FY22-23 P2 Grants Template 2: Facility-Level Reporting for Gree

Welcome

Getting Started in the Template 2 Workbook:

Calculating Outcomes in the Facility Tabs

EPA Form 9600-048

Paperwork Reduction Act Burden Stat

This collection of information is approved for certain persons, as specified at 42 U.S.C OMB control number. The public reporting response on average for Template #2. Send the Regulatory Support Division Director, U the completed form to this address.

n Certification, Leadership Programs or P2 Technical Assistance for Multiple Facilities

This EPA Excel file is one of two template files offered to P2 grantees for organizing their facility-level reporting data accor "project," they are conducting. Each template is a workbook file with worksheets for entering data on each facility assiste more than one project, use a separate workbook for each project of your grant. Workbooks help you in the task of reporti facility-level elements and outcome elements required for annual reports, and automatically tabulate required output ele time because they track your annual entries so you can update and resubmit the file for each year of reporting. To ensure results by project, avoid entering facilities from two projects in one workbook.

Choose from Among the Template Workbooks

Choose from among the template workbooks according to the type of grant project you are conducting:
Template 1: For a grant project providing P2 technical assistance recommendations to individual facilities.
Template 2: For a grant project supporting a green certification program or a leadership program or provid to broad audiences (training webinars, roundtables, etc.).

For more information, see https://www.epa.gov/p2/grant-reporting

Template 2 is the right format for a leadership program or green certification program.

Start a new workbook file using Template 2. Enter a grant project number in the Grant Project Data tab. If yo can use the Grant Number dash 1. If you have more than one project, use sequential numbering (e.g., gra number – 2, etc.) As you go about your data entry, be sure to leave the workbook features untouched. Any with the automatic aggregation of worksheet results, as well as EPA's ability to import this file into its gran would slow down the review of national P2 grant results and the sharing of results with others.

Getting to know the worksheets: Full instructions appear in each tab.
The Grant Project Data Tab: This tab provides entry cells for required grant information, as briefly noted abov tab maintains an auto-populated table of facility-number tabs and facility names entered on the tabs. Whe follow-up data, this table helps you find a facility name among the numbered tabs.
The Aggregate Results Tab: This tab automatically aggregates outcomes recorded in the facility tabs on an an reporting year. It also sums up the number of amplification activities and case studies developed.
The Amplification Activities Tab: This tab is used to report on amplification activities, such as training, webina as well as tools, research, and demonstration projects.
The Facility Tabs: The numbered Facility tabs are for data entry of **business** facility-level data, one facility per of a facility name is optional, it is handy to provide one because the Grant Project Data Tab can pull the fa a list with the correctly numbered tab. Template 2 has 75 Facility Tabs; please use a new file if you need m

Data Validation

This template has built-in validation to help ensure the accuracy of the data. This data validation works be entered; however, we recognize that you will likely populate this template using data from another source copying data into this template, please take the following precautions:

- When copying data into the template, use "Paste Values" instead of "Paste."
- If you need to move data within the template, use "Copy" instead of "Cut."

The calculators described below are designed to help you measure environmental and economic outcomes from pollution

MTCO2e: For each P2 action implemented, grantees will need to quantify and record any positive values for reductions in greenhouse gas. You can use EPA's **P2 GHG Reductions Calculator** and EPA's **WARM model** (https://www.epa.gov/warm) units for a wide range of action categories with GHG impacts. The P2 GHG Reductions Calculator covers electricity manage fuel management, fuel/chemical substitutions with lower GHG intensities, water management, and solvent remanufacturi reductions in nonhazardous materials.

Pounds of Hazardous Materials and Pollutant Releases: For each P2 action implemented, grantees will need to quantify a achieved for annual reductions in hazardous materials and pollutants. Grantees need to record reductions separately for h hazardous waste generated, air emissions released, and water effluent (pollution) released. EPA's **P2 Calculator for Reduc Pollutants and Contaminants** covers each category and also provides pound conversions for specific hazardous liquids and specialty solvent remanufacturing.

Cost Savings: For each P2 action implemented, grantees will need to quantify and record any cost savings achieved that ar hazardous materials and releases, and/or water use. You can use EPA's **P2 Cost Savings Calculator** to compute the annual offsets, for many things, and you may override unit-cost formulas if desired. The tool computes: (i) reduced purchases of n energy; (ii) reduced fees for hazardous waste, regulated air emissions, and wastewater pre-treatment and treatment; and, and permitting expenses. It calculates net savings on an implementation-forward basis, which is what EPA is seeking. Gran required to report implementation costs separately.

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by OMB under the Paperwork Reduction Act, 44 U.S.C. 3501 et seq. (OMB Control No. 2090-0038). Responses to this coll
: 13101 and 15 U.S.C.3701. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of informat
and recordkeeping burden for this collection of information is estimated to be approximately 20 hours per response on average for Te
l comments on the Agency's need for this information, the accuracy of the provided burden estimates and any suggested methods for
J.S. Environmental Protection Agency (2821T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number


2023

FY22-23 P2 Grants Template 2: Facility

P2 Grant Project Data

How to Use this Tab:

Grant Recipient:	
Grant Project Number:	
Grant Award Date:	
Grantee Contact Name:	
Grantee Contact Phone Number:	
Grantee Contact E-mail:	
EPA Region:	
EPA Technical Contact Name:	
EPA Technical Contact Phone Number:	
EPA Technical Contact Email:	

Facility 1:	
Facility 2:	
Facility 3:	
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Facility 5:	
Facility 6:	
Facility 7:	
Facility 8:	
Facility 9:	
Facility 10:	
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Facility 75:

y-Level Reporting for Green Certification, Leadership Programs or P2 Technical Assistance f

1. Fill in Rows 7 - 16. Rows 7 and 8 entries here automatically populate Rows 7 and 8 in the Facility Tabs.
2. The tracking list starting in Row 20 is automatically populated as you enter facility names in numbered
when you need to find the facility to return to for updating the status of follow-up, implementation and

Facility Names on Facility Tabs *(populated automatically)*

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FY22-23 P2 Grants Template 2: Facility-Level Reporting for Green Cer

Aggregate of REPORTED Results from All Facility Tabs

How to Use this Tab:	**1.** This is a read-only tab where you can background formula pulls reported valu Fiscal Year in the given P2 Action row. **2.** You can also track the aggregate nur
Grant Recipient:	
Grant Project Number:	

Totals for All Facilities:

	$		
Fiscal Year Reported to EPA	**One-time Costs to Implement** ($)	**Annual Savings From P2 Actions** ($)	**Hazardous Material Input** (lbs)
2023	$0	$0	0
2024	$0	$0	0
2025	$0	$0	0
2026	$0	$0	0
2027	$0	$0	0
2028	$0	$0	0

Other Aggregate Results

Number of amplification activities.

Number of case studies describing specific P2 best practices identified, develop

tification, Leadership Programs or P2 Technical Assistance for Multiple

track the aggregate outcome values being achieved by all facilities covered in this
ues from the Facility tabs. Informational messages on the Facility tabs will remind

nber of case studies being reported by all facilities covered in this grant project.

Annual Reductions			
Hazardous Waste (lbs)	**Air Emissions** (lbs)	**Water Pollution** (lbs)	**$MTCO_2e$ Emissions** (tons)
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0

ed or implemented through the grant.

Facilities

s grant project. The
you to select a

Water Use (gallons)
0
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FY22-23 P2 Grants Template 2: Facility-Level Reporting for Direct

How to Use this Tab:

Grant Recipient:	
Grant Project Number:	

	Amplification Activity Name
	(Ex: Spray Booth Efficiency Training 101)
	(Ex: Greening Your Facility - Networking Event)
	(Ex. Green Cleaning Webinar)
	(Ex: P2 in Graffiti Removal Video)
	(Ex: Metal Finishing Shops Shine with P2 factsheet)
	(Ex: Demonstration of Water-Based Industrial Cleaner)
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: P2 Technical Assistance to Individual Facilit

Use this tab to report on amplification activities, suc
projects.

1. List the title of each amplification activity and id
2. Provide the date of the event, if applicable. Inclu
3. Complete the remaining fields as applicable.

The six sample records may be used as a guide.

Activity Type *(Use Drop-Down)*	**Activity Date** *(if applicable)*
Training	*9/1/2022*
Conference	*8/29/2022*
Webinar	*9/7/2022*
Video	*n/a*
Outreach Document	*n/a*
Demonstration	*11/17/2022*

ies

ch as **training**, **webinars**, **videos**, or **other outreach** as well as **tools**, **research**, and **der**

entify the type of activity using the drop-down provided.
ıde just the first day for multi-day events.

Topics Covered / Project Description	# of Facilities in Attendance / Reached Through Project	# of Facilities Receiving Outreach Materials
reducing product and chemical use	*12*	*12*
how to find resources to help save water, energy, chemical use	*25*	*25*
Green cleaning	*40*	*40*
Graffiti removal and P2	*75*	*75*
P2 for metal finishers	*1,000*	*1,000*
Demonstration of feasible water-based alternative to industrial solvents in use at manufacturing facility	*15*	*n/a*

nonstration

# of Participants Reporting Increased Understanding of Topics Covered	Type of Skills and Abilities Achieved by Participants / Users	# of Stakeholder Groups Involved
10	*Proper use of equipment*	*0*
24	*Improved ability to identify resources*	*3*
38	*Improved understanding of green cleaning techniques*	*0*
n/a	*n/a*	*2*
n/a	*n/a*	*0*
15	*Understanding of feasible alternatives to hazardous solvents*	*2*

FY22-23 P2 Grants Template 2: Facility-Level Reporting for Green Certificatio

FACILITY 1

How to Use this Tab:

1. Use these facil
2. Use Row 19 if y
P2 grant and the
3. Use Row 20 if y
4. In Rows 27 onv
5. In Column B, u
entry in Column
6. A yellow highli

Grant Recipient:	**Sample Grant R**
Grant Project Number:	**Sample Grant Pr**

Facility Information (Only business facilities)

Facility Name *(optional)*	xx
EPA Facility ID Number *(optional)*	xx
Facility Contact *(optional)*	xx
Facility City *(optional)*	xx
Facility State *(2-letter abbreviation)*	VA
EPA Region *(based on Facility State)*	Region 3
Facility NAICS Code *(3 to 6 digits)*	123456
NEA for this Facility *(use drop-down)*	NEA 3 – Automot
Leadership Program: Year(s) facility reported to grantee: *(use drop-down)*	
Green Certification, trainings, webinars or roundtables: Date(s) of Follow-up *(mm/dd/yyyy)*	3/1/2024
Number of case studies developed for this facility	1

P2 Actions and Outcomes

List each P2 action implemented by the facility on a separate line. Include th

P2 Actions Implemented	Fiscal Year Reporting to EPA (Oct 1 - Sep 30) *(use drop-down)*
Ex. Reduced water use for cleaning (in coating dept.) by using LVHP spray nozzles and worker training.	2023
Ex. Reduced paint and solvent use, and thus reduce VOC emissions to water, by installing electrostatic painting equip. & using infrared curing.	2023
Ex. Installed solar array.	2023

TOTAL REPORTED	17
TOTAL REPORTED 2023	2,023
TOTAL REPORTED 2024	2,024
TOTAL REPORTED 2025	2,025
TOTAL REPORTED 2026	2,026
TOTAL REPORTED 2027	2,027
TOTAL REPORTED 2028	2,028

n, Leadership Programs or P2 Technical Assistance for Multiple Facilities

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second year of this P2 grant. (This helps EPA avoid any confusion between state reporting and
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One-time Cost to Implement ($)	**Annual Savings from P2 Action ($)**	**Hazardous Material Input (lbs)**	**Hazardous Waste (lbs)**	**Air Emissions (lbs)**

$0	$0	0	0	0
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$0	$0	0	0	0
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$0	$0	0	0	0
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$0	$0	0	0	0

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NAICS Search (website)

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eductions

Water Pollution (lbs) *Select header for help*	$MTCO_2e$ Emissions (metric tons)	Water Use (gal.)
		9,000,000
13,600		
	1,326	

13,600	**1,326**	**9,000,000**
13,600	**1,326**	**9,000,000**
0	**0**	**0**
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$0	$0	0	0	0
$0	$0	0	0	0
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$0	$0	0	0	0
$0	$0	0	0	0
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$0	$0	0	0	0
$0	$0	0	0	0
$0	$0	0	0	0

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13,600	**1,326**	**9,000,000**
13,600	**1,326**	**9,000,000**
0	**0**	**0**
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FY22-23 P2 Grants Template 2: Facility-Level Reporting for Green Certificatio

FACILITY 1

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Grant Recipient:	**Sample Grant R**
Grant Project Number:	**Sample Grant Pr**

Facility Information (Only business facilities)

Facility Name *(optional)*	xx
EPA Facility ID Number *(optional)*	xx
Facility Contact *(optional)*	xx
Facility City *(optional)*	xx
Facility State *(2-letter abbreviation)*	VA
EPA Region *(based on Facility State)*	Region 3
Facility NAICS Code *(3 to 6 digits)*	123456
NEA for this Facility *(use drop-down)*	NEA 3 – Automot
Leadership Program: Year(s) facility reported to grantee: *(use drop-down)*	
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$0	$0	0	0	0
$0	$0	0	0	0
$0	$0	0	0	0
$0	$0	0	0	0
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		9,000,000
13,600		
	1,326	

13,600	**1,326**	**9,000,000**
13,600	**1,326**	**9,000,000**
0	**0**	**0**
0	**0**	**0**
0	**0**	**0**
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FY22-23 P2 Grants Template 2: Facility-Level Reporting for Green Certificatio

FACILITY 1

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		9,000,000
13,600		
	1,326	

13,600	**1,326**	**9,000,000**
13,600	**1,326**	**9,000,000**
0	**0**	**0**
0	**0**	**0**
0	**0**	**0**
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FY22-23 P2 Grants Template 2: Facility-Level Reporting for Green Certificatio

FACILITY 1

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Grant Project Number:	**Sample Grant Pr**

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$0	$0	0	0	0
$0	$0	0	0	0
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eductions

Water Pollution (lbs) *Select header for help*	$MTCO_2e$ Emissions (metric tons)	Water Use (gal.)
		9,000,000
13,600		
	1,326	

13,600	**1,326**	**9,000,000**
13,600	**1,326**	**9,000,000**
0	**0**	**0**
0	**0**	**0**
0	**0**	**0**
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FY22-23 P2 Grants Template 2: Facility-Level Reporting for Green Certificatio

FACILITY 1

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Grant Project Number:	**Sample Grant Pr**

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$0	$0	0	0	0
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NAICS Search (website)

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eductions

Water Pollution (lbs) *Select header for help*	$MTCO_2e$ Emissions (metric tons)	Water Use (gal.)
		9,000,000
13,600		
	1,326	

13,600	**1,326**	**9,000,000**
13,600	**1,326**	**9,000,000**
0	**0**	**0**
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FY22-23 P2 Grants Template 2: Facility-Level Reporting for Green Certificatio

FACILITY 1

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[NAICS Search (website)]

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eductions

Water Pollution (lbs) Select header for help	$MTCO_2e$ Emissions (metric tons)	Water Use (gal.)
		9,000,000
13,600		
	1,326	

13,600	**1,326**	**9,000,000**
13,600	**1,326**	**9,000,000**
0	**0**	**0**
0	**0**	**0**
0	**0**	**0**
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FY22-23 P2 Grants Template 2: Facility-Level Reporting for Green Certificatio

FACILITY 1

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NEA for this Facility *(use drop-down)*	NEA 3 – Automot
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$0	$0	0	0	0
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NAICS Search (website)

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eductions

Water Pollution (lbs) *Select header for help*	$MTCO_2e$ Emissions (metric tons)	Water Use (gal.)
		9,000,000
13,600		
	1,326	

13,600	**1,326**	**9,000,000**
13,600	**1,326**	**9,000,000**
0	**0**	**0**
0	**0**	**0**
0	**0**	**0**
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FY22-23 P2 Grants Template 2: Facility-Level Reporting for Green Certificatio

FACILITY 1

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Grant Project Number:	**Sample Grant Pr**

Facility Information (Only business facilities)

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NEA for this Facility *(use drop-down)*	NEA 3 – Automot
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$0	$0	0	0	0
$0	$0	0	0	0

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NAICS Search (website)

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eductions

Water Pollution (lbs) *Select header for help*	$MTCO_2e$ Emissions (metric tons)	Water Use (gal.)
		9,000,000
13,600		
	1,326	

13,600	**1,326**	**9,000,000**
13,600	**1,326**	**9,000,000**
0	**0**	**0**
0	**0**	**0**
0	**0**	**0**
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FY22-23 P2 Grants Template 2: Facility-Level Reporting for Green Certificatio

FACILITY 1

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Grant Project Number:	**Sample Grant Pr**

Facility Information (Only business facilities)

Facility Name *(optional)*	xx
EPA Facility ID Number *(optional)*	xx
Facility Contact *(optional)*	xx
Facility City *(optional)*	xx
Facility State *(2-letter abbreviation)*	VA
EPA Region *(based on Facility State)*	Region 3
Facility NAICS Code *(3 to 6 digits)*	123456
NEA for this Facility *(use drop-down)*	NEA 3 – Automot
Leadership Program: Year(s) facility reported to grantee: *(use drop-down)*	
Green Certification, trainings, webinars or roundtables: Date(s) of Follow-up *(mm/dd/yyyy)*	3/1/2024
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P2 Actions and Outcomes

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$		Annual Re		
One-time Cost to Implement ($)	**Annual Savings from P2 Action ($)**	**Hazardous Material Input (lbs)**	**Hazardous Waste (lbs)**	**Air Emissions (lbs)**

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$0	$0	0	0	0
$0	$0	0	0	0
$0	$0	0	0	0
$0	$0	0	0	0
$0	$0	0	0	0
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NAICS Search (website)

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eductions

Water Pollution (lbs) *Select header for help*	$MTCO_2e$ Emissions (metric tons)	Water Use (gal.)
		9,000,000
13,600		
	1,326	

13,600	**1,326**	**9,000,000**
13,600	**1,326**	**9,000,000**
0	**0**	**0**
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0	**0**	**0**
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FY22-23 P2 Grants Template 2: Facility-Level Reporting for Green Certificatio

FACILITY 1

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Facility Information (Only business facilities)

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NEA for this Facility *(use drop-down)*	NEA 3 – Automot
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Green Certification, trainings, webinars or roundtables: Date(s) of Follow-up *(mm/dd/yyyy)*	3/1/2024
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$0	$0	0	0	0
$0	$0	0	0	0
$0	$0	0	0	0
$0	$0	0	0	0
$0	$0	0	0	0
$0	$0	0	0	0

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NAICS Search (website)

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eductions

Water Pollution (lbs) *Select header for help*	$MTCO_2e$ Emissions (metric tons)	Water Use (gal.)
		9,000,000
13,600		
	1,326	

13,600	**1,326**	**9,000,000**
13,600	**1,326**	**9,000,000**
0	**0**	**0**
0	**0**	**0**
0	**0**	**0**
0	**0**	**0**
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FY22-23 P2 Grants Template 2: Facility-Level Reporting for Green Certificatio

FACILITY 1

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Grant Recipient:	**Sample Grant R**
Grant Project Number:	**Sample Grant Pr**

Facility Information (Only business facilities)

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EPA Facility ID Number *(optional)*	xx
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Facility State *(2-letter abbreviation)*	VA
EPA Region *(based on Facility State)*	Region 3
Facility NAICS Code *(3 to 6 digits)*	123456
NEA for this Facility *(use drop-down)*	NEA 3 – Automot
Leadership Program: Year(s) facility reported to grantee: *(use drop-down)*	
Green Certification, trainings, webinars or roundtables: Date(s) of Follow-up *(mm/dd/yyyy)*	3/1/2024
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$		Annual Re		
One-time Cost to Implement ($)	**Annual Savings from P2 Action ($)**	**Hazardous Material Input (lbs)**	**Hazardous Waste (lbs)**	**Air Emissions (lbs)**

$0	$0	0	0	0
$0	$0	0	0	0
$0	$0	0	0	0
$0	$0	0	0	0
$0	$0	0	0	0
$0	$0	0	0	0
$0	$0	0	0	0

a leadership program or a green certification program.
eadership Program. Fill this out for the first year of this
d federal reporting dates.)
s (such as training, webinars, roundtables).
outcomes for that action.
olemented action to EPA under the grant. Without an
n the Aggregate Results tab.
vill remove the highlight.

NAICS Search (website)

nual reductions, e.g., # LEDs, # solar panels.

eductions

Water Pollution (lbs) *Select header for help*	$MTCO_2e$ Emissions (metric tons)	Water Use (gal.)
		9,000,000
13,600		
	1,326	

13,600	**1,326**	**9,000,000**
13,600	**1,326**	**9,000,000**
0	**0**	**0**
0	**0**	**0**
0	**0**	**0**
0	**0**	**0**
0	**0**	**0**