

# **AIR QUALITY RESEARCH PROGRAM**

**Texas Commission on Environmental Quality  
Contract Number 582-10-94300  
awarded to The University of Texas at Austin**

**Quarterly Report**

**May 1, 2010 through August 31, 2010**

**Submitted to**

**Raj Nadkarni  
Texas Commission on Environmental Quality  
12100 Park 35 Circle  
Austin, TX 78753**

**Prepared by**

**David T. Allen, Principal Investigator  
The University of Texas at Austin  
10100 Burnet Rd. MC R7100  
Austin, TX 78758**

**September 3, 2010**

## **Texas Air Quality Research Program**

### **Quarterly Progress Report**

**September 3, 2010**

#### **Overview**

The goals of the State of Texas Air Quality Research Program (AQRP) are:

- (i) to support scientific research related to Texas air quality, in the areas of emissions inventory development, atmospheric chemistry, meteorology and air quality modeling,
- (ii) to integrate AQRP research with the work of other organizations, and
- (iii) to communicate the results of AQRP research to air quality decision-makers and stakeholders.

On April 30, 2010, the Texas Commission on Environmental Quality (TCEQ) contracted with the University of Texas at Austin to administer the AQRP. For the 2010-2011 biennium, the AQRP has approximately \$4.9 million in funding available. Following discussions with the TCEQ and an Independent Technical Advisory Committee (ITAC) concerning research priorities, the AQRP released a call for proposals in May, 2010. Forty-five proposals, requesting \$12.9 million in research funding were received by the due date of June 25, 2010. These proposals were reviewed by the ITAC for technical merit, and by the TCEQ for relevancy to the State's air quality research needs. The results of these reviews were forwarded to the AQRP's Advisory Council, which made final funding decisions in late August, 2010. Successful proposers were notified, and subcontracts are currently being initiated. At the end of the current quarter, no sub-contracts were in place, however, several of the subcontracts should be in place in early September, 2010.

## Background

Section 387.010 of HB 1796 (81<sup>st</sup> Legislative Session), directs the Texas Commission on Environmental Quality (TCEQ, Commission) to establish the Texas Air Quality Research Program (AQRP).

Sec. 387.010. AIR QUALITY RESEARCH. (a) The commission shall contract with a nonprofit organization or institution of higher education to establish and administer a program to support research related to air quality.

(b) The board of directors of a nonprofit organization establishing and administering the research program related to air quality under this section may not have more than 11 members, must include two persons with relevant scientific expertise to be nominated by the commission, and may not include more than four county judges selected from counties in the Houston-Galveston-Brazoria and Dallas-Fort Worth nonattainment areas. The two persons with relevant scientific expertise to be nominated by the commission may be employees or officers of the commission, provided that they do not participate in funding decisions affecting the granting of funds by the commission to a nonprofit organization on whose board they serve.

(c) The commission shall provide oversight as appropriate for grants provided under the program established under this section.

(d) A nonprofit organization or institution of higher education shall submit to the commission for approval a budget for the disposition of funds granted under the program established under this section.

(e) A nonprofit organization or institution of higher education shall be reimbursed for costs incurred in establishing and administering the research program related to air quality under this section. Reimbursable administrative costs of a nonprofit organization or institution of higher education may not exceed 10 percent of the program budget.

(f) A nonprofit organization that receives grants from the commission under this section is subject to Chapters 551 and 552, Government Code.

The University of Texas at Austin was selected by the TCEQ to administer the program. A contract for the administration of the AQRP was established between the TCEQ and the University of Texas at Austin on April 30, 2010. Consistent with the provisions in HB 1796, up to 10% of the available funding is to be used for program administration; the remainder (90%) of the available funding is to be used for research projects, individual project management activities, and meeting expenses associated with an Independent Technical Advisory Committee (ITAC). The research projects are selected after a three stage review process. In the first stage, an Independent Technical Advisory Committee (ITAC, up to 15 members) reviews research proposals based on technical merit. In a second stage of review, the TCEQ reviews the projects for relevancy to the State's air quality research needs. In a final stage of review, an Advisory Council approves projects.

During the first four months of operation, the University of Texas established the Independent Advisory Committee (ITAC) and the Advisory Council (Council). A program web site was established, and a request for proposals was released; proposals were reviewed and an initial

group of proposals was approved for funding. This first quarterly report describes the AQRP's activities in these areas.

### **Independent Technical Advisory Committee (ITAC)**

The AQRP funding is to be used primarily for research projects, and one of three groups responsible for selecting the projects is the Independent Technical Advisory Committee (ITAC). The ITAC is composed of up to 15 individuals with scientific expertise relevant to the Program. The ITAC is charged with recommending technical approaches, and establishing research priorities. The ITAC meets at least twice per year at locations rotating between Austin, Dallas and Houston. One of the meetings each year is dedicated to new project review. A second meeting each year is dedicated to reviewing progress on funded projects and review of the Program's strategic plan. Members of the ITAC consist of the TCEQ Project Director (or designee), representatives with air quality expertise from research institutions with extensive expertise in air quality research in Texas. The members of the ITAC are listed in Table 1. The members of the ITAC are drawn from Texas universities active in air quality research, national laboratories that have participated in air quality studies in Texas, and institutions that have expertise not available in Texas and that have participated in air quality studies in Texas.

The ITAC membership is intentionally drawn from air quality researchers who have experience in Texas; these researchers and their colleagues will likely have interest in responding to the requests for research proposals issued by the AQRP. This raises potential confidentiality and conflict of interest issues, and the contract between TCEQ and the University of Texas requires that the AQRP shall maintain and implement an appropriate written policy on conflict of interest. Specifically for the ITAC, all members are required to certify:

*Confidentiality:* As a member of ITAC I understand that I will have access to proposals submitted to the Air Quality Research Program. Subject to any legal requirements, I agree to keep the information in these proposals confidential until the selection process is completed and it is appropriate to release information to the public. I understand that there may be certain information that comes to me in my role as a member of ITAC that retains its confidential nature even after the process is concluded. I also understand that I will review said proposals and may have access to the reviews made by other ITAC members. I agree to keep these reviews and the identity of the reviewers confidential until such time as this information is released to the public. (NOTE: For the reviews and reviewers, this information may never be released.)

*Conflict of Interest:* As a member of ITAC, I agree that I will not evaluate, comment on, or vote on proposals in which I or my home institution is involved, including but not limited to, any financial interest, or in which I have another form of conflict of interest. I understand that ITAC members with conflicts of interest must leave the meeting room or the conference line when a proposal with which they have a conflict is discussed, voted on or otherwise being considered. I understand that I must recuse myself from participating in or attempting to influence at any time the ITAC's or the AQRP Council's consideration or decision concerning such proposals. I agree to bring any issues concerning a possible conflict of interest to the attention of the Director of the Air Quality Research Program or

the TCEQ Project Director. If there is a question of interpretation regarding whether a conflict of interest exists, I agree that the decision regarding whether a conflict of interest exists will be made by the Director of the Air Quality Research Program or the TCEQ Project Director.

All members of the ITAC agreed to abide by these conflict of interest and confidentiality provisions prior to participating in the review of proposals.

Table 1. Members of the Independent Technical Advisory Committee

<b>Name</b>	<b>Title</b>	<b>Organization</b>
David Allen	Gertz Regents Professor in Chemical Engineering	The University of Texas at Austin
Peter Daum	Head, Atmospheric Science Division	Brookhaven National Lab
Mark Estes	Senior Air Quality Scientist Air Modeling and Data Analysis Section	Texas Commission on Environmental Quality
Fred Fehsenfeld	Senior Scientist, Cooperative Institute for Research in Environmental Sciences	Colorado University
Robert Griffin	Associate Professor, Civil and Environmental Engineering	Rice University
Kuruvilla John	Professor of Mechanical and Energy Engineering Associate Dean for Research and Graduate Studies	University of North Texas
Barry Lefer	Assistant Professor, Department of Earth and Atmospheric Sciences	The University of Houston
Jim Meagher	Deputy Director, Chemical Science Division, Earth Systems Research Laboratory	National Oceanic and Atmospheric Administration
J. David Mobley	Deputy Director, Atmospheric Modeling and Analysis Division, Office of Research and Development	U.S. Environmental Protection Agency
John Nielsen-Gammon	Professor and Texas State Climatologist The Center for Atmospheric Chemistry and the Environment	Texas A&M University
George O. Talbert	Director, Texas Air Research Center	Lamar University
Jay Turner	Associate Professor of Energy, Environmental and Chemical Engineering	Washington University in St. Louis
William Vizuete	Assistant Professor, Gillings School of Global Public Health	The University of North Carolina at Chapel Hill
Christine Wiedinmyer	Scientist II, Atmospheric Chemistry Division	Nation Center for Atmospheric Research
Greg Yarwood	Principal	Environ

### **TCEQ Relevancy Review**

Once the ITAC has reviewed and ranked research project proposals according to technical merit, they are submitted to the TCEQ for a relevancy review. The TCEQ reviews proposals for

relevancy to the State’s air quality research needs. TCEQ approval is required for a project to receive funding from the Program.

**Advisory Council**

The final group responsible for selecting AQRP research projects is the Advisory Council. The Council serves as a Board of Directors for the Program and consists of up to 11 members, all residents of the State of Texas. Two Council members with relevant scientific expertise are nominated by the TCEQ. As defined in the AQRP contract, up to four members of the Council can be county judges from the Houston-Galveston-Brazoria (HGB) and Dallas-Fort Worth (DFW) non-attainment counties. Additional members include government officials from Texas Near-Non-Attainment Areas active in air quality management. The purpose of the Council is to give final approval to projects recommended by the ITAC and TCEQ, and to provide guidance on the Strategic Plan. The Council meets twice per year. One meeting is dedicated to new project selection. A second meeting each year will be dedicated to providing summaries of on-going projects and review of the strategic plan.

Table 2. Members of the Advisory Council

<b>Name</b>	<b>Title</b>	<b>Organization</b>
Ramon Alvarez	Senior Scientist	Environmental Defense Fund
Daniel Baker	Senior Consultant in Air Quality	Shell Global Solutions
Sam Biscoe	County Judge	Travis County
Jeff Branick	County Judge Elect	Jefferson County
Edward M. Emmett	County Judge	Harris County
Ralph B. Marquez	Former TCEQ Commissioner	Environmental Strategies and Policy
Keith Self	County Judge	Collin County
Kim Herndon	Assistant Director Air Quality Division	Texas Commission on Environmental Quality
TCEQ 2	Pending appointment by TCEQ	

## Research Project Cycle

The research Program is being implemented through an 8 step cycle. The steps in the cycle are described from project concept generation to final project evaluation for a single project cycle. During the first 4 months of AQRP operation, steps 1-5 were completed for the first project cycle. It is anticipated that during the next quarter, sub-contracts for projects will be established and projects will be initiated. The projected timeline for the remainder of the biennium is also outlined below.

- 1.) The project cycle is initiated by developing (in year 1) or updating (in subsequent years) the strategic research priorities. The AQRP Director, in consultation with the ITAC, and the TCEQ developed initial research priorities; the research priorities were released along with the initial Request for Proposals in May, 2010. An initial Strategic Plan was released in July, 2010. The Request for Proposals and the Strategic Plan are available at <http://aqrp.ceer.utexas.edu/>
- 2.) Project proposals relevant to the research priorities are solicited. The initial Request for Proposals was released on May 25, 2010. Proposals were due by June 25, 2010. Forty-five proposals, requesting \$12.9 million in funding, were received by the deadline.
- 3.) The Independent Technical Advisory Committee (ITAC) performs a scientific and technical evaluation of the proposals. For the initial round of proposals, the ITAC reviewed the proposals in conference calls and in a meeting held in Austin, Texas. The reviews were completed on July 22, 2010. Twelve proposals were highly recommended for funding; twelve proposals were recommended for funding, and 21 proposals were not recommended for funding.
- 4.) The project proposals and ITAC recommendations will be forwarded to the TCEQ. The TCEQ will evaluate the project recommendations from the ITAC, comment on the relevancy of the projects to the State's air quality research needs. For the first round of proposals, the TCEQ rated, as highly recommended, the same 12 research projects that were highly recommended by the ITAC. The TCEQ also recommended for funding the same 12 proposals that the ITAC recommended, however, the rank ordering of these 12 recommended proposals differed between the two groups.
- 5.) The recommendations from the ITAC and the TCEQ will be presented to the Council for their approval. The Council will also provide comments on the strategic research priorities. For the first group of proposals, the Council approved for funding all of the projects that were highly recommended by both the ITAC and TCEQ (12 projects). In addition, the Council approved for funding several projects in the recommended category, which were highly ranked within the recommended category by both the ITAC and TCEQ.
- 6.) Funded projects will be assigned a Project Manager at UT-Austin and a Project Liaison at TCEQ. The project manager at UT-Austin will be responsible for ensuring that project objectives are achieved in a timely manner and that effective communication is maintained among investigators involved in multi-institution projects. The Project

Manager will have responsibility for documenting progress toward project measures of success for each project. The Project Manager will work with the researchers, and the TCEQ to create an approved work plan for the project. The Project Manager will also work with the researchers, TCEQ and the Program's Quality Assurance officer to develop an approved QAPP for each project. The Project Manager will review monthly, annual and final reports from the researchers and work with the researchers to address deficiencies. For the first round of proposals all respondents to the RFP have been notified of their award status. For those projects that will be funded, a Project Manager has been assigned and they have made initial contact with their PIs. TCEQ has been given a list of projects that will be funded, and is currently assigning TCEQ Project Liaisons. As of the writing of this report two of the TCEQ Project Liaison assignments have been communicated to UT.

- 7.) The AQRP Director and the Project Manager for each project will describe progress on the project in the ITAC and Council meetings dedicated to on-going project review. The AQRP Director will ensure that at least 10% of project funds are available at the time of these presentations so that recommendations can be incorporated into final project deliverables.
- 8.) The project findings will be communicated through multiple mechanisms. Final reports will be posted to the Program web site; research briefings will be developed for the public and air quality decision makers; an annual research conference will be held.

### **Program Timeline, May 1, 2010-August 31, 2011**

May 2010: Finalize membership in Council and ITAC; solicit project proposals

June 2010: Proposals due; send proposals to ITAC for review.

July 2010: ITAC conducts review and ranking of proposals; TCEQ to review immediately after ITAC ratings are complete, Council to meet to approve projects immediately after TCEQ work is complete.

August 2010: Council to meet to approve projects immediately after TCEQ work is complete; issue contracts for approved projects

September 2010-April 2011: Project reports and deliverables completed on an on-going basis

September 2010: Program quarterly report due to TCEQ

December 2010: Program quarterly report due to TCEQ

March 2010: Program quarterly report due to TCEQ

April 2011: Project progress report to ITAC and TCEQ; strategic plan review.

May 2011: Project progress reports to Council; strategic plan review. Program quarterly report due to TCEQ.

May 2011-August 2011: Projects continue with ITAC, TCEQ, and Council input; project reports and deliverables completed on an on-going basis

August 2011: Project completion; Program final report completed.

## **Financial Status Report**

Initial funding for fiscal year 2010 was established at \$2,732,071.00. In late May an amendment was issued increasing the budget by \$40,000. The entirety of these funds were distributed across several different reporting categories as required under the contract with TCEQ. The reporting categories are:

Program Administration – limited to 10% of the overall funding

This category includes all staffing, materials and supplies, and equipment needed to administer the overall AQRP. It also includes the costs for the Council meetings.

### ITAC

These funds are to cover the costs, largely travel expenses, for the ITAC meetings.

Project Management – limited to 8.5% of the funds allocated for Research Projects

Each research project will be assigned a Project Manager to ensure that project objectives are achieved in a timely manner and that effective communication is maintained among investigators in multi-institution projects. These funds are to support the staffing and performance of project management.

Research Projects / Contractual

These are the funds available to support the research projects that are selected for funding.

A TCEQ format Financial Status Report which provides detail for the overall AQRP is included in Appendix A. The detail for each of the reporting categories is described below.

## **Program Administration**

Program Administration includes salaries and fringe benefits for those overseeing the program as a whole, as well as, materials and supplies, travel, equipment, and other expenses. This category allows indirect costs in the amount of 10% of salaries and wages.

During the reporting period nine staff members were involved in the administration of the AQRP. Dr. David Allen, Principal Investigator and AQRP Director, is responsible for the overall administration of the AQRP. James Thomas, AQRP Manager, is responsible for assisting Dr. Allen in the program administration. His primary responsibilities during this reporting period involved working with the ITAC members and organizing the Council membership. Ms. Maria Stanzone, AQRP Grant Manager, assisted with proposal management, development of the Sub-award document for the research projects, and communication with the ITAC members.

Table 3: AQRP Administration Budget

**Administration Budget (includes Council Expenses)**

<b>Budget Category</b>	<b>FY10</b>	<b>FY11</b>	<b>Total</b>	<b>Expenses</b>	<b>Encumbrances</b>	<b>Remaining Balance</b>
Personnel/Salary	\$173,100	\$148,755	\$321,855	\$63,235.00	\$408.32	\$258,211.68
Fringe Benefits	\$38,082	\$32,726	\$70,808	\$5,437.00	\$4,296.19	\$61,074.81
Travel	\$8,500	\$7,500	\$16,000			\$16,000.00
Supplies	\$34,215	\$2,744	\$36,959	\$1,052.32	\$2,169.11	\$33,737.57
Equipment	\$6,000	\$0	\$6,000			\$6,000.00
Other		\$4,007	\$4,007			\$4,007.00
<b>Total Direct Costs</b>	<b>\$259,897</b>	<b>\$195,732</b>	<b>\$455,629</b>	<b>\$69,724.32</b>	<b>\$6,873.62</b>	<b>\$379,031.06</b>
Authorized Indirect Costs	\$17,310	\$14,876	\$32,186	\$3,812.98		\$28,373.02
10% of Salaries and Wages						
<b>Total Costs</b>	<b>\$277,207</b>	<b>\$210,608</b>	<b>\$487,815</b>	<b>\$73,537.30</b>	<b>\$6,873.62</b>	<b>\$407,404.08</b>
Fringe Rate	22%	22%				

Ms. MaryAnn Foran was hired in a temporary, part-time role to assist with the development of the Sub-award document. She also provided input on program organization. Ms. Rachael Bushn was hired in July 2010, to assist with administrative functions. Her initial responsibilities have included working with the ITAC and Council, and providing notification of funding decisions to those who submitted proposals to the AQRP RFP. Mr. Denzil Smith is responsible for the AQRP Web Page development and for data management.

A graduate student and post-doctoral associate, Cameron Faxon and Mariana Dionisio, respectively, are working on the development of a state of the science document. This is an extension of the initial research priorities and Strategic Plan, and will be used to assess project objectives and set future research priorities.

Mr. Cyril Durrenberger, a Project Manager, is providing assistance with the development and review of the Quality Assurance Project Plans for all research projects. His salary was inadvertently charged to the Program Administration account, but is currently being corrected to the Project Manager account.

Fringe benefit expenses for the months of May, June and July are included in the FSR. August fringe benefit expenses have not posted as of the writing of this report.

Supplies and materials expenditures include software and hardware purchased for the development and maintenance of the AQRP web server. Mail charges were for an offer letter mailed to Ms. Foran and Council meeting materials sent to Judge Brannick and Ralph Marquez via UPS. Details of the telephone charges are included in the monthly invoicing statements. They include several conference calls between Ms. Foran, who was working from her home in Oklahoma, Ms. Stanzione, and the UT Austin Office of Sponsored Projects regarding the development of the Sub-award documents.

Not all Council Meeting expenses have posted as of the writing of this report; however, the portion of the expenses listed in the Program Administration account that are attributed to the Council totals \$47.36. These are all included in the supplies category.

Indirect costs for the months of May, June, and July are included in the FSR. August indirect costs have not posted as of the writing of this report.

## **ITAC**

The ITAC met in Austin, Texas, on July 22, 2010, to complete their review and ranking of the proposals. The total amount charged to the ITAC account as of August 31, 2010, is \$9,053.49, though not all ITAC meeting expenses have posted as of that date. These expenses include \$159.84 for catering the working lunch. Lunch was provided to all meeting participants including the ITAC members and Mr. James Thomas. The other expenses were travel expenses for the ITAC members. A spreadsheet detailing the total cost per person and the total cost per category is shown in Table 4.

## **Project Management**

No expenses have been charged to the Project Management account as of the writing of this report, though, as stated above, Mr. Durrenberger's salary and associated fringe benefits will be transferred to this account from the Program Administration account.

Table 4: Detail of ITAC Travel Expenses

**ITAC Travel Costs**

Date of Meeting	Name of Traveler	Hotel	Airfare	Car Rental	Meals	Ground Transportation /Mileage	Total
7/22/10	Peter H Daum	\$185.30	\$719.80	\$90.89			\$995.99
7/22/10	Mark Estes						\$0.00
7/22/10	Fred Charles Fehsenfeld	\$92.65	\$579.40		36.29	130.3	\$838.64
7/22/10	Daniel S Cohan	\$185.30				81.45	\$266.75
7/22/10	Kuruvilla John	\$185.30	\$337.40		14.71	51	\$588.41
7/22/10	Barry L. Lefer	\$92.65			33.15	165.55	\$291.35
7/22/10	David Dewey Parrish	\$92.65	\$605.40	\$108.34	29.84	80.3	\$916.53
7/22/10	Golam Sarwar	\$92.65	\$864.80	\$96.49			\$1,053.94
7/22/10	John Nielsen-Gammon	\$92.65					\$92.65
7/22/10	George O. Talbert	\$92.65					\$92.65
7/22/10	Jay R. Turner	\$185.30	\$674.80	\$90.89			\$950.99
7/22/10	William Vizquete	\$185.30	\$753.80	\$136.33	43.32	271.72	\$1,390.47
7/22/10	Christine Wiedinmyer	\$92.65	\$347.40		10.61	100.8	\$551.46
7/22/10	Gregory Yarwood	\$185.30	\$455.40	\$90.89	28.71	103.52	\$863.82
	<b>Sum per Category</b>	<b>\$1,760.35</b>	<b>\$5,338.20</b>	<b>\$613.83</b>	<b>\$196.63</b>	<b>\$984.64</b>	
Total Travel Costs for 7/22/10 Meeting							\$8,893.65

(as of 8/31/2010)

**Research Projects**

As of August 31, 2010, no sub-awards (contracts) have been issued for the Research Projects, so no expenditures have been incurred.

**Appendix A**

**Financial Status Report**

**For the period**

**May 1, 2010 through August 31, 2010**

# Texas Commission on Environmental Quality Contractor Invoice

1. STATE AGENCY ORGANIZATION UNIT TO WHICH REPORT IS SUBMITTED:		Texas Commission on Environmental Quality			
2. GRANT/CONTRACT TITLE: AIR QUALITY RESEARCH ADMINISTRATION 2010-11					
3. PAYEE IDENTIFICATION NUMBER: 37217217217012		4. RECIPIENT ORGANIZATION (NAME AND COMPLETE ADDRESS, INCLUDING ZIP CODE) : The University of Texas at Austin			
5. TCEQ CONTRACT NUMBER: 582-10-94300		PO Box 7159			
6. FINAL REPORT: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>		Austin, TX 78713-7159			
7. ACCOUNTING BASIS: CASH <input checked="" type="checkbox"/> ACCRUAL <input type="checkbox"/>		Attn: Office of Accounting, Sponsored Project A/R UT Account # 26-4400-28 & 26-4400-29			
8. TOTAL PROJECT/GRANT PERIOD: FROM <u>04/30/10</u> TO <u>08/31/11</u>		9. PERIOD COVERED BY THIS REPORT: FROM <u>04/30/10</u> TO <u>08/31/2010</u>			
10. BUDGET CATEGORIES:		Approved Budget	Project Cost This Report	Cumulative Project Cost	Balance **
a. Personnel/Salary		173,100.00	63,235.00*	63,235.00	109,865.00
b. Fringe Benefits		38,082.00	5,437.00	5,437.00	32,645.00
c. Travel		8,500.00	*		8,500.00
d. Supplies		34,215.00	1,052.32*	1,052.32	33,162.68
e. Equipment		6,000.00	*		6,000.00
f. Contractual		2,286,000.00	*		2,286,000.00
g. Construction		0.00	*		0.00
h. Other (Project Mgmt, ITAC)		208,864.00	9,053.49*	9,053.49	199,810.51
i. Total Direct Costs (Sum a - h)		2,754,761.00	78,777.81	78,777.81	2,675,983.19
j. Indirect Costs		17,310.00	3,812.98	3812.98	13,497.02
k. Total (Sum of i & j)		2,772,071.00	82,590.79	82,590.79	2,689,480.21
<p>*List (Itemize) on the appropriate supplemental form all component expenses comprising the total for each of these categories. Please attach receipts, as required, in accordance with Attachment B of your contract.</p> <p>**Negative balances in any of the budget categories should be explained in a brief accompanying narrative.</p>					
11. CERTIFICATION I certify to the best of my knowledge and belief that this report is correct and complete and that all outlays and unliquidated obligations are for the purposes set forth in the award document.					
Signature of Authorized Certifying Official					
Typed or Printed Name and Title		Jason D. Richter, Associate Director, SPAA			
Contact:		Monica Cooke			
Telephone (Area code, number and ext.)		512/471-2474		Date Submitted	
				09/03/2010	

**ITEMIZATION OF EQUIPMENT AND CONTRACTUAL COSTS**

**EQUIPMENT PURCHASES (during this report period)**

NUMBER PURCHASED	ITEM DESCRIPTION (Should match description provided for approval)	UNIT COST	TOTAL COST	TASKS
TOTAL EQUIPMENT EXPENDITURES (must agree with line 10e on Form 20248)			\$	

**CONTRACTUAL EXPENDITURES (during this report period)**

SUBCONTRACTOR (NAME)	FOR	COST (THIS PERIOD)	TASKS
TOTAL <b>CONTRACTUAL</b> EXPENDITURES (must agree with line 10f on Form 20248)		\$	

\* LEGIBLE PURCHASE ORDER AND/OR INVOICES MUST BE ATTACHED TO THIS FORM FOR EACH LISTED ITEM OR EXPENDITURE.



## ITEMIZATION OF SUPPLY AND OTHER COSTS

### SUPPLIES PURCHASED (during this report period)

NUMBER PURCHASED	ITEM DESCRIPTION (Should match description provided for approval)	UNIT COST	TOTAL COST	TASKS
1	Postage – Offer letter to MaryAnn Foran	0.44	0.44	Admin
1	Cold Fusion 9 Software License for Mac Computer	662.00	662.00	Admin
1	Cold Fusion Standard Ver 9, AL	24.99	24.99	Admin
1	WD10000LSRTL 1TB Black SATA/300 Caviar Black 7200 RPM, 32MB Buffer – Hard drive for Web Server	99.99	99.99	Admin
1	ST315005N4A1AS-RK 1.5 TB Serial ATA/300 RTL Kit 5900 RPM, 32MB Buffer – Hard drive for Web Server	79.99	79.99	Admin
1	Telephone Charges – June 2010	2.03	2.03	Admin
1	Weblog Expert Software (Procard)	124.95	124.95	Admin
1	Telephone Charges – July 2010	10.57	10.57	Admin
1	Radio Shack (Procard) – Cassette Tapes to record Council Mtg	21.97	21.97	Admin
1	UPS – Meeting materials to Council Members	25.39	25.39	Admin
TOTAL SUPPLY EXPENDITURES (must agree with line 10d on Form 20248)			\$1,052.32	

### OTHER EXPENDITURES (during this report period)

NUMBER PURCHASED	DESCRIPTION	UNIT COST	TOTAL COST	TASKS
1	Deli Management, Inc. – Lunch for ITAC Mtg on 7/22/10	9.99	159.84	ITAC
1	Hotel	92.65	1,760.35	ITAC
1	Airfare	Varied	5,338.20	ITAC
1	Car Rental	Varied	613.83	ITAC
1	Meals	Varied	196.63	ITAC
1	Ground Transportation/Fuel/Mileage/Tolls	Varied	984.64	ITAC
TOTAL OTHER EXPENDITURES (must agree with line 10h on Form 20248)			\$9,053.49	

\*LEGIBLE RECEIPTS OR OTHER SUBSTANTIATING DOCUMENTATION MAY BE ATTACHED FOR EXPENDITURES THAT EQUAL OR EXCEED \$500.

**ITEMIZATION OF PERSONNEL/SALARY AND TRAVEL COSTS**

**PERSONNEL/SALARY EXPENDITURES (during this report period)**

EMPLOYEE NAME	TITLE/POSITION	SALARY (THIS PERIOD)	TASKS
David Allen	PI / AQRP Director	11,014.00	Admin
Rachael Bushn	AQRP Assistant Grant Mgr/Office Asst.	2,533.82	Admin
Mariana Dionisio	Post Doc	4,167.00	Admin
Cyril Durrenberger	AQRP Project Manager	2,965.00	Proj. Mgmt.
Cameron Faxon	Graduate Student	2,000.00	Admin
MaryAnn Foran	AQRP Assistant Grant Mgr (PT/Temp)	5,158.90	Admin
Denzil Smith	AQRP Web/Data Mgr	8,546.28	Admin
Maria Stanzione	AQRP Grant Manager	8,280.00	Admin
James Thomas	AQRP Manager	18,570.00	Admin
Fringe Rate = 22%			
Total Fringe Costs for Period =			
\$5,437.00			
(Do not include fringe in total at right)			
<b>TOTAL PERSONNEL/SALARY EXPENDITURES</b> (must agree with line 10a on Form 20248)		<b>\$63,235.00</b>	

**TRAVEL EXPENDITURES (during this report period)**

DESCRIPTION	REASON	COST (THIS PERIOD)	TASKS
<b>TOTAL TRAVEL EXPENDITURES</b> (must agree with line 10c on Form 20248)		<b>\$</b>	

\* SUBSTANTIATING DOCUMENTATION (time sheets, travel receipts, etc.) MAY BE REQUIRED TO BE ATTACHED TO THIS FORM  
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