligrosos, por favor llame al  
**1-800-698-6942**

BAJO PENA DE LA LEY: S&S SECCIONES DE CÓDIGO  
25189.5 (a-c) y 25250.5 (a)  
Y CÓDIGO PENAL SECCIÓN 374.8

# Contaminated Oil



Concern exceeds Reality:

- In 2005, 2 Claims for 1,320 gallons total
- Contaminated Oil = 0.0003  
(three ten-thousandths of one percent) of all  
DIY oil collected at CCCs (5 Million Gallons)

# CCC Changes Notice by e-mail

## Weekly Changes in Oil Collection Centers

4/9/2006 - 4/15/2006

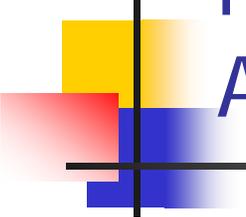
CITY	CO.	STATUS	CIWMB ID# - SITE NAME	SITE ADDRESS	STATUS DATE	Grant Manager
Alameda	01	CERTIFIED	01-C-07367 - Kragen Auto Parts #4281	2327 Blanding Avenue, Alameda, CA 94501	11-Apr-06	Ashraf Batavia
Martinez	07	CERTIFIED	07-C-07369 - Kragen Auto Parts #4280	3815 Alhambra Avenue, Martinez, CA 94553	11-Apr-06	Ashraf Batavia
Willows	11	CERTIFIED	11-C-05962 - Express Lube Oil and Wash	1240 W. Wood St., Willows, CA 95988	14-Apr-06	Jeffrey Lin
Calexico	13	CERTIFIED	13-C-07366 - Kragen Auto Parts #4267	433 S. Menvielle Rd., Calexico, CA 92231	11-Apr-06	Angela Parker
Bell Gardens	19	CERTIFIED	19-C-07360 - Anaya's Service Center	5515 Gage Ave, Bell Gardens, CA 90201	11-Apr-06	Chris Schmidle
Bell Gardens	19	WITHDRAWN	19-C-03107 - Anaya's Service Center	5515 Gage Ave, Bell Gardens, CA 90201	11-Apr-06	Chris Schmidle
Bellflower	19	CERTIFIED	19-C-07385 - Norm Reeves Honda Used Car Su	17308 Bellflower Boulevard, Bellflower, CA 90706	11-Apr-06	Chris Schmidle
Canoga Park	19	CERTIFIED	19-C-07389 - West Hills Fast Lube	8301 Canoga Ave, Canoga Park, CA 91304	11-Apr-06	Chris Schmidle
Canoga Park	19	WITHDRAWN	19-C-06825 - West Hills Fast Lube	8301 Canoga Ave, Canoga Park, CA 91304	11-Apr-06	Chris Schmidle
Cerritos	19	CERTIFIED	19-C-07380 - Cerritos Ford	18900 Studebaker Road, Cerritos, CA 90703	11-Apr-06	Chris Schmidle
Northridge	19	CERTIFIED	19-C-07372 - Cary Fox's Tire & Automotive Cent	19321 Roscoe Blvd., Northridge, CA 91324	11-Apr-06	Chris Schmidle
S. El Monte	19	CERTIFIED	19-C-07375 - El Monte Muffler Service	9716 E. Garvey Avenue, Ste.A, S. El Monte, CA 91733	11-Apr-06	Angela Parker
South El Monte	19	CERTIFIED	19-C-07376 - Ditty Container	2226 N. Rosemead Blvd., South El Monte, CA 91733	11-Apr-06	Angela Parker
South Gate	19	CERTIFIED	19-C-07377 - Nacho Automotive Repair	4200 Southern Avenue, South Gate, CA 90280	11-Apr-06	Stephen Binning
West Covina	19	CERTIFIED	19-C-07384 - Norm Reeves Honda Superstore	1840 East Garvey, West Covina, CA 91791	11-Apr-06	Angela Parker
West Covina	19	CERTIFIED	19-C-07387 - Super Lincoln Mercury Mazda	2539 E Garvey, West Covina, CA 91791	11-Apr-06	Angela Parker
Huntington Beach	30	CERTIFIED	30-C-07383 - Norm Reeves Honda Superstore	19131 Beach Boulevard, Huntington Beach, CA 92648	11-Apr-06	Alan White
Mission Viejo	30	CERTIFIED	30-C-07382 - Norm Reeves Acura of Mission Vie	28802 Marguerite Parkway, Mission Viejo, CA 92692	11-Apr-06	Alan White
Santa Ana	30	CERTIFIED	30-C-06506 - Guaranty Chevrolet Motors Inc.	711 E 17th St., Santa Ana, CA 92701	14-Apr-06	Alan White
Riverside	33	CERTIFIED	33-C-07381 - Riverside Infiniti	3040 Adams Street, Riverside, CA 92504	11-Apr-06	Don Peri
Colton	36	CERTIFIED	36-C-07368 - Kragen Auto Parts	1100 N. Pepper Avenue, Colton, CA 92324	11-Apr-06	Barbara Baker
El Cajon	37	PENDING	37-C-07374 - Jiffy Lube #3004	1621 N. Magnolia, El Cajon, CA 92020	11-Apr-06	Angela Parker
Santa Barbara	42	CERTIFIED	42-C-07371 - Kragen Auto Parts #4314	436 N. Milpas, Santa Barbara, CA 93103	11-Apr-06	Spencer Fine
Happy Camp	47	CERTIFIED	47-C-07390 - Happy Camp Landfill	Happy Camp Landfill PO BOX 789, Happy Camp, CA 96111	11-Apr-06	Spencer Fine
Happy Camp	47	WITHDRAWN	47-C-00530 - Happy Camp Landfill	65600 State Hwy 96 at Hockaday Dr, Happy Camp, CA 96111	11-Apr-06	Spencer Fine
Mount Shasta	47	CERTIFIED	47-C-07386 - Black Butter Landfill	Mt Shasta Dump Road Spring Hill Drive, Mount Shasta, CA 96007	11-Apr-06	Spencer Fine
Suisun City	48	CERTIFIED	48-C-07370 - Kragen Auto Parts #4268	113 Sunset Avenue, Suisun City, CA 94585	11-Apr-06	Susan Mueller

# CCC 120-Day Expiration Reminder

## 120 Day Notice of Expiration of Certified Collection Centers

4/9/2006 -4/15/2006

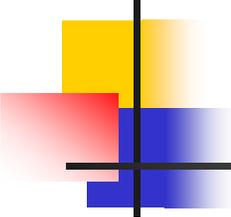
CITY	CO #	CIWMB ID#	SITE NAME	ADDRESS	Letter sent	Grant Manager
Lakeport	17	17-C-03188	Timberline Disposal Co Recycling Center	230 Soda Bay Road, Lakeport, CA 95453	07-Apr-06	Spencer Fine
Lucerne	17	17-C-03189	Lucerne Fire Department	6257 7th Ave, Lucerne, CA 95458	10-Apr-06	Spencer Fine
Arcadia	19	30-C-06621	Racetrack 76	701 West Huntington Drive, Arcadia, CA 91007	12-Apr-06	Don Peri
Hawthorne	19	19-C-05509	City of Hawthorne City Yard	12500 Eucalyptus Ave, Hawthorne, CA 90250	13-Apr-06	Chris Schmidle
Long Beach	19	19-C-00924	Top's Auto Repair	5438 Long Beach Blvd, Long Beach, CA 90805	07-Apr-06	Alan White
Pico Rivera	19	19-C-06633	Auto Clinic Unocal	4422 Rosemead Blvd, Pico Rivera, CA 90660	15-Apr-06	Chris Schmidle
Point Reyes Station	21	21-C-04345	Greenbridge Gas & Auto	11401 State Route 1, Point Reyes Station, CA 94956	15-Apr-06	Susan Mueller
Truckee	29	29-C-05510	Truckee Rents	10410 River Park Place, Truckee, CA 96161	11-Apr-06	Susan Mueller
Anaheim	30	30-C-03177	All Seasons Tire and Auto Center, Inc.	817 S Brookhurst St, Anaheim, CA 92804	07-Apr-06	Alan White
Corona Del Mar	30	30-C-06620	Corona Del Mar 76	2201 E. Pacific Coast Hwy, Corona Del Mar, CA 92626	12-Apr-06	Alan White
Rancho Santa Margarita	30	30-C-06616	Econo Lube N'Tune and Brakes	21562 Plano Trabuco Road, Rancho Santa Margarita, CA 92688	13-Apr-06	Alan White
Rancho Santa Margarita	30	30-C-06617	Rancho Santa Margarita Nissan	29901 Rancho Santa Margarita, Rancho Santa Margarita, CA 92688	13-Apr-06	Alan White
San Juan Capistrano	30	30-C-06632	San Juan Chevron	32001 Camino Capistrano, San Juan Capistrano, CA 92675	12-Apr-06	Alan White
Beaumont	33	33-C-06635	Fast Lube and Tune	975 East 6th Street, Beaumont, CA 92223	15-Apr-06	Don Peri
Rancho Cucamonga	36	36-C-06624	Kragen Auto Parts #4205	11368 Kenyon Way Suite 11-A, Rancho Cucamonga, CA 91730	15-Apr-06	Barbara Baker
El Cajon	37	37-C-03200	Universal Refuse & Recycling	1001 W Bradley Ave, El Cajon, CA 92020	08-Apr-06	Angela Parker
Vista	37	37-C-06068	Santa Fe Auto Repair	1045 N. Santa Fe Ave., Vista, CA 92084	10-Apr-06	Angela Parker
Redding	45	45-C-06618	Jones Valley Resort	22300 Jones Valley Marina Dr., Redding, CA 96003	13-Apr-06	Alan White
Santa Rosa	49	49-C-06069	Oil Stop	1375 Santa Rosa Avenue, Santa Rosa, CA 95404	15-Apr-06	Susan Mueller
Modesto	50	50-C-06631	Pro Lube Oil Change Centers	3037 Sisk Road, Modesto, CA 95350	12-Apr-06	Susan Mueller
Oxnard	56	56-C-04310	Channel Islands Harbor Fuel Dock	3855 Pelican Wy, Oxnard, CA 93035	15-Apr-06	Don Peri



# SETTING UP AN OIL FILTER COLLECTION PARTNERSHIP WITH KRAGEN'S (CSK) AUTO PARTS

---

- **CSK Auto requires a 2-year commitment from jurisdictions to fund filter collection as a partner in the collection of used oil filters.**

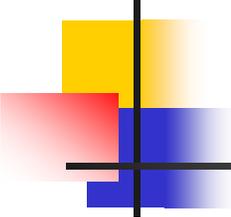


# Cost of Filter Collection

---

- **There is a one-time drum setup fee of \$35.00 – (55-gallon drum with lid)**
- **Disposal of a full 55-gallon drum of used oil filters costs \$45.00. A 55-gallon drum holds approximately 225 to 250 uncrushed filters.**

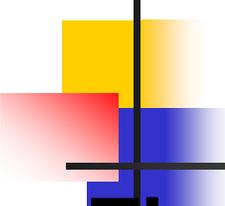
(These prices are based on using Asbury Environmental as the waste hauler.)



# Filter Collection Pre-Approval

---

- Send a detailed e-mail to Terri Buttler ([tbuttler@cskauto.com](mailto:tbuttler@cskauto.com)) at Kragen Corporate office outlining the event. This e-mail must be received at least 6 weeks prior to the event date.



# Pre-Approval Info Required

---

**The email should include:**

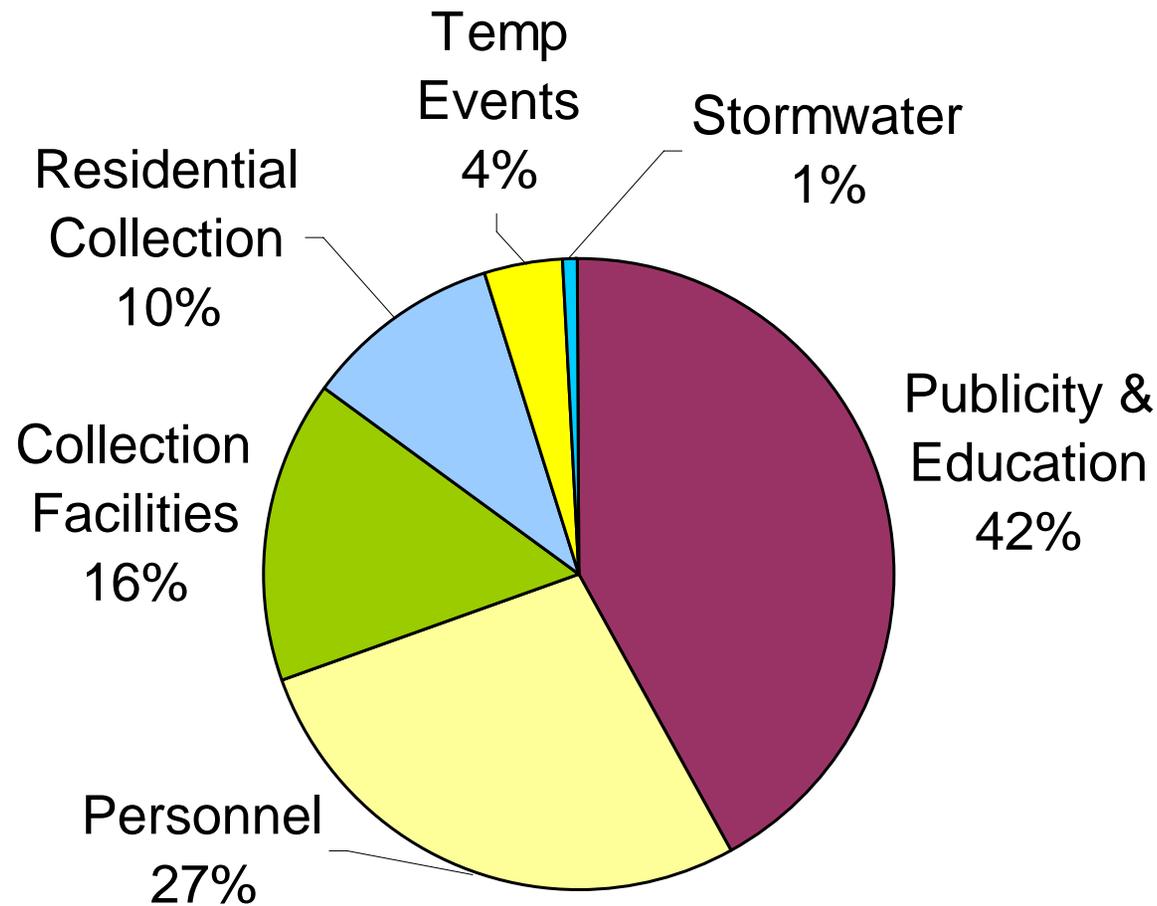
- **Kragen location, date, and time of the proposed event**
- **Type of event – Filter Exchange, etc**
- **How the event will be advertised – radio, newspaper, flyers, City Website, etc**
- **How the event will be setup in the parking lot – table, chairs, canopy, radio station, etc**
- **Description of give-a-ways if applicable – drain containers, funnels, shop towels, etc**



**Note:**

**Permission must be obtained from CSK for each event. CSK must approve all event advertisements. CSK Auto, Inc. must be added as additional insured (for date and time of each event) on the insurance policy of the jurisdiction hosting the event.**

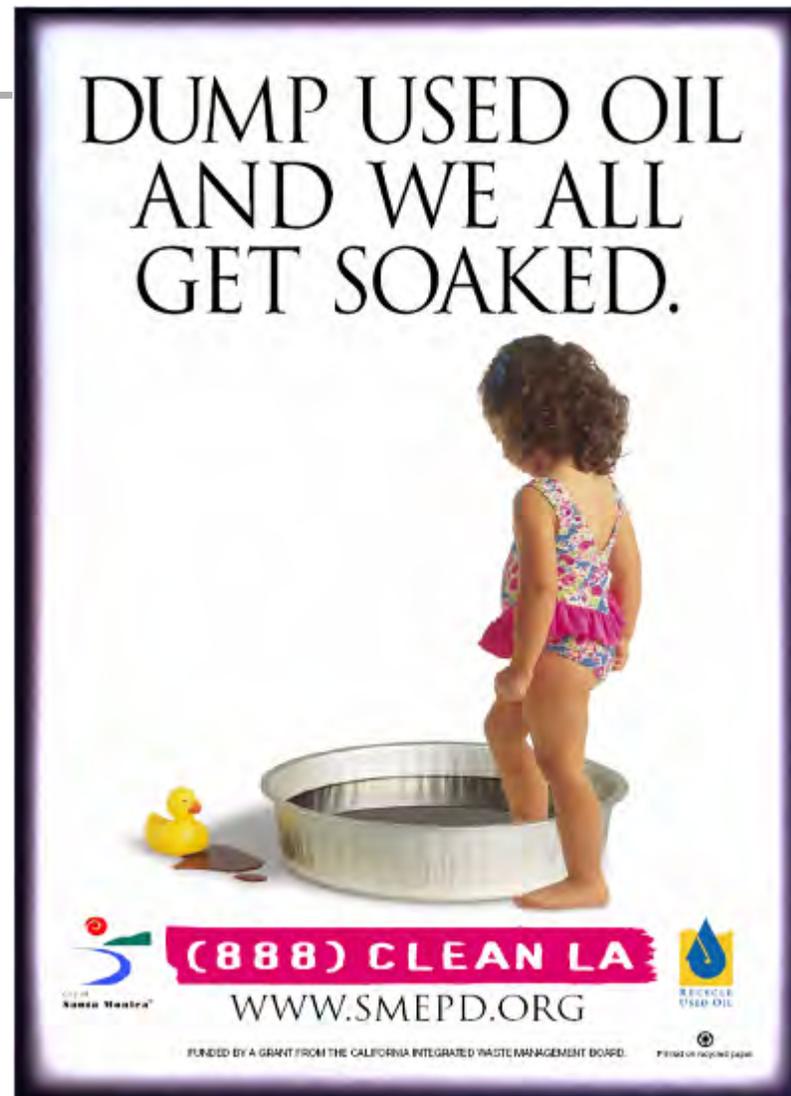
# Block Grant Budget Expenses 97-05



# Outreach

Adapt  
Existing  
Outreach  
Materials

Poster  
Example



# Outreach

## Flyer

**FREE USED OIL AND OIL FILTER COLLECTION EVENT**

**Bring in your used oil filter and receive a new one FREE!\***

Residents are welcome to bring in used motor oil and oil filters in exchange for free prizes.

**Location:** Kragen Auto Parts #1742  
11951 Beach Blvd.  
Stanton, CA 90680

**Date:** Saturday  
April 22, 2006

**Time:** 8am - 2pm

Used oil must be stored properly in a clean, uncontaminated container. For proper disposal of contaminated used oil and other household hazardous wastes, please visit the closest HHW center at 17121 Nichols St., Huntington Beach, CA 92647.

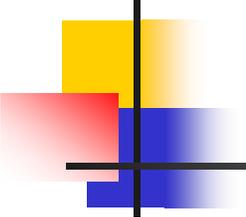
DUMP USED OIL AND WE ALL GET SOAKED.



**(800) CLEAN UP**  
[WWW.1800CLEANUP.ORG](http://WWW.1800CLEANUP.ORG)



FINANCED BY A GRANT FROM THE CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD.  
\*FREE OIL FILTERS WILL ONLY BE GIVEN AWAY DURING THIS EVENT.



# Oil Recycling Pledge

---

I, \_\_\_\_\_ pledge to recycle my used oil and filters when I change my vehicle's motor oil. I will also encourage a friend or neighbor who doesn't currently recycle their used oil and filters to call 1-800-CLEANUP hotline or visit the [www.cleanup.org](http://www.cleanup.org) website and recycle their used oil and filters.

# Outreach

## Flyer in Spanish

### EVENTO DE RECOLECCIÓN GRATUITA DEL ACEITE USADO Y FILTROS

Traiga en su filtro de aceite usado y reciba un nuevo GRATIS!\*

Los residentes son bienvenidos a traer su aceite de motor y filtros usados para el intercambio de premios gratis.\*

Ubicación: Kragen Auto Parts #1742  
11951 Beach Blvd.  
Stanton, CA 90680  
Fecha: sábado  
22 de abril 2006  
Hora: 8am - 2pm

El aceite usado se debe almacenar apropiadamente en un contenedor limpio y que no esté contaminado. Para desechar debidamente el aceite usado contaminado y otros desperdicios peligrosos del hogar, visite por favor el centro más cercano de HHW en 17121 Nichols St., Huntington Beach, CA 92647.



SI TIRA EL ACEITE USADO, NOS EMPAPARA A TODOS.



RECICLA SU ACEITE USADO

(800) 253-2687  
WWW.1800CLEANUP.ORG



FINANCIADO POR UNA RESOLUCIÓN DEL COMITÉ CALIFORNIA WASTE MANAGEMENT BOARD. \*LOS FILTROS DE ACEITE SE ENTREGAN SOLAMENTE DURANTE ESTE EVENTO.



A BOUT OF A CLEAN OIL

# Outreach

## Tip Card

### DUMP USED OIL AND WE ALL GET SOAKED

RECYCLE YOUR USED OIL AND OIL FILTERS  
AT ONE OF THE FOLLOWING COLLECTION CENTERS:

**Joe's Auto Clinic\***  
(714) 891-7715  
11763 Beach Blvd., Stanton

**Kragen Auto Parts**  
(714) 799-7574  
11951 Beach Blvd., Stanton

**Scher Tire**  
(714) 892-9924  
7000 Katella Ave., Stanton

**Texaco Xpress Lube**  
(714) 373-4432  
8100 Lampson Ave.  
Garden Grove

**AutoZone\***  
(714) 590-1785  
12056 Brookhurst St.  
Garden Grove

**Kragen Auto Parts**  
(714) 490-1274  
2245 W. Ball Rd.  
Anaheim

**Kragen Auto Parts\***  
(714) 741-8090  
9851 Chapman Ave.  
Garden Grove

\*Collects only oil



**(800) CLEAN UP**

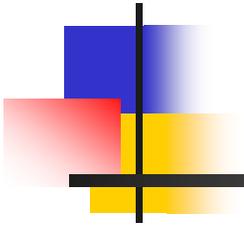
[WWW.1800CLEANUP.ORG](http://WWW.1800CLEANUP.ORG)



FUNDED BY A GRANT FROM THE CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD.

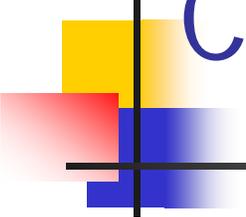
♻️ Printed on recycled paper.

# BG 202



## “The Way We Are Going” Continual Program Improvement

G. Gallagher

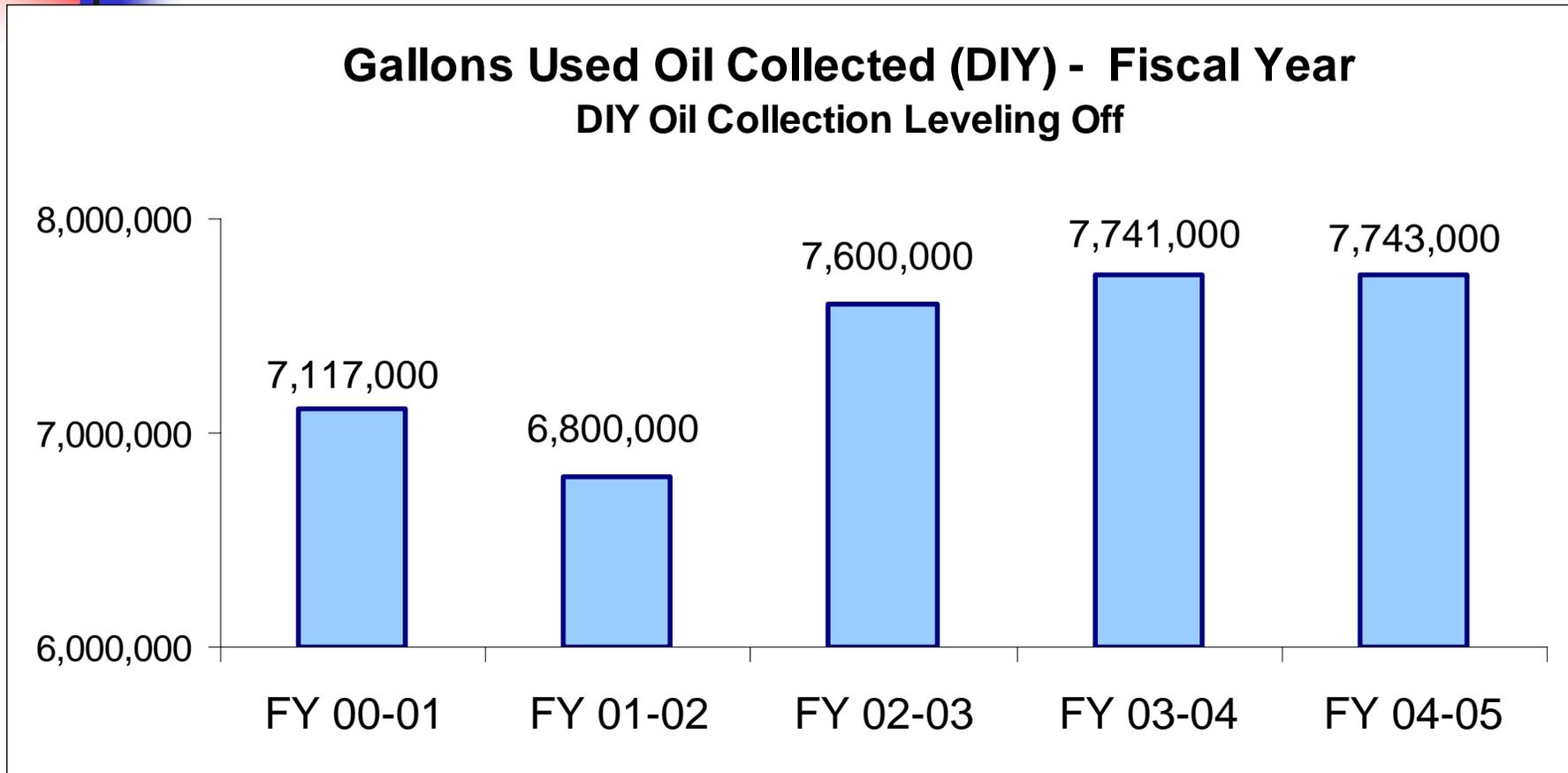


# Continual Program Improvement

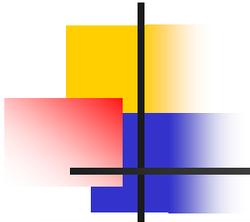
---

- Using Collection Data
- Challenges
- Understanding DIYer Trends
- Improving Program Design

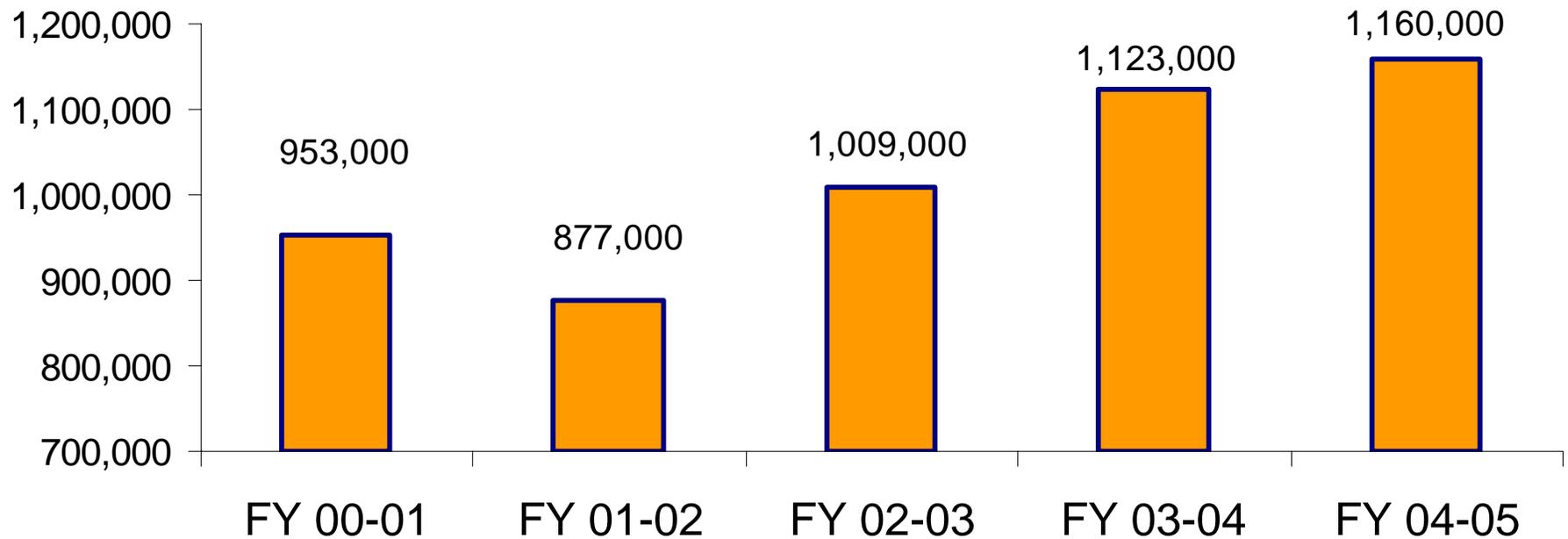
# DIYer Used Oil Collection Leveling



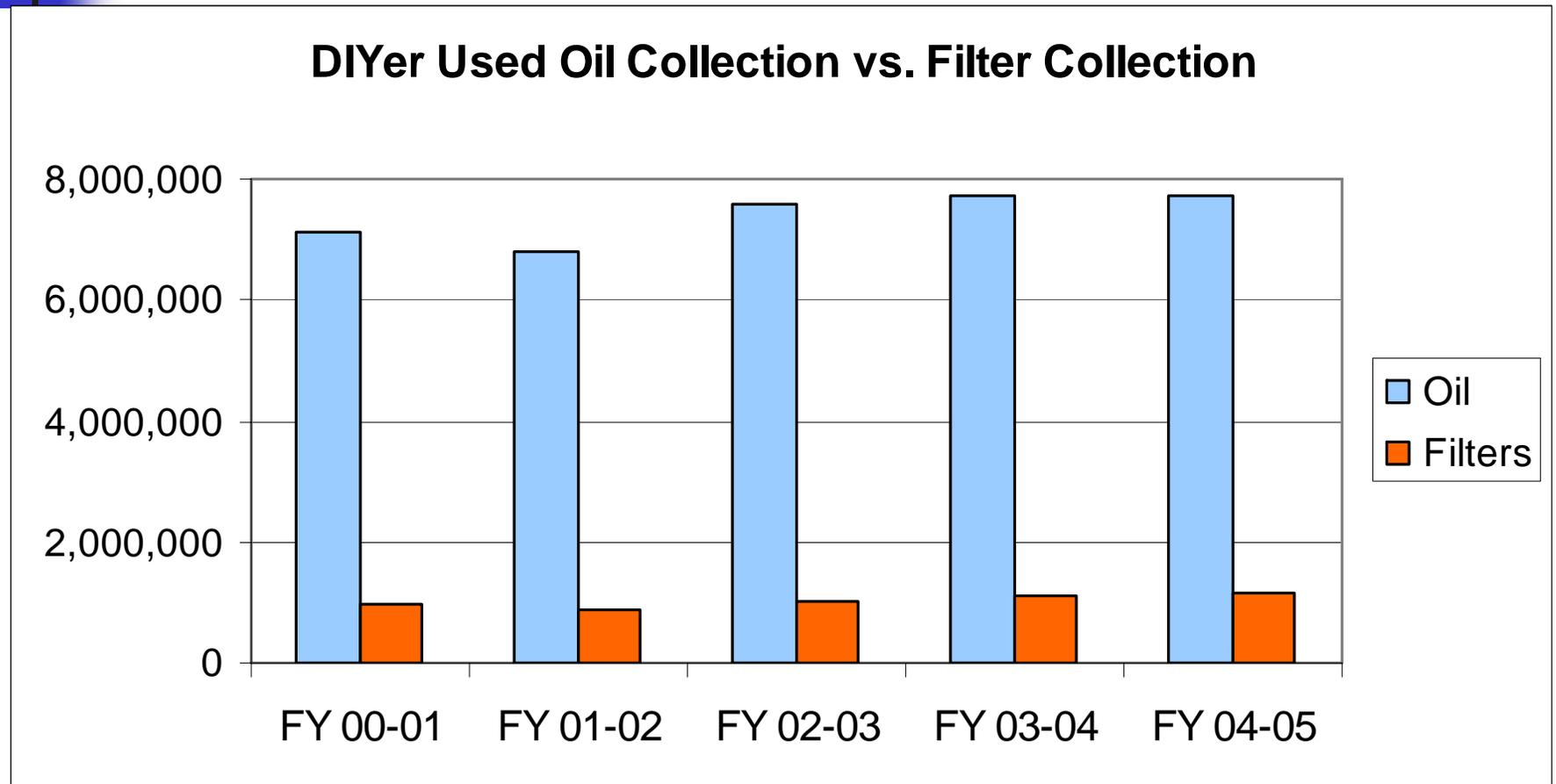
# Filter Collection Increasing, Lags Behind Oil Collection

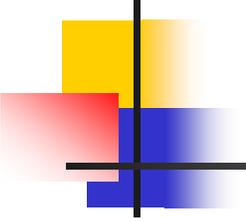


**Oil Filters Collected (DIY) - Fiscal Year**  
**DIY Filter Collection Increasing Modestly**



# DIYer Used Oil vs Filter Collection

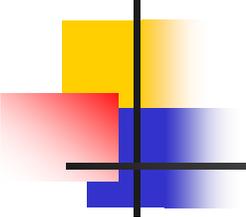




# DIY Oil Collection Data

---

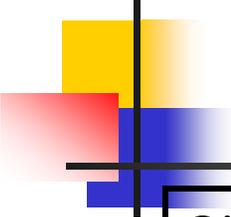
- CIWMB can help provide CCC Data (based on claims)
- Local programs provide/report all other types of program collection (HHWCFs, ABOPs, Residential, Temp Events)



# Claims Data

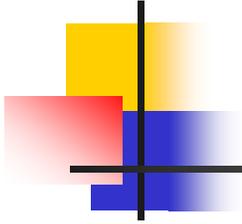
---

- Claims from CCCs include DIY+Non-DIY
- If CCC has service bay, estimate only 2% of oil claimed from DIYers
- Logs or good estimates always better than the 2% general estimate

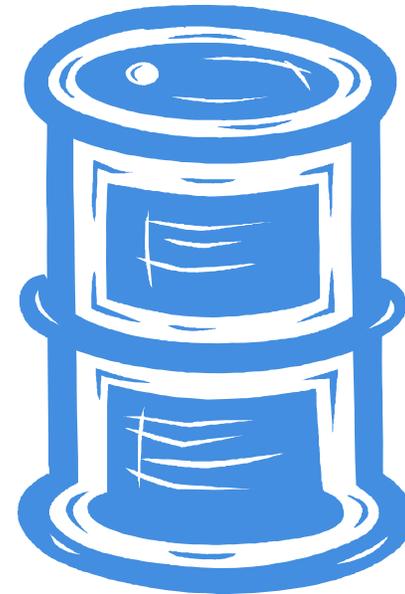
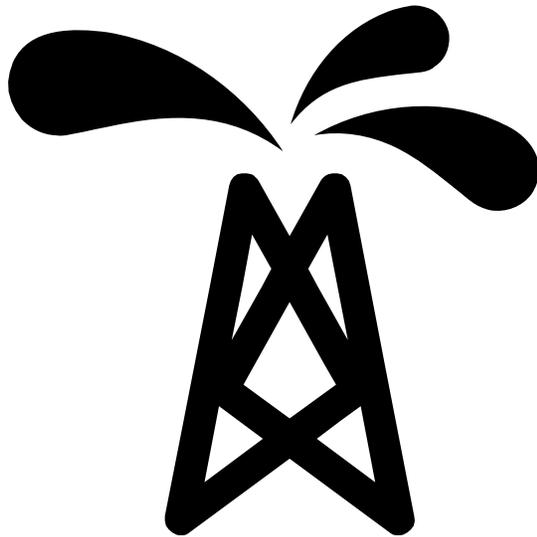


# Typical Claims Data Provided

Site	Address; ID; etc	Oil Claims (All) (gallons)	DIY Oil (gallons)
Auto Parts		100	100
Quick Lube		100	2
Joe's Garage		No Claim	??



# Challenge: Improper Disposal



# DIYer Oil Filter Improper Disposal

- Approximately 93% of DIYer Oil Filters are improperly disposed - 12 million/year
- Each oil filter contains an average of 10.6 oz of trapped oil
- Approximately 1 million Gallons of Oil Disposed (filters alone)



# Other Improper Disposal

- Improperly Disposed Oil  
(2 Million Gallons per Year)
- Improper Disposers:
  - Shade Tree Mechanics  
(unlicensed businesses)
  - DIYers new to country  
(language or cultural barriers)

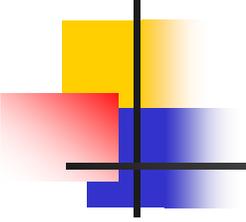


# Shade-Tree Mechanics

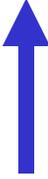
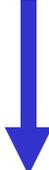
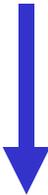
- Highest Improper Disposal is by STMs



# DIYer Trends

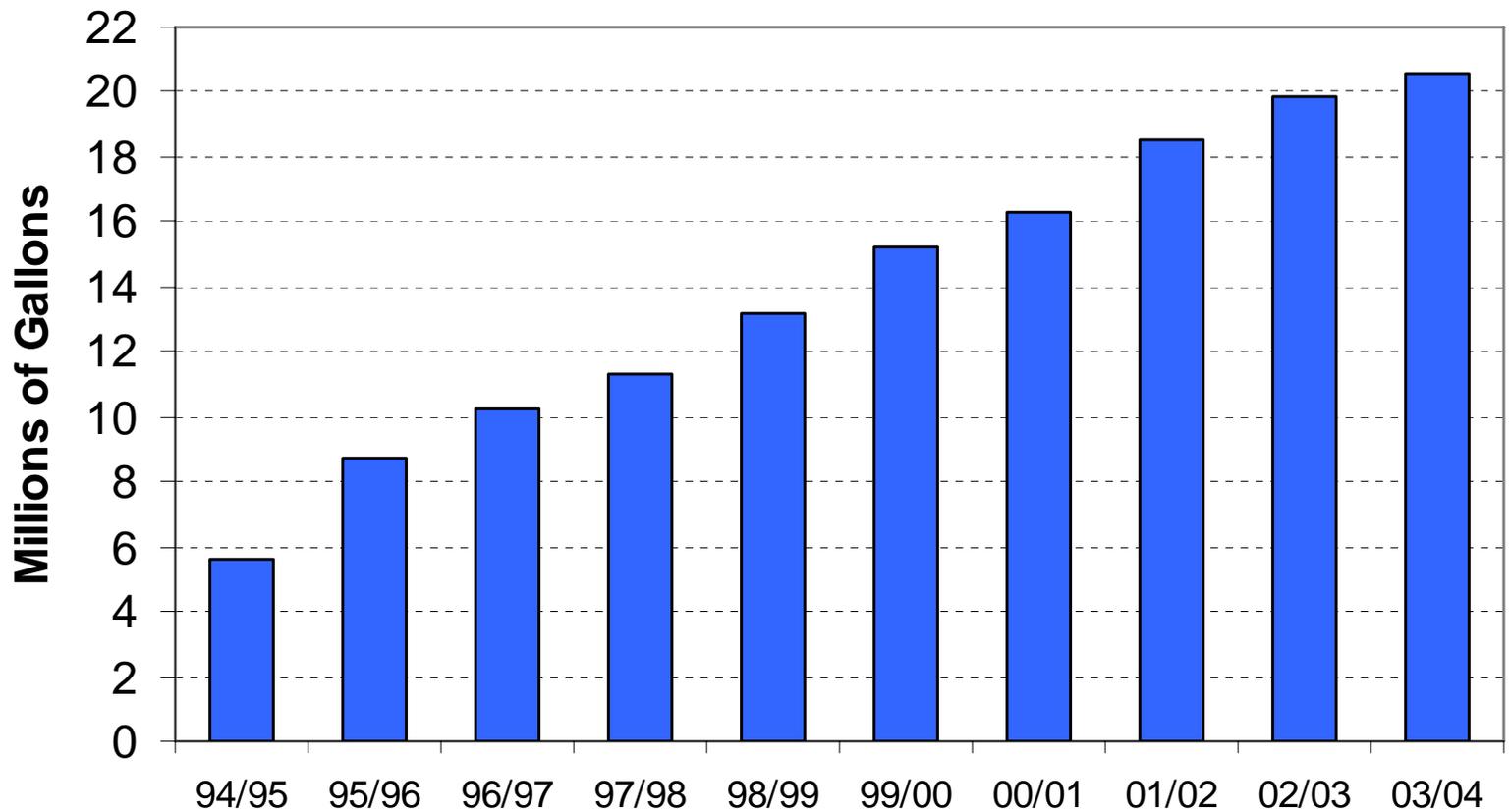


---

- Increasing Recycling Rates 
- Decreasing DIYer Rates  
(increase in oil change businesses) 
- Decreasing Improper Disposal 

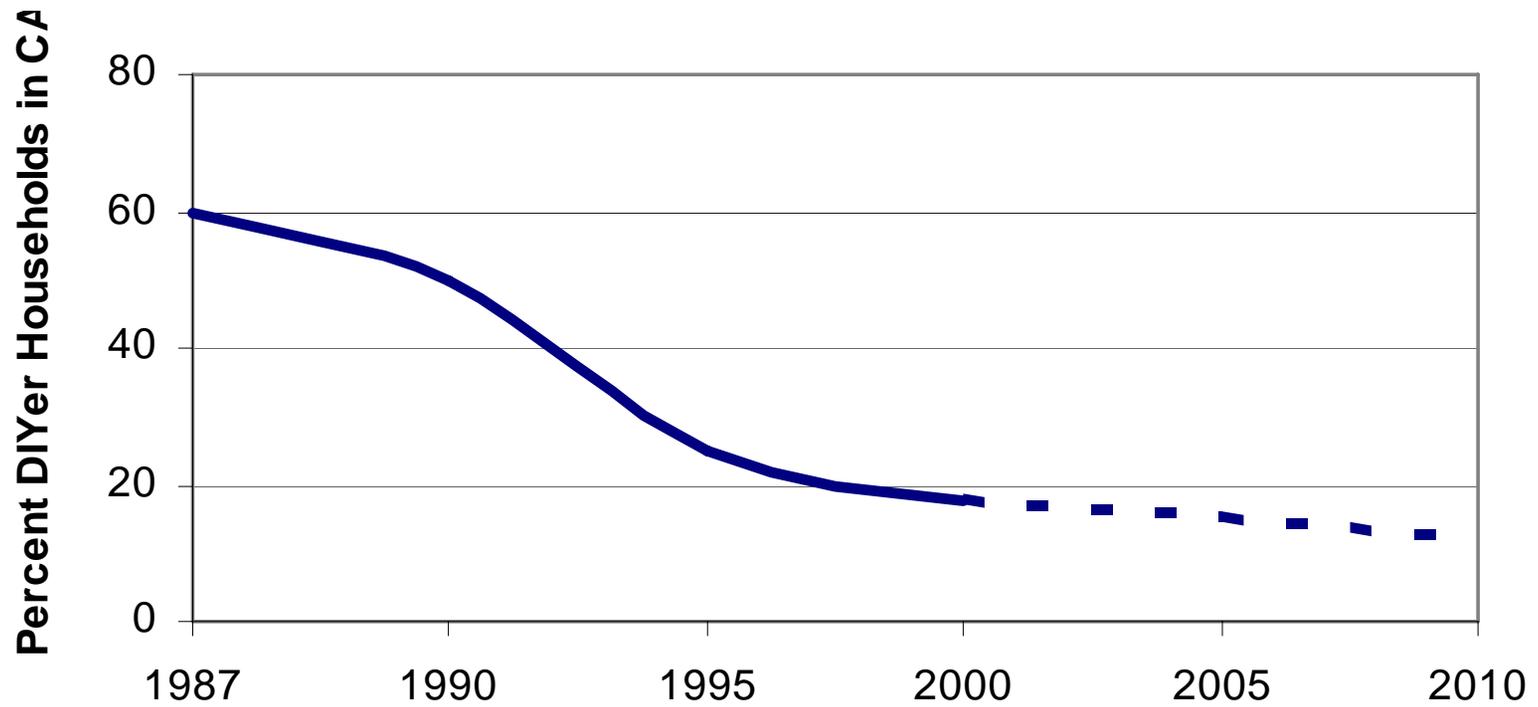
# DIY + Non-DIY Oil at CCCs

**Certified Center Collection Claims Fiscal Years 1994 - 2004**

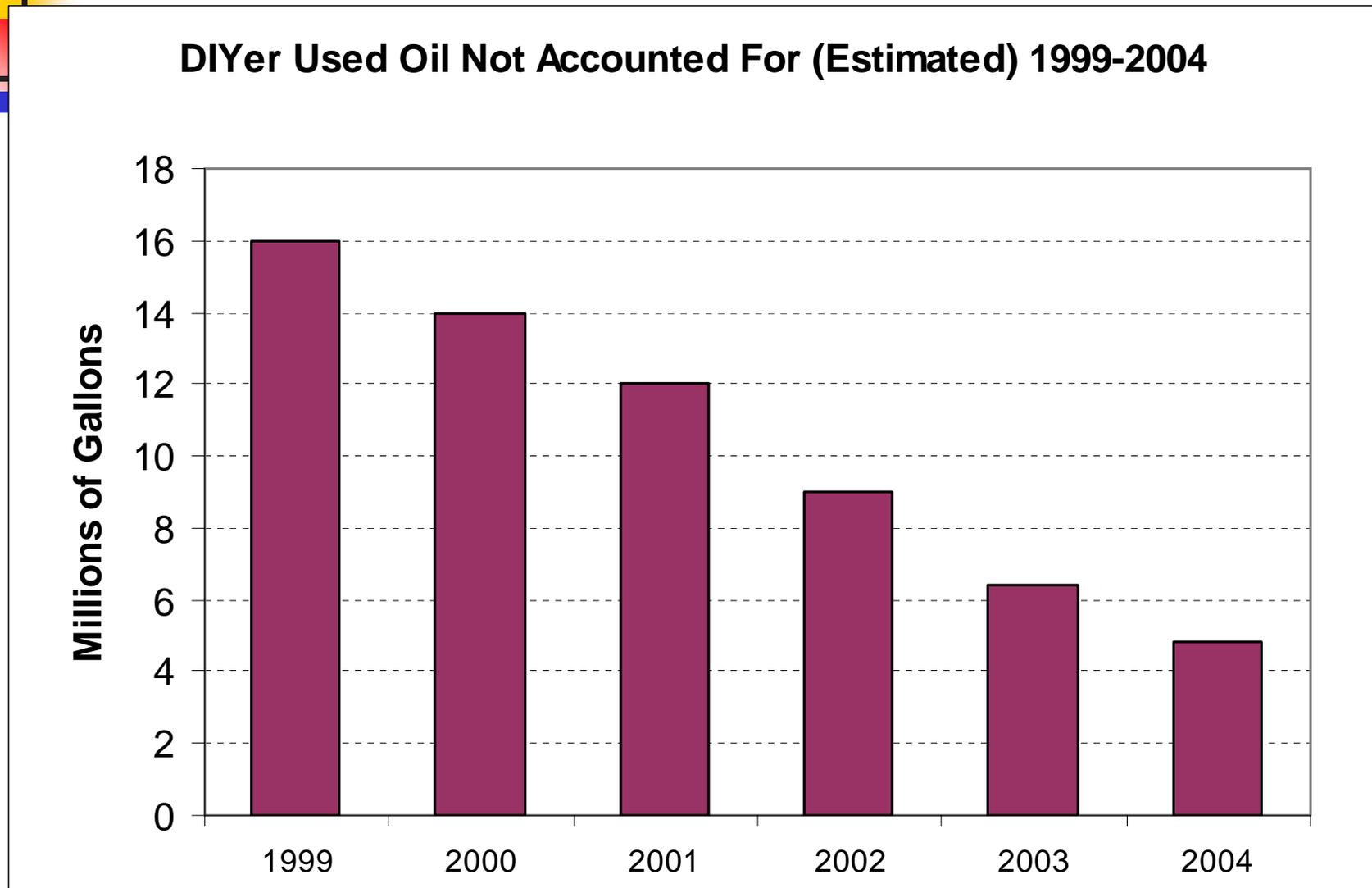


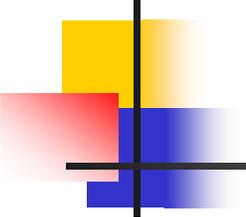
# DIYer Households Decreasing

**DIYer Household Rates Have Decreased Steadily Since 1987**



# Improper Disposal DIY Oil





# Trends (continued)

---

- Extended Oil Change Interval  
(4,900 miles between changes - current)
- 9,000 mile oil change likely in 10 yrs
- Strong Market for Used Oil Products  
(Fuel blend, asphalt extender,  
re-refined oil)

# Fewer DIYers & Outreach Implications

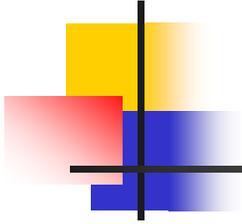
- Transition Outreach:  
Away from Mass Media
- Towards a More Focused Outreach
- Face-to-Face
- Multiple-Language
- Partner with Non-Profits,  
Community Groups



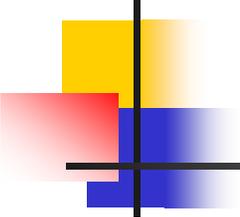
# Implications for Your Budget

- Use Grant \$\$ for Oil Filter Collection
- Consider Curbside Oil Recycling and funding direct oil collection costs
- If DIYer collection is strong, add Pollution Prevention Outreach (Stormwater, Source Reduction)





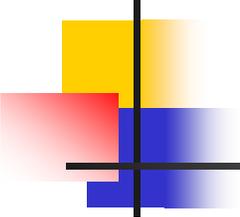
# Program Design



# Program Design: What We'll Cover

---

- Create Profile of Block Grant Target Clients
- Key Program Elements
- Self-Assessment: Block Grant

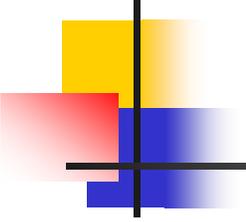


# DIYer Oil

---

Create Profile of **YOUR** Target Clients:

- Residential
- Small Business
- Recreational

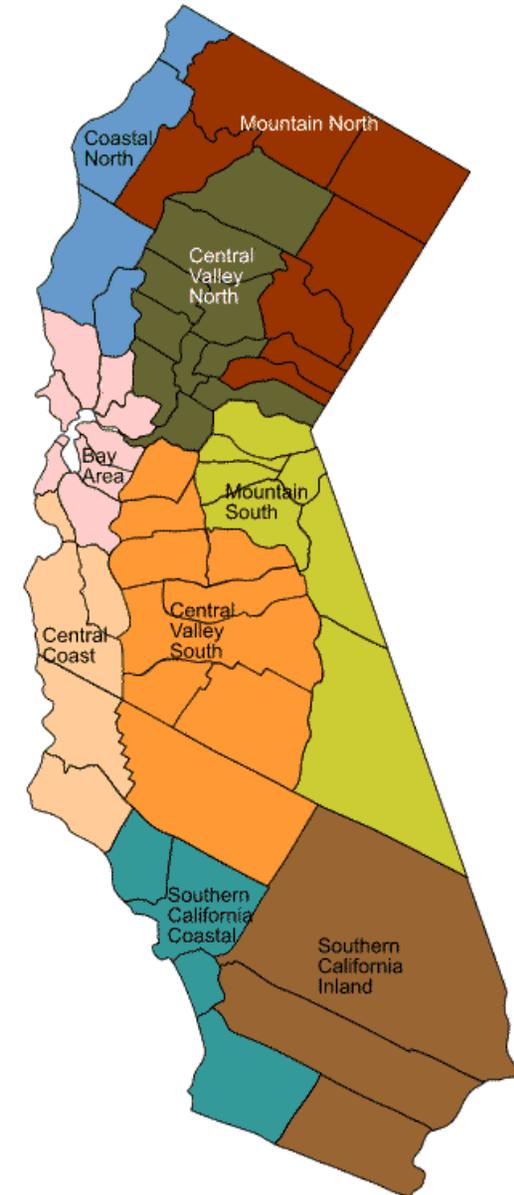
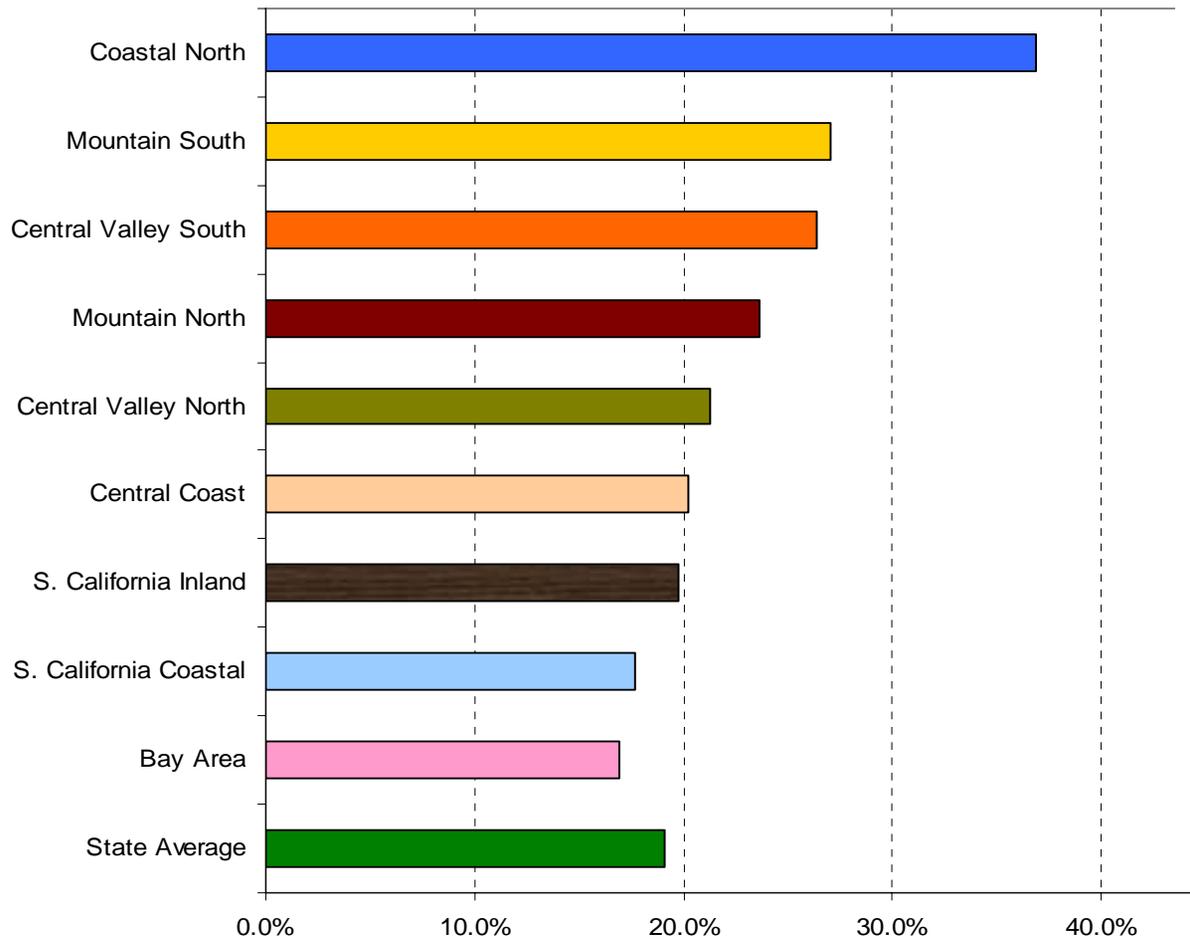
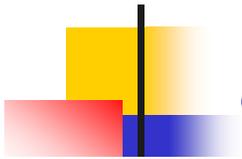


# Residential Target

---

- DIYers, or at-home mechanics
- Male, younger, average to below average income
- All ethnic backgrounds; but targeting newcomers to country is a key target audience

# Profile your Client: Regional Differences in % DIY Households

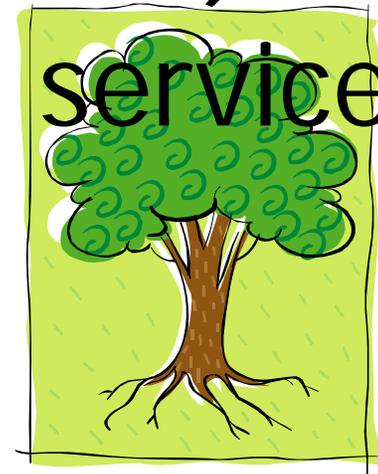


# Small Business Target

- Agricultural
- CESQGs



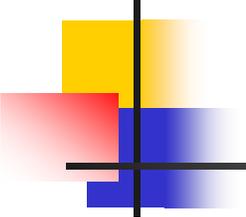
- Shade Tree Mechanic (STM)  
unlicensed oil-changing service



# Recreational Target

- Marinas/Boaters
- Small Airports/Pilots

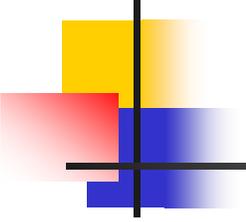




# Key Program Elements

---

1. Oil and Filter Collection Focus
2. Collection Opportunities
3. Local Site Visits to CCCs
4. Targeted Public Outreach
5. Emphasis on Continuous Improvement
6. Adherence to CIWMB Reporting & other Requirements



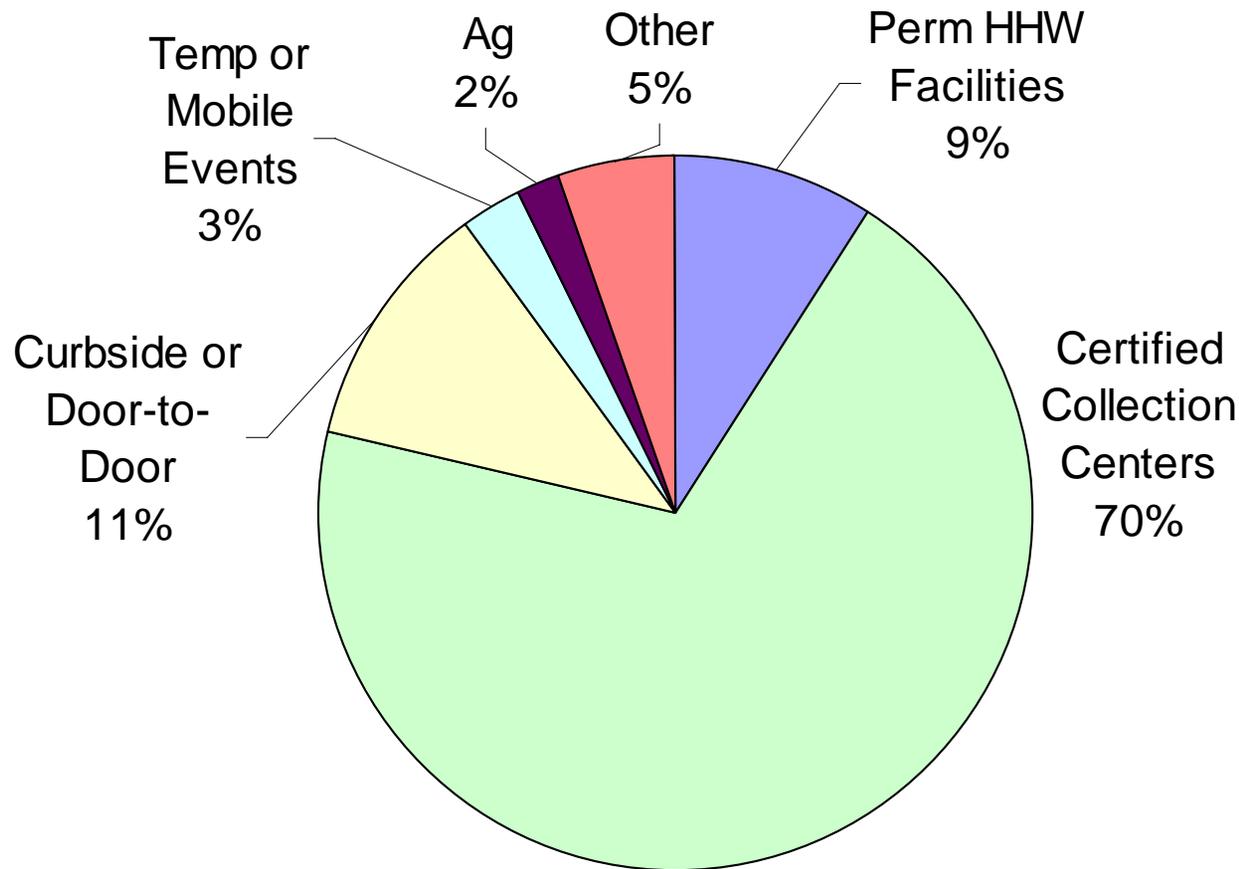
# Oil & Filter Collection Focus

---

## Performance Standard:

- Continual Improvement: Increase collection 5% per year
- State Average or Better (3.67 gallons oil and 0.54 filters per DIYer Household)

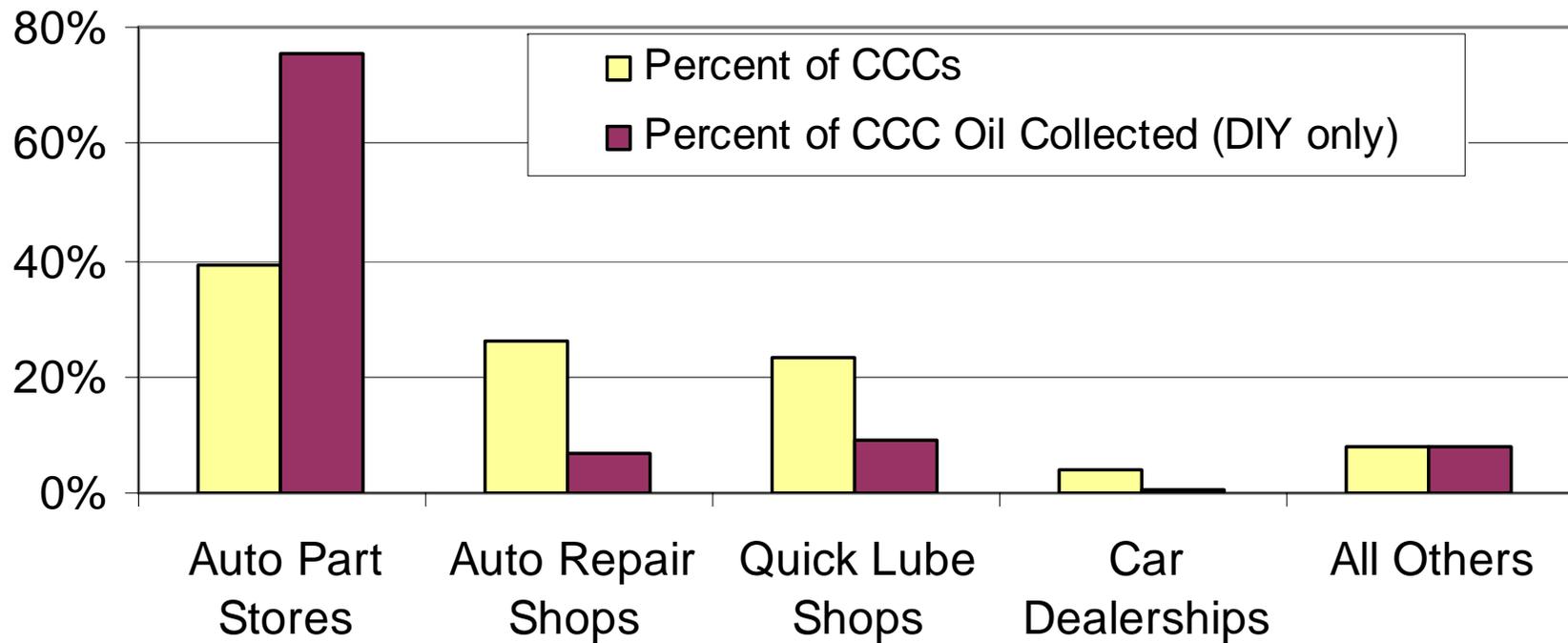
# DIYer Oil Collection by Program FY 2004-2005 – What Collection Method Best Suited for your Jurisdiction



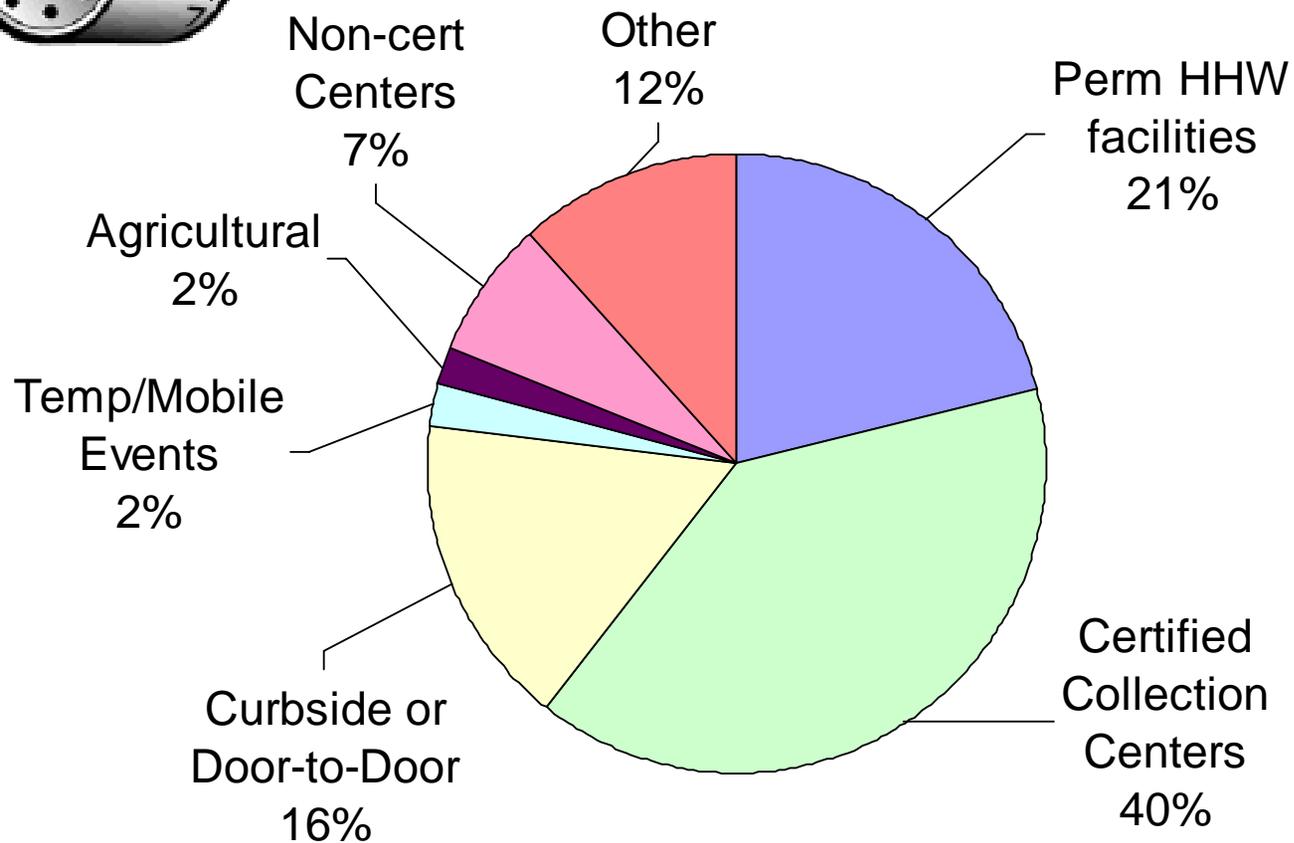
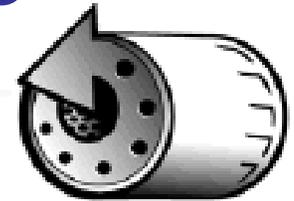
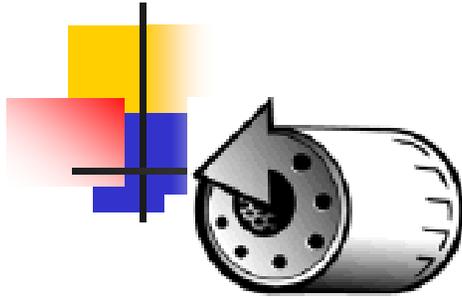
# Oil Collection Breakdown

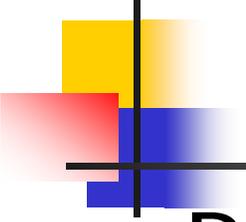
## Cert. Collection Centers Only

**DIYer Oil Collected by CCC Type FY 04-05**



# DIYer Oil Filter Collection by Program FY 2004-2005





# Collection Opportunities

---

## Performance Standard:

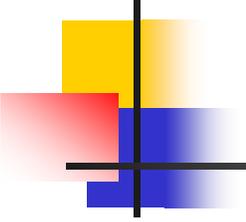
- At least one center per 13,500 people (state average)
- Curbside collection where feasible
- Permanent HHW Facility or ABOPs
- Temporary Events (if needed)
- Special Locations (Marina, Airport, Ag)

# Local Site Visits to CCCs

## Performance Standard:

- Two visits per center per year
- Orphaned Oil Plan
- Bring signs



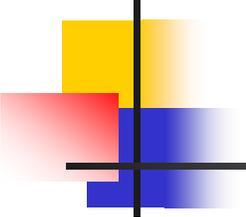


# Targeted Public Outreach

---

## Performance Standard:

- Target outreach to Likely DIYers
- Good Demographic Info:  
<http://censtats.census.gov/pub/Profiles.shtml>
- Multi-Language Outreach

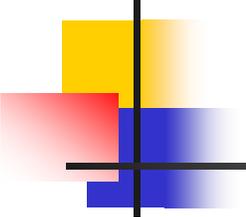


## Continuous Improvement

---

### Performance Standard:

- Ongoing self-assessment (mid-term adjustments)
- Next FY's Work Plan based on Improving Performance
- Annual Report complete

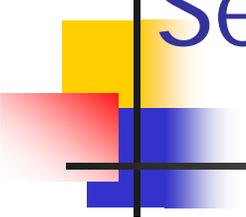


# Good Program Design Summary

---

Above average collection of DIYer oil & filters due to:

- Many convenient collection opportunities matched to each client's needs
- Ongoing support of CCCs

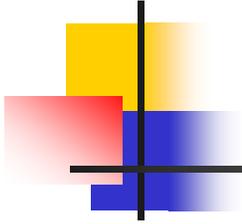


# Self-Assessment & Gap Assessment

---

- Use basic performance standards to compare your existing program to goals achieved by “model program”
- See “Self-Evaluation Checklist” & go through the 12-question self-guided assessment at CIWMB website:  
[www.ciwmb.ca.gov/UsedOil/Grants/Resources/](http://www.ciwmb.ca.gov/UsedOil/Grants/Resources/)

# Annual Report



# Block Grant Annual Report

Grantees are required to submit an Annual Report each August 15<sup>th</sup> (for each grant cycle) that describes their program's activities from July 1<sup>st</sup> to June 30<sup>th</sup>.

**1. Grantee/Jurisdiction:** [REDACTED]



**2. Active Grant/Funds Expended From:**

**9<sup>th</sup> Cycle: UBG-** [REDACTED] **10<sup>th</sup> Cycle: UBG-** [REDACTED] **11<sup>th</sup> Cycle: UBG-** [REDACTED]

**3. Contact Information:**

- No changes
- Change to primary contact
- Change to Signature Authority\*

Name: [REDACTED]

Title: [REDACTED]

Dept: [REDACTED]

Address: [REDACTED]

Phone Number: [REDACTED]

Fax Number: [REDACTED]

Email: [REDACTED]

\*Please attach Letter of Authorization for Signature Authority listed in your resolution.



#### 4. Oil Collection Data and Summary: Fiscal Year 2005/2006



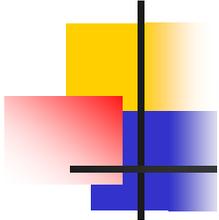
Collection Type	Certified Collection Centers *(ALL oil = DIY + service bay)	Certified Collection Centers *(Do-it-yourselfer ONLY)	PHHW and ABOPS (Non-Certified)	Agricultural Collection	Non-certified facilities (Non-Ag)	Temporary Or Mobile Collection (Temp Event or Mobile)	Residential Collection (curbside or door-to-door)	Other (Marina, Load-Check, Airport, etc.)
Oil (gallons)								
Oil filters (number)								
Source-specific data	# Centers July 1: [ ]		Check collection type below	# Centers July 1: [ ]	#Facilities July 1: [ ]	# of vehicles: [ ]	Check collection type below	List collection type and list of facilities below
	# Centers June 30: [ ]		<input type="checkbox"/> PHHW	# Centers June 30: [ ]	#Facilities June 30: [ ]	Date of Event(s): [ ]	<input type="checkbox"/> Curb	[ ]
	# Site Visits: [ ]		<input type="checkbox"/> ABOP			[ ]	<input type="checkbox"/> Door	[ ]

To assist in completing the gallons of oil claimed, the most current oil claims data can be accessed from the interactive search tool on the CIWMB website at: <http://www.ciwmb.ca.gov/UsedOil/Grants/Block/Reports/ClaimSearch.asp>. This information will be sent by e-mail as well. For Certified Collection Centers that do not file their claims, local grant manager should contact those centers directly for their collection numbers.

## 5. Work Completed From July 1, 2005 – June 30, 2006

Place an X in all boxes that apply to your program. Include staff costs in total dollars spent.

Dollars Spent	PUBLICITY AND EDUCATION EXPENDITURE		
<b>MASS MEDIA OUTREACH: \$</b> <input type="text"/>	<b>(a) TARGET AUDIENCES FOR MASS MEDIA:</b> <input type="checkbox"/> General Public <input type="checkbox"/> Immigrants <input type="checkbox"/> Ethnic Group(s) <input type="checkbox"/> Shade Tree Mechanics <input type="checkbox"/> Auto Enthusiasts <input type="checkbox"/> Boaters <input type="checkbox"/> Growers <input type="checkbox"/> Truckers <input type="checkbox"/> Fleet Managers <input type="checkbox"/> Small Businesses <input type="checkbox"/> Other: <input type="text"/> <input type="checkbox"/> Other: <input type="text"/>	<b>MEDIA TYPE:</b> <input type="checkbox"/> Radio <input type="checkbox"/> TV <input type="checkbox"/> Newspaper <input type="checkbox"/> Newsletter <input type="checkbox"/> Bus/Transit <input type="checkbox"/> Billboard <input type="checkbox"/> Bill Inserts <input type="checkbox"/> Penny Saver <input type="checkbox"/> Direct Mail <input type="checkbox"/> Other: <input type="text"/> <input type="checkbox"/> Other: <input type="text"/>	<b>LANGUAGES used for mass media advertising/outreach:</b> <input type="checkbox"/> English <input type="checkbox"/> Cambodian <input type="checkbox"/> Chinese <input type="checkbox"/> Hmong <input type="checkbox"/> Korean <input type="checkbox"/> Punjabi <input type="checkbox"/> Russian <input type="checkbox"/> Spanish <input type="checkbox"/> Tagalog <input type="checkbox"/> Vietnamese <input type="checkbox"/> Other: <input type="text"/> <input type="checkbox"/> Other: <input type="text"/>
	<b>Advertising What?</b> <input type="checkbox"/> Collection Events <input type="checkbox"/> Certified Collection Centers <input type="checkbox"/> Other: <input type="text"/> <input type="checkbox"/> Other: <input type="text"/>		



<p><b>PERSON TO PERSON OUTREACH: \$</b> _____</p>	<p><input type="checkbox"/> Other: _____</p> <p><b>(b) TARGET AUDIENCES FOR PERSON TO PERSON OUTREACH:</b></p> <p><input type="checkbox"/> General Public</p> <p><input type="checkbox"/> Immigrants</p> <p><input type="checkbox"/> Ethnic Group(s)</p> <p><input type="checkbox"/> Shade Tree Mechanics</p> <p><input type="checkbox"/> Auto Enthusiasts</p> <p><input type="checkbox"/> Boaters</p> <p><input type="checkbox"/> Growers</p> <p><input type="checkbox"/> Truckers</p> <p><input type="checkbox"/> Fleet Managers</p> <p><input type="checkbox"/> Small Businesses</p> <p><input type="checkbox"/> Other: _____</p> <p><input type="checkbox"/> Other: _____</p>	<p><b>Venue for Personalized Contact:</b></p> <p><input type="checkbox"/> Neighborhood Canvassing</p> <p><input type="checkbox"/> ESL Classes</p> <p><input type="checkbox"/> Dock Walkers</p> <p><input type="checkbox"/> Cultural Events</p> <p><input type="checkbox"/> Car Club/Auto Events</p> <p><input type="checkbox"/> Boater Shows/Meeting</p> <p><input type="checkbox"/> Driver training/Auto shop classes</p> <p><input type="checkbox"/> Agricultural/Small Grower Meetings</p> <p><input type="checkbox"/> Environmental Events/Fairs</p> <p><input type="checkbox"/> County Fair</p> <p><input type="checkbox"/> Other: _____</p> <p><input type="checkbox"/> Other: _____</p>	<p><b>LANGUAGES used for personalized outreach:</b></p> <p><input type="checkbox"/> English</p> <p><input type="checkbox"/> Cambodian</p> <p><input type="checkbox"/> Chinese</p> <p><input type="checkbox"/> Hmong</p> <p><input type="checkbox"/> Korean</p> <p><input type="checkbox"/> Punjabi</p> <p><input type="checkbox"/> Russian</p> <p><input type="checkbox"/> Spanish</p> <p><input type="checkbox"/> Tagalog</p> <p><input type="checkbox"/> Vietnamese</p> <p><input type="checkbox"/> Other: _____</p> <p><input type="checkbox"/> Other: _____</p>
<p></p>	<p><b>(c) CBSM or Behavior-Modification Tools Used during outreach:</b></p> <p><input type="checkbox"/> Personal Pledges   <input type="checkbox"/> Premium or Sign Prompts   <input type="checkbox"/> Community Member Endorsements   <input type="checkbox"/> Normative Messages   <input type="checkbox"/> Collection Container Give-Aways   <input type="checkbox"/> Oil Filter Exchanges   <input type="checkbox"/> Other: _____</p>		
<p><b>\$</b> _____</p>	<p><b>(d) K-12 School Outreach:</b></p> <p><input type="checkbox"/> Classroom Presentation (Curriculum)   <input type="checkbox"/> School Presentation</p> <p><input type="checkbox"/> Jimmy Cricket's Environmental Challenge ( 5<sup>th</sup> Graders)   <input type="checkbox"/> Other: _____</p>		

\$ _____	<p><b>(e) Premiums:</b></p> <p><input type="checkbox"/> Calendars   <input type="checkbox"/> Pencils/Pens   <input type="checkbox"/> Other: _____   <input type="checkbox"/> Other: _____   <input type="checkbox"/> Other: _____   <input type="checkbox"/> Other: _____</p>
<b>OTHER PROGRAM EXPENDITURES</b>	
\$ _____	<p><b>(f) Certified Collection Center (CCC) Support</b></p> <p><input type="checkbox"/> Site Visits   <input type="checkbox"/> Abandoned Oil interventions   <input type="checkbox"/> Other: _____</p>
\$ _____	<p><b>(g) Oil Collection Events: Total number of Events: _____ Total Number of attendees: _____</b></p> <p><input type="checkbox"/> Oil Collection Containers   <input type="checkbox"/> Oil/Filter Coupons   <input type="checkbox"/> Oil funnels/ Oil Rags</p> <p><input type="checkbox"/> Oil Collection Events: _____   <input type="checkbox"/> Oil Filter Exchange Events: _____   <input type="checkbox"/> Other: _____</p>
\$ _____	<p><b>(h) Data Gathering and Evaluation:</b></p> <p><input type="checkbox"/> Site Visits   <input type="checkbox"/> Surveys on outreach effectiveness   <input type="checkbox"/> Barrier Study</p> <p><input type="checkbox"/> Program Evaluation/Annual Report preparation   <input type="checkbox"/> Other: _____</p>
\$ _____	<p><b>(i) Used Oil Hauling/Collection Cost:</b></p> <p><input type="checkbox"/> Certified Collection Centers   <input type="checkbox"/> HHW Permanent Facility / ABOPS   <input type="checkbox"/> Residential Curbside</p> <p><input type="checkbox"/> Residential Door-to-door   <input type="checkbox"/> Agricultural Collection   <input type="checkbox"/> Non-Certified Collection Centers (Non-Ag)</p> <p><input type="checkbox"/> Temporary / Mobile Events   <input type="checkbox"/> Small Quantity Generators   <input type="checkbox"/> Airports   <input type="checkbox"/> Marinas   <input type="checkbox"/> Other _____</p>
\$ _____	<p><b>(j) Used Oil Filter Hauling/Collection Cost:</b></p> <p><input type="checkbox"/> Certified Collection Centers   <input type="checkbox"/> HHW Permanent Facility / ABOPS   <input type="checkbox"/> Residential Curbside</p> <p><input type="checkbox"/> Residential Door-to-door   <input type="checkbox"/> Agricultural Collection   <input type="checkbox"/> Non-Certified Collection Centers (Non-Ag)</p> <p><input type="checkbox"/> Temporary / Mobile Events   <input type="checkbox"/> Small Quantity Generators   <input type="checkbox"/> Airports   <input type="checkbox"/> Marinas   <input type="checkbox"/> Other _____</p>

<p>\$ _____</p>	<p><b>(k) Equipment Purchase and Facility Construction/Expansion:</b></p> <p><input type="checkbox"/> Oil Tank <input type="checkbox"/> Filter Crusher <input type="checkbox"/> Oil/Filter Drums <input type="checkbox"/> Contaminated Oil Detection Kits <input type="checkbox"/> Facility Construction</p> <p><input type="checkbox"/> Facility Expansion <input type="checkbox"/> Other Equipment _____ <input type="checkbox"/> Other Equipment _____ <input type="checkbox"/> Other _____</p>
<p>\$ _____</p>	<p><b>(l) Plastic Oil Bottle Recycling Cost:</b></p> <p><input type="checkbox"/> Drums <input type="checkbox"/> Bottle Recycling Service <input type="checkbox"/> Other: _____</p>
<p>\$ _____</p>	<p><b>(m) Grant Planning and Management</b> – Staff time related costs billed to the grant, NOT allocated to program-related sections should be included here.</p> <p><b>Program staffing provided by:</b></p> <p><input type="checkbox"/> Grantee Staff <input type="checkbox"/> Subcontractor <input type="checkbox"/> In-kind staff contribution (costs included at bottom of page, not here)</p>
<p>\$ _____</p>	<p><b>(n) Storm water Mitigation Program:</b></p> <p><input type="checkbox"/> Equipment and Materials <input type="checkbox"/> Publicity &amp; Education <input type="checkbox"/> Personnel <input type="checkbox"/> Other _____</p>
<p>\$ _____</p>	<p><b>(o) Other Grant Related Expenses not included above:</b> Please explain</p>
<p>\$ _____</p>	<p><b>TOTAL FUNDS EXPENDED:</b> July 1, 2005 – June 30, 2006 (May include more than one Block Grant)</p>
<p><b>ESTIMATE OF IN-KIND CONTRIBUTIONS</b></p>	
<p>\$ _____</p>	<p>Specify type(e.g. printing, staff time, etc.) source and dollar amount:</p> <p>1) Type: _____ from _____ for \$ _____ 2) Type: _____ from _____ for \$ _____</p> <p>3) Type: _____ from _____ for \$ _____ 4) Type: _____ from _____ for \$ _____</p>

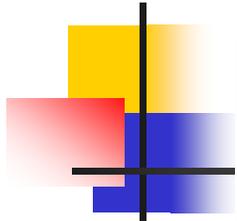


## **6. Program Highlights**

*Grantees receiving \$20,000 or less per grant cycle have the option of not responding to the following.*

**Briefly describe program highlights: best practices, what worked, what did not work as well, surprises, most effective outreach efforts, collection efforts, and other specific aspects of your used oil and oil filter collection program. (Expand if additional space is needed.)**





**Do you have a project/activity you would like to present at the Annual Conference or Information Exchange? If yes, please describe:**

**Did you attend CIWMB Training? If yes, check:**

Annual Used Oil/HHW Conference     Used Oil/HHW Information Exchange (HHWIE): # attended

**Do you have any comments or suggestions on how to improve the Block Grant Program or areas for technical assistance? If yes, please explain:**

## 7. Work Plan and Budget Allocation for FY 2006/2007 (Proposed)

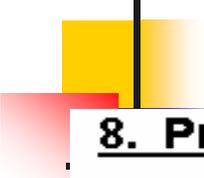
- Your goal for the next Fiscal Year should be to increase the volume of oil collected by at least 5% as compared to your FY 2005/2006 total. Describe your proposed work plan and budget allocation on the two pages below. Project planned expenditures in the left hand column, including staff time expenditures within the category. You may expend funds from more than one grant cycle during the year.
- Use the “check off” the boxes that correspond to activities you plan to conduct during the year.

Estimates Expenditures	<b>PUBLICITY AND EDUCATION EXPENDITURE</b>		
<b>MASS MEDIA OUTREACH: \$</b> <input type="text"/>	<b>(a) PROPOSED TARGET AUDIENCES FOR MASS MEDIA:</b> <input type="checkbox"/> General Public <input type="checkbox"/> Immigrants <input type="checkbox"/> Ethnic Group(s) <input type="checkbox"/> Shade Tree Mechanics <input type="checkbox"/> Auto Enthusiasts <input type="checkbox"/> Boaters <input type="checkbox"/> Growers <input type="checkbox"/> Truckers <input type="checkbox"/> Fleet Managers <input type="checkbox"/> Small Businesses <input type="checkbox"/> Other: <input type="text"/> <input type="checkbox"/> Other: <input type="text"/>	<b>MEDIA TYPE to be used:</b> <input type="checkbox"/> Radio <input type="checkbox"/> TV <input type="checkbox"/> Newspaper <input type="checkbox"/> Newsletter <input type="checkbox"/> Bus/Transit <input type="checkbox"/> Billboard <input type="checkbox"/> Bill Inserts <input type="checkbox"/> Penny Saver <input type="checkbox"/> Direct Mail <input type="checkbox"/> Other: <input type="text"/> <input type="checkbox"/> Other: <input type="text"/>	<b>LANGUAGES to be used for mass media outreach:</b> <input type="checkbox"/> English <input type="checkbox"/> Cambodian <input type="checkbox"/> Chinese <input type="checkbox"/> Hmong <input type="checkbox"/> Korean <input type="checkbox"/> Punjabi <input type="checkbox"/> Russian <input type="checkbox"/> Spanish <input type="checkbox"/> Tagalog <input type="checkbox"/> Vietnamese <input type="checkbox"/> Other: <input type="text"/> <input type="checkbox"/> Other: <input type="text"/>
	<b>Advertising What?</b> <input type="checkbox"/> Collection Events <input type="checkbox"/> Certified Collection Centers <input type="checkbox"/> Other: <input type="text"/> <input type="checkbox"/> Other: <input type="text"/>		

\$ <input type="text"/>	<b>(l) Estimated Plastic Oil Bottle Recycling Cost:</b> <input type="checkbox"/> Drums <input type="checkbox"/> Bottle Recycling Service <input type="checkbox"/> Other: <input type="text"/>
\$ <input type="text"/>	<b>(m) Proposed Grant Planning and Management</b> – Staff time related costs billed to the grant, NOT allocated to program-related sections should be included here. <b>Program staffing to be provided by:</b> <input type="checkbox"/> Grantee Staff <input type="checkbox"/> Subcontractor <input type="checkbox"/> In-kind staff contribution (costs included at bottom of page, not here)
\$ <input type="text"/>	<b>(n) Proposed Storm water Mitigation Program:</b> <input type="checkbox"/> Equipment and Materials <input type="checkbox"/> Publicity & Education <input type="checkbox"/> Personnel <input type="checkbox"/> Other <input type="text"/>
\$ <input type="text"/>	<b>(o) Other estimated Grant Related Expenses not included above:</b> Please explain
\$ <input type="text"/>	<b><u>TOTAL FUNDS PLANNED:</u> July 1, 2006 – June 30, 2007 (Check the Block Grant Cycles to be used)</b> <input type="checkbox"/> 10 <sup>th</sup> Cycle (UBG9) <input type="checkbox"/> 11 <sup>th</sup> Cycle (UBG10) <input type="checkbox"/> 12 <sup>th</sup> Cycle (UBG11)

### ESTIMATE OF IN-KIND CONTRIBUTIONS

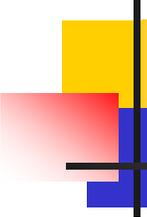
\$ <input type="text"/>	Specify type(e.g. printing, staff time, etc.) source and dollar amount: 1) Type: <input type="text"/> from <input type="text"/> for \$ <input type="text"/> 2) Type: <input type="text"/> from <input type="text"/> for \$ <input type="text"/> 3) Type: <input type="text"/> from <input type="text"/> for \$ <input type="text"/> 4) Type: <input type="text"/> from <input type="text"/> for \$ <input type="text"/>
-------------------------	---



## **8. Program Changes Planned for FY 2006/2007**

**Briefly describe new program activities or initiatives planned for the year. (Expand if additional space is needed.)**





**Are there areas for which you would like technical assistance? If yes, please explain:**



**List dates and describe any EVENTS that you would like your Grant Manager or other Board staff to participate in during 2006/2007.**



# Expenditure Itemization Summary

## Expenditure Itemization Summary

**Grantee's Name:**

**Grantee's Grant Number:**

**For Expenses Incurred Between:**

**Permanent Collection Facility (Expand rows and columns as needed)**

Vendor and Expense Description	Invoice Date	Invoice Number	Quantity	Dollar Amount
				\$
				\$
<b>Subtotal</b>				<b>\$0.00</b>

**Temporary or Mobile Collection (Expand rows and columns as needed)**

Vendor and Expense Description	Invoice Date	Invoice Number	Quantity	Dollar Amount
				\$
				\$
<b>Subtotal</b>				<b>\$0.00</b>

**Residential Collection (Expand rows and columns as needed)**

Vendor and Expense Description	Invoice Date	Invoice Number	Quantity	Dollar Amount
				\$
				\$
<b>Subtotal</b>				<b>\$0.00</b>

**Publicity and Education\* (Expand rows and columns as needed)**

Vendor and Expense Description	Invoice Date	Invoice Number	Quantity	Dollar Amount
				\$
				\$
<b>Subtotal</b>				<b>\$0.00</b>

# Expenditure Itemization Summary

Personnel/Other (Expand rows and columns as needed)

Position Title and Duties	Hours	Rates with Benefits	Staff's Names	Dollar Amount
				\$
				\$
<b>Travel Expense Description</b>				
				\$
				\$
<b>Other-Please Describe</b>				
				\$
				\$
<b>Subtotal</b>				<b>\$0.00</b>

Stormwater Mitigation (Expand rows and columns as needed)

Vendor and Expense Description	Invoice Date	Invoice Number	Quantity	Dollar Amount
				\$
				\$
<b>Subtotal</b>				<b>\$0.00</b>

EXPENDITURE ITEMIZATION GRANT TOT

**\$0.00**

Interest Posted for period:

(+ \$            )

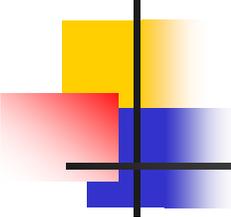
\*Two (2) copies or photographs of products are enclosed with this report

**CERTIFICATION**

I certify that the above information is correct and that all funds received have been expended in accordance with the Used Oil Recycling Block Grant – Fiscal Year 2005/2006 Agreement.

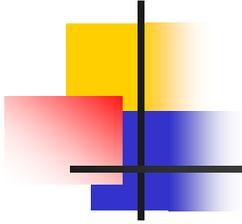
\_\_\_\_\_  
Signature of Person Authorized by Resolution

\_\_\_\_\_  
Date Signed



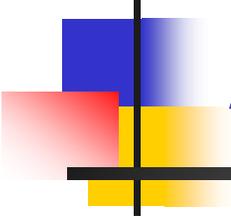
Next.... More Ideas on How to Improve  
Program from the Local Program  
Experts





# Break

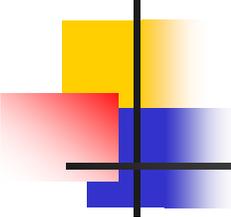




# Recruitment Guide for Automobile Parts Stores

---

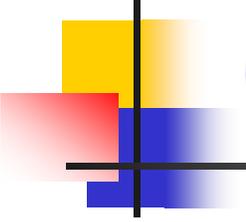
Dennis H. Tootelian, Ph.D.  
California State University,  
Sacramento



# Introduction & Purpose

---

- 7.7 million gallons of DIYer oil.
- Certified Collection Centers received more than 5 million gallons DIY oil (70%).
- Auto parts stores = 35% of CCCs, but collect 3x more than all others combined.
- Auto parts stores collected 54% of all oil, vs. Curbside (11%), non-auto stores (15%).

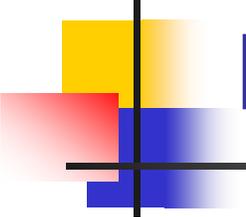


# Introduction & Purpose (continued)

---

- Purpose

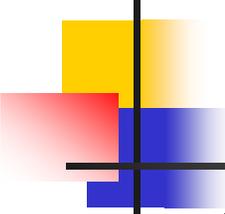
- DIYers do recycle, and like these venues.
- Auto part store participation is critical.
- Developing “Business” partnerships must be cultivated.
- Quality of partnerships may be more important than the quantity of partnerships.



# Methodology for Developing the Recruitment Guide

---

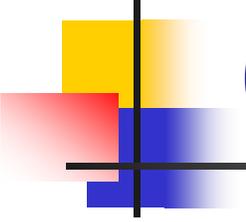
- Survey of DIYers.
- Survey of auto parts stores participating and not participating in the CCC program.
- Develop a Cost/Benefit model.
- Develop “tools” to assist jurisdictions.
- Develop a Guidance Brochure for Stores to maximize benefits of CCC program.



# Results of DIYer Survey

---

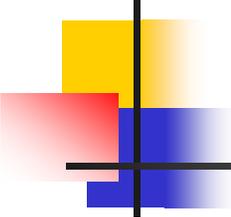
- 2 in 3 have HH incomes \$40,000 to \$75,000. 1 in 5 over \$75,000.
- 1 in 8 do not recycle properly. Reasons: inconvenient location, time, and mess.
- 1 in 8 turned away by store, and 5 in 8 of these store or improperly dispose of oil.
- 4 minutes to turn in oil, and most spend time in store.



# Results of DIYer Survey (continued)

---

- 90% or more are satisfied with service.
  - Convenience of location
  - Speed of recycling
  - Staff competence & courtesy
- They shop at the stores while there.
- Over 50% go to stores 6+ times per year.
- Average spending = \$60 per visit.

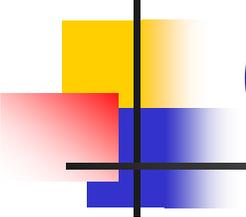


# Results of Store Surveys

---

## ■ Participants in CCC program

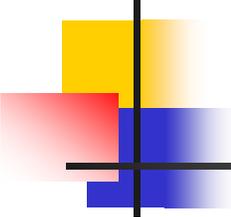
- 78% for more than 5 years.
- Benefits:
  - Service to customers/community (78%).
  - Brings in customers (68%), new customers (64%).
  - Spend more time in store (63%).
  - More than 20 people per week (60%).
  - People purchase other products (59%).
- Problems
  - Wrong container (76%).
  - Drop off when store is closed (69%).
  - Bring in contaminated oil (69%).
  - Do not know how to turn in used oil (62%).



# Results of Store Surveys (continued)

---

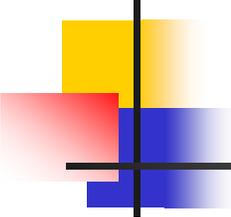
- Non-Participants
  - 45% say not familiar with program.
  - Main reason not in: not asked (60%).
  - Perceptions:
    - Bring in 5 or fewer per week (62%).
    - Takes too much time (42% = 6+ minutes).
    - Purchase other products (34%).
    - Spend more time in store (34%).
    - Problems: orphan (85%), contaminated (80%), mess (68%), time (63%).



# Recruitment Guide

---

- 11 “tools” to identify and recruit auto parts stores.
- Use tools individually or in combination.
- Some for:
  - Planning
  - Promoting
  - Approaching
  - Post-approach “selling”

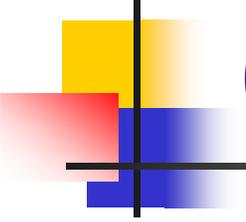


# Recruitment Guide

## Components

---

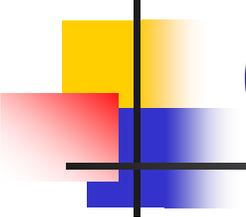
- Tool #1: Marketing Plan Template (& format for a Marketing Plan)
  - Question & answer format.
  - Use to focus efforts and resources.
- Tool #2: Identify Market Needs & Target Stores (with data bases in spreadsheets)
  - Population & demographics by zip code.
  - List of auto parts stores by zip, county, and whether currently participate.



# Recruitment Guide Components (continued)

---

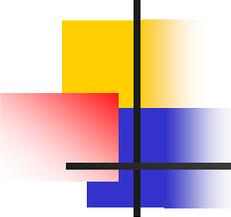
- Tool #3: Store Desirability Index
  - Store location, customer base, store access, interior, staff.
  - Can modify and rate stores quantitatively.
- Tool #4: Business Analysis Model
  - 17 inputs, or use industry/survey averages.
  - Computes activity, staff time/cost, gross margins, and breakeven points.



# Recruitment Guide Components (continued)

---

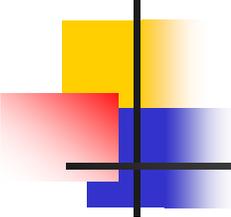
- Tool #5: Marketing Materials in 9 “Fact Sheets”
  - Why Participate in the CCC Program?
  - What Participants Say About the CCC Program?
  - The Economics of Participating in the CCC Program.
  - The “Myths” and “Realities” of Participating in the CCC Program.
  - How to Promote Your Participation in the CCC Program. (including messages)
  - How to Benefit From Increased Store Traffic.
  - How to Resolve Contaminated Oil and Other Problems.
  - How to Become a Participant in the CCC Program.
  - Sources of Additional Information about the CCC Program.



# Recruitment Guide Components (continued)

---

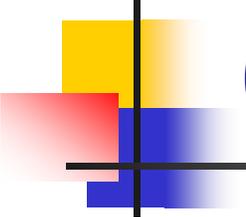
- Tool #6: Incentive Programs to Attract Auto Parts Stores
  - Incentive requirements (clear, measurable).
  - 15 ideas for incentives & how to use.
- Tool #7: Steps in the Selling Process
  - 10 steps in the process.
  - How to develop an effective presentation.
  - Worksheets for addressing issues/questions.



# Recruitment Guide Components (continued)

---

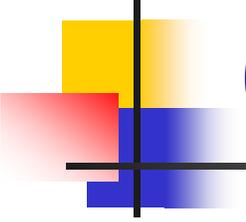
- Tool #8: Testimonials (from the surveys)
  - From 400 DIYers & 87 participating stores.
  - Use these fact-based ones to augment local testimonials from known people in community.
- Tool #9: Questions & Answers
  - About the program.
  - About getting started.
  - About operating the program.



# Recruitment Guide Components (continued)

---

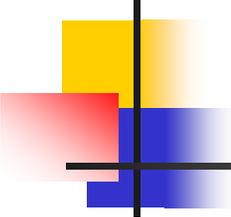
- Tool #10: Follow Up Processes
  - How to follow up with those who accept.
  - How to follow up with those who do not.
- Tool #11 Template for Accepting Oil
  - Sample procedures that stores can use to develop their own.



# Recruitment Guide Components (continued)

---

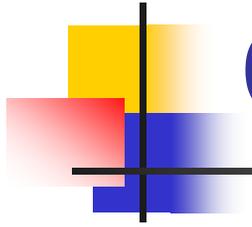
- Guidance Brochure for Managers/Staff
  - Why store should participate.
  - Responsibilities of a CCC and procedures.
  - Recommendations for good customer service and maximizing benefit of participation.
  - Sources of assistance.



# Overall

---

- How to assess market needs.
- How to identify target auto parts stores.
- How to develop a plan to approach the stores.
- How to “sell” the CCC program.
- How to follow up.
- How to make it easier for them to participate.



QUESTIONS?

---