Grant Award Notice

Grantee: Freytag & Associates LLC
Grantee DUNS: 831705905
Grant Number: RFA 2016-1702-AQD – Air Quality Division – DCA Airplane Noise Assessment – Grant # 2016-1702-AQD-G001
Grant Name: DCA Airplane Noise Assessment
Grant Amount: $260,000
Grant period: Date of signature on this document through September 29, 2017
Funding Source: 1000L/3080A
CFDA Number: N/A

Allocation by grant activity and funding source:

<table>
<thead>
<tr>
<th>Activity</th>
<th>Funding Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>DCA Noise Assessment</td>
<td>DC local funds</td>
<td>$260,000.00</td>
</tr>
<tr>
<td>Total Funding</td>
<td></td>
<td>$260,000.00</td>
</tr>
</tbody>
</table>

A. Incorporation by reference: As a continuing condition precedent of this grant, and payments of the amount of this grant, Grantee must carry out the conditions stated and incorporated in the RFA, to which Grantee agreed as an Applicant, incorporated by reference into this Grant Award.

B. Activities which the grant funds: See attached “Grant Attachment 1: Activities Funded,” which is incorporated by reference.

C. Limitations on changes: Only the Director of the Department of Energy and Environment or a designee is authorized to make changes to the terms and conditions of this grant pursuant to a properly executed grant modification made pursuant to DOEE rules and procedures.

D. DOEE Grant Administrator: Rama Tangirala, Chief of Monitoring and Assessment, Air Quality Division, or designee, DOEE, 1200 First Street, NE, 5th Floor, Washington, D.C., 20002; rama.tangirala@dc.gov; 202-535-2989

E. Grantee's contact information: Jack Freytag, Freytag & Associates LLC, 2169 Loggia, Newport Beach, CA, 92660-9041; jack@freytagllc.com; http://www.freytagllc.com/; 949-500-1853
DOEE Grant Award – Fiscal Year 2017
RFA 2016-1702-AQD – Air Quality Division – DCA Airplane Noise Assessment – Grant # 2016-1702-AQD-G001
Grantee: Freytag & Associates LLC

Attachments:

Att 1 – Activities Funded  
Att 2 – Work Plan Template  
Att 3 – Progress Report Template  
Att 4 – Final Report Template  
Att 5 – DOEE Sign Design and Publication Design Guidelines  
Att 6 – Language Access Act letter

Signatures

Tommy Wells, Director

SIGNATURE: [Signature]

DATE: 12-28-16

APPROVED FOR LEGAL SUFFICIENCY BY:

Beth Mullin, Deputy General Counsel

SIGNATURE: [Signature]

DATE: 12-28-16
Attachment 1: Activities Funded

Grantee: Freytag & Associates LLC
Grant number: 2016-1702-AQD-G001
Grant Name: DCA Airplane Noise Assessment

This grant funds the following grantee activities:

A. General Requirements

Under the terms of this grant, the Grantee shall conduct the activities summarized below:

2. Conduct noise modeling and analysis for both present and current future conditions, incorporating various noise-reducing flight path alternatives.
3. Interface with Federal Aviation Administration (FAA) Air Traffic Control (ATC) personnel to collaboratively develop an operational model and understanding of historic progression to current air traffic operations.
4. Develop alternative air traffic routes and procedures via the Terminal Area Route Generation, Evaluation, Traffic Simulation (TARGETS) design tool and analyze with respect to noise and emissions by using the mandatory AEDT computer model. AEDT results will be computed in terms of day-night average sound level (DNL) contours throughout the District of Columbia, and the population size within each contour area will be presented.
5. Recommend changes in flight tracks, altitudes, and procedures for presentation to the FAA for approval and implementation.
6. Keep DOEE staff and the public constantly apprised of project activities and results through a project website and with periodic public outreach presentations.

B. Target Population

The District of Columbia community, as they are affected by the flight changes around DCA; and the FAA, as they review and approve changes to flight paths.

C. Specific Service Requirements

Activity #1: Have a kickoff meeting in DOEE offices with the project team and community stakeholders (as determined by the DOEE) to finalize the project plan.

(a) The project team members will attend one or more meetings with DOEE staff and community stakeholders in a single day. These meetings will finalize details of the project plan, schedule and reporting details.
Activity #2: Conduct a thorough review of all available files, including monitoring data, the NPS data, flight data, National Offload Program (NOP) data, noise complaint data, ANOMS data, studies on proposed routes, DCA Roundtable records, “TARGETS AEDT Environmental Plug-in Report for Ronald Reagan National Airport,” and the DC OAPM Environmental Assessment.

(a) Noise monitoring results from all monitors within the District will be analyzed and the DNL computed for various periods from each monitor. The change in noise environment over the long-term monitoring period will be documented and discussed in a report. This information is expected to be useful in correlating change in flights tracks and noise complaints.

(b) National Offload Program (NOP) files showing the radar track history for flights dating back eleven years will be reviewed to determine if the data are acceptable for use in noise modeling. Other flight track history files will also be reviewed, such as those from the DCA Airport Noise Monitoring and Management (ANOMS) system. All files will be reviewed for clarity and consistency to determine which may be acceptable for noise modeling.

(c) All noise complaint files will be reviewed and a summary report prepared to show the trend in noise complaints and to correlate with noise monitor and flight track use data over the period complaints were recorded. The complaint data will be scrutinized to filter excessive multiple complaints from specific residences.

(d) A comprehensive review of all published arrival and departure procedures will be conducted by the Project Air Traffic Control Specialist. He will examine and document each route and comment on its likely contribution to the noise environment within the District.

(e) Attention will be paid to the flight precision and altitude specifications for aircraft over each waypoint. The specific routes to be analyzed are nine Standard Terminal Arrival Routes (STAR’s), twelve Instrument Approach Procedures (IAP’s) and ten Area Navigation (RNAV) Departure Procedures.

Activity #3: Analyze and assess the information in Activity #2, with written commentary in reports to DOEE.

(a) A comprehensive report will be prepared summarizing the results of the Historical Research.

(b) The report will show the change in noise environment over time and specifically document the effects of NextGen implementation on the District community. It will also assess the change in noise environment in terms of FAA Advisory Circular (AC) 1050.1F, July 2015, “Environmental Impacts: Policies and Procedures.”

(c) This document will be used by the FAA to supplement National Environmental Policy Act (NEPA) criteria to establish new noise impact criteria for DNL noise exposure increases between 45 DNL and 65 DNL.
Activity #4: Conduct noise modeling for pre- and post-NextGen flight paths with the AEDT in all District communities. Validate baseline noise estimates contained in “TARGETS AEDT Environmental Plug-in Report for Ronald Reagan National Airport” report and DC OAPM Environmental Assessment.

(a) Produce DNL noise contours and calculate supplemental noise metrics.
   a. Supplemental noise metrics include the amount of time that a noise event exceeds a maximum decibel level (Lmax) threshold (“Time Above” or “TA”) and the number of noise events above an Lmax threshold during a specified period of time (“Number of Events” or N-level) for events above (L-Max) 50 dB, 55 dB, 60 dB, 65 dB and 70 dB (e.g., aggregated by different periods such as day, week, month; and segmented by time of day within a period such as 10:00pm to 7:00am), and/or as deemed appropriate.

(b) Using available data, track the trend of arrival and departure flights before 7:00 am and after 10:00 pm since 2006.

(c) Assess the impact directly attributable to the shift from National 328 departure to the LAZIR departure route.

(d) Verify that a statistically significant sampling of noise data from the existing noise monitoring network is reasonably accurate using noise monitors that are independently certified. If the existing noise monitoring network does not fully represent aircraft noise exposure to impacted District communities, recommend and obtain prior approval from DOEE to conduct supplemental monitoring of representative conditions at suggested locations.

(e) Assess the extent to which changes in noise exposure levels are caused by changes in traffic counts by time of day and aircraft type and size (fleet mix) as well as operational characteristics such as runway use, flight route location and use, departure and arrival profiles (e.g., altitudes), and other controllable factors.

(f) Current (post NextGen implementation) and historical conditions (pre NextGen) will be modeled using the FAA standard AEDT model.
   a. Review prior FAA and Metropolitan Washington Airports Authority (MWAA) DNL calculations and assess previous modeling assumptions. Perform an updated noise impact assessment as deemed appropriate.

Activity #5: Forecast noise scenarios based on NextGen implementation plans through year 2026, based upon current DCA operations and planned NextGen technology penetration phases through 2026.

(a) Estimate number of people affected by changes in airplane noise by land use type due to NextGen implementation.
   a. The population impacted will be computed for each scenario along with a computation of the number of persons “highly annoyed” per the DNL noise impact criteria.


**Activity #6:** Develop alternative ATC procedures to minimize noise over the District

(a) Past and current DCA airplane noise environment analysis will be used to develop alternative ATC procedures to minimize noise over the District.

(b) FAA ATC Specialist will ensure that ATC changes proposed will be viable and not readily rejected in the FAA approval process. Further, they will use their FAA experience in dealing directly with the FAA to maximize acceptance of the proposed procedures.

**Activity #7:** Conduct noise monitoring at three homes to supplement existing noise monitoring data.

(a) Noise monitoring will be undertaken at three additional locations within the District to fill in areas for which sufficient baseline information is lacking.

(b) Noise monitoring will be conducted continuously for three days at each location to measure the Sound Exposure Level (SEL) value for individual aircraft flyover events as well as the DNL value for each day. This information will supplement the noise monitoring data from other locations.

**Activity #8:** Determine sleep interference effects for three neighborhood locations in D.C. per an American National Standard Institute (ANSI) standard.

(a) The potential for sleep interference will be computed for three residential locations in the District.

(b) Determine the percent of the population awakened by aircraft noise from the time and SEL of a series of flyover events throughout the night.

**Activity #9:** Assess classroom disruption in two schools per an ANSI standard.

(a) Determine and evaluate the degree of disruption to students in classrooms for two schools within the District.

**Activity #10:** Evaluate current and potential future noise mitigation and abatement measures that comply with FAA safety, fuel cost, emission, and efficiency concerns.

(a) Evaluate trends in the use of DCA, IAD, and BWI by aircraft since 2006; identify factors that have led to changes in traffic at DCA.

(b) AEDT modeling for six new scenarios will be modeled using the FAA standard AEDT model. These scenarios may include recommended changes in ATC procedures and future expanded air traffic scenarios.

(c) Review current noise abatement programs and recommend additional noise mitigation and abatement measures.

(d) Identify potential routes for north flow and south flow operations with respect to interference with flight paths at IAD and BWI, military installation, P56 areas, and other operational restrictions. Evaluate other alternative flight path/profile changes to reduce noise.
a. The nine published arrival routes and twelve published Instrument Approach Procedures will be evaluated and recommendations for modifications will be made as appropriate and viable.

b. The nine RNAV procedures and the NATIONAL SEVEN procedure will be evaluated and recommendations for modifications will be made as appropriate and viable.

(e) Conduct a detailed assessment of viable flight track alternatives with recommendations for alteration, abolition or increased use.

Activity #11: Attend periodic meetings with DOEE staff and the community to report on project activity.

(a) The D.C. Project Representative will attend monthly meetings with DOEE staff.

(b) The Project Office Manager will either monitor the monthly meetings from the west coast office, or be on call to respond to questions either via teleconference or videoconference.

(c) The Project Manager will attend a meeting in the DOEE staff office to present and discuss project results for the quarter. Quarterly meetings will review the project Quarterly Reports.

Activity #12: Establish and maintain a project website to inform DOEE staff and the community of ongoing project activity.

(a) This website will provide bilateral communication between DOEE staff and project personnel, and provide a reporting mechanism to residents.

Activity #13: Prepare a report for DOEE to forward to the FAA with ATC recommendations for noise mitigation. Have follow up meetings and negotiations with the FAA regarding the recommendations.

(a) A comprehensive project report will be compiled describing all project activities, results, conclusions and recommendations. A single review will be made by DOEE staff and revisions will be made.

Activity #14: All Project team members will attend a meeting with DOEE staff and the community (if desired) to explain the study, results, conclusions and recommendations.

(a) A presentation will be made and questions will be addressed. During the same visit, team members will meet with local FAA representatives to present study findings and recommendations. A brief report of FAA response to the recommendations will be presented to District staff.
Work Plan Template
Attachment 2

Please refer to your Grant Award Notice, Activities Funded:

Chart out your *Activities* in a Work Plan table similar to the one below. You may modify this chart’s format if necessary. A Work Plan takes the ideas presented in a grant application and turns those ideas into a series of actionable steps that move a project from a concept toward an *outcome*. The Work Plan should break the long term goal (or *outcome*) into activities that create a series of discreet short term steps. Those activities can then be turned into quantifiable results (or *outputs*).

The following should be included in a Work Plan: an up-to-date budget, phasing, a timeline, a list of private and public partners, a breakdown of outcomes, outputs and activities with associated timelines and responsible parties.

The Work Plan is a document that will not only help the Grantee to strategize implementation, but will also facilitate communication between the Grantee and the DOEE. The Work Plan should lay out important milestones like the dates Progress Reports and Final Reports are due and the dates for the completion of activities specified in the grant. The Work Plan is not meant to be a rigid document, but rather a framework that provides organization. The Work Plan is based on the scope of activities in the Grant, but the Grantee should communicate with their Grant Manager frequently, especially if the Work Plan schedule needs to be adjusted. Please contact the Grant Administrator to see examples of work plans, should you need them.

<table>
<thead>
<tr>
<th>Service #:</th>
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</table>

<table>
<thead>
<tr>
<th>Activity</th>
<th>Task(s)</th>
<th>Output</th>
<th>Outcome</th>
<th>Person(s) Responsible</th>
<th>Completion Date</th>
</tr>
</thead>
</table>
Progress Report Template
Attachment 3

I. Grant Award Information
   o Project Title
   o DOEE ID #/Award Number
   o Award Period
   o Specific Progress Reporting Period
   o Grantee Organization name
   o Grantee Organization primary contact person(s) – telephone and email

II. Status Report
    Briefly summarize the purpose and status of your project, including a statement as to whether or not the project is on time, on budget, and achieving the match.

III. Barriers to Implementation
     Briefly summarize any barriers your project has faced, and if project implementation has been impeded as a result.

IV. Activities/Outputs/Outcomes
    o List each specific activity conducted. These activities will correspond with Attachment 1 to the Grant Award Notice, “Activities Funded.”
    o Enumerate outputs achieved. Outputs are short-term results achieved. For example, you might list the number of rain gardens installed or pounds of nitrogen/phosphorous/sediment removed. Outputs must be quantified.
    o Describe outcomes achieved, if applicable. A project outcome is a medium- to long-term result that occurs. For example, an outcome could be increased public awareness of the effects of stormwater run-off.

V. NEP/LEP
   For this progress reporting period, report the total number of ongoing program or special event participants, and the number of these participants with Low English Proficiency or No English Proficiency (NEP/LEP). Attach the LEP/NEP Data Collection Sheet if the LEP/NEP count is greater than zero.
VI. **Single Audit Requirement**
- Report the end date of your organization’s current fiscal year.
- In the progress reporting time period following the date of the close of the Grantee fiscal year, report to DOEE whether the Grantee is required to perform a single audit.
- If your organization was required by the federal government to complete a single audit, submit that report to DOEE, as an attachment to this report, within nine months after this fiscal year-end date.
- If your organization is not required by the federal government to complete a single audit, then submit to DOEE the Sub-grantee Single Audit Exemption Certification, which is Attachment 7b to your grant award.

VII. **Budget Reporting**
For the current reporting period, update the status of the project budget against the amount awarded, per line item. See sample below.

<table>
<thead>
<tr>
<th>Grant Title:</th>
<th>Amounts Awarded</th>
<th>Amount Spent</th>
<th>Current Balance</th>
<th>Notes</th>
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<td><strong>Budget Category</strong></td>
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<tr>
<td>Personnel</td>
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<tr>
<td>Worker 1</td>
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<tr>
<td>Worker 2</td>
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<tr>
<td>Benefits</td>
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<tr>
<td><strong>Subtotal Personnel</strong></td>
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<tr>
<td>Indirect Costs (___ %)</td>
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<tr>
<td><strong>Total Personnel</strong></td>
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<td><strong>Direct</strong></td>
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<tr>
<td>Contractor or sub-</td>
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<td>grantee fees</td>
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<td>Travel and Training</td>
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<td>Supplies</td>
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<td>Equipment</td>
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<tr>
<td>Rentals</td>
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<tr>
<td>Other costs (one item per line)</td>
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<tr>
<td><strong>Total Direct</strong></td>
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<tr>
<td><strong>Grand Total</strong></td>
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</tbody>
</table>

4/26/2016
Final Report Template
Attachment 4

I. Grant Award Information
   - Project Title
   - DOEE ID #: Award Number
   - Award Period
   - Specific Progress Reporting Period
   - Grantee Organization name
   - Grantee Organization primary contact person(s) – telephone and email

II. Status Report
   Is the project complete? If not, briefly summarize the purpose and status of your project, including a statement as to whether or not the project is on time, on budget, and achieving the match.

III. Activities/Outputs/Outcomes for Entire Project
   - List each specific activity conducted. These activities will correspond with Attachment 1 to the Grant Award Notice, “Activities Funded.”
   - Enumerate outputs achieved. Outputs are short-term results achieved. For example, you might list the number of rain gardens installed or pounds of nitrogen/phosphorous/sediment removed. Outputs must be quantified.
   - Describe outcomes achieved, if applicable. A project outcome is a medium- to long-term result that occurs. For example, an outcome could be increased public awareness of the effects of stormwater run-off.

Note: You may include the Activities/Outputs/Outcomes detailed in previous Progress Reports and/or Work Plan.

IV. NEP/LEP
   Report the total number of ongoing program or special event participants, and the number of these participants with Low English Proficiency or No English Proficiency (NEP/LEP). Attach the LEP/NEP Data Collection Sheet if the LEP/NEP count is greater than zero.

V. Include in this final report copies of any materials produced as part of this project (marketing pieces, curriculum, interpretive signage, etc.). If you have submitted these materials with previous Progress Reports, you do not need to resubmit.
VI. **Budget Reporting**

Chart the status of the project budget against the amount awarded, per line item (See sample below). If it is currently off-track, please explain why. If it is on-track, you may submit an invoice for the remaining amount with this Final Report.

<table>
<thead>
<tr>
<th>Grant Title:</th>
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<tbody>
<tr>
<td><strong>Budget Category</strong></td>
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<td>Worker 2</td>
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<td><strong>Subtotal Personnel</strong></td>
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<td>Indirect Costs (%)</td>
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<tr>
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<td><strong>Total Direct</strong></td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
</tr>
</tbody>
</table>
Guidelines for Publication and Sign Design

Attachment 5

Projects that receive funding from the Department of Energy and Environment (DOEE) must comply with the following publication and signage guidelines. Publications and signage include but are not limited to press releases, factsheets, flyers, brochures, plaques, markers, and panel displays.

Use the following standards when referring to:

The District
- First reference: District of Columbia
- Subsequent reference: the District
- Never: Washington
- Never: the city

Specific neighborhoods in the District
- Capitalize names of neighborhoods.
- Example: The new shopping center is in Columbia Heights.

Quadrants of the District
- Use the abbreviation if you are writing an address. Spell out the word and capitalize it when referring to the area in general. "DC" is not necessary.
- Example: DOEE's headquarters is located at 1200 First Street NE, 5th Floor.
- Example: Our inspectors drove through Southeast in search of idling tour buses.
- Example: Alex lives in Northeast.
- Never: Alex lives in Northeast DC.

District Government
- First reference: Government of the District of Columbia
- Subsequent reference: District Government
- Never: DC Government
- Never: city government

Council of the District of Columbia
- First reference: Council of the District of Columbia
- Subsequent reference: DC Council
- Never: City Council
- Never: city council
Names of officials

- Councilmember is capitalized when used with a name and lowercase when not. Use the same rule for agency heads.
- Example: Councilmember Kenyan McDuffie conducted an oversight hearing.
- Example: Mary Cheh, a councilmember from Ward Three, conducted an oversight hearing.
- Example: DOEE Director Tommy Wells has more than 20 years in public service.
- Example: Edna Ebanks, an employee at DOEE, works in the director's office.
- Always capitalize Mayor.
- Example: Mayor Muriel Bowser attended the Riggs Park meeting last night.
- Example: The Mayor promised the public that DOEE will follow up on action items from the meeting.

The DC Flag

Please use proper artwork for the DC Flag in your printed and online materials. If you do not have proper artwork, contact your DOEE grant manager.

The agency

- First reference: Department of Energy and Environment (DOEE)
- Subsequent reference: DOEE
- Never: The DOE
- Note: You may use "the" in front of the agency name on first reference. Example: "The Department of Energy and Environment (DOEE) is a special place to work."
- Never: DC Department of Energy & Environment
- Never: District Department of Energy & Environment
- Never: Dept. of Energy

Programs and services within the agency

- Always: RiverSmart Homes
- Never: River Smart Homes
- Always: stormwater
- Never: storm water
- Always: groundwater
- Never: ground water
Appearance Guide:

Colors
- Colors must not be used in excess. Small accents of several colors may make a publication unique and attractive, but the competition of many different colors often decreases readability.
- Colors should not clash with colors in the DOEE logo (see additional logo details below). Designers are encouraged to use colors that complement the logo.

Graphics
- Graphics must feature the DOEE logo prominently, proportional to other logos in the publication. (See additional logo details below.)
- Graphics must use appropriate illustrations, maps, drawings, and/or photos to depict the publication's message visually. Graphics should complement the content.

DOEE logo
- Whenever possible, print the logo in color.
- The logo should be scaled proportionally and never be skewed or distorted.
- Do not box and reverse the logo (turn black to white or vice versa), and do not add text/copy to the logo or revise the background color.
- DOEE's logo should be printed in black and PMS green 711C, or a process color built to match this specific PMS green.
- For smaller applications that compromise the legibility of the logo text, use the “word mark” should as a replacement: DEPARTMENT OF ENERGY AND ENVIRONMENT.

Text and content
- Use adequate font size and spacing to ensure readability.
- Use uppercase and lowercase lettering for text. Avoid technical jargon and clichés.
- Avoid gender-specific language.
Signage Requirements and Considerations:

Materials
- Use durable materials that will resist moisture and fading
- Use materials that contribute to the legibility of the sign. For example, glossy finishes are often difficult to read because of glare and reflections.

Size/Shape
- Size the sign to be proportional with the scale of the project, and size the text to legible from the distance from which the sign will be read.

Placement
- Place signage at the appropriate height and angle to ensure that it is easy to read.
- Place signage to accommodate the appropriate audience (e.g., pedestrians, drivers, or tour groups).
- Place signage in a location that enhances the photographic value of the project. Signage should not obscure the view of the project.

Special Considerations
If possible, provide for the needs of readers with disabilities.

Maintenance
Develop a maintenance schedule to address any damage, visibility, and/or legibility issues that arise.

For questions or assistance with the application of sign design guidelines, contact:

Julia Robey Christian
Public Information Officer
Department of Energy and Environment
Government of the District of Columbia
1200 First Street NE, 5th Floor
Washington, DC 20002
Desk: (202) 741-0842
Cell: (202) 450-7878
julia.christian@dc.gov
Jack Freytag
Freytag & Associates LLC
2169 Loggia
Newport News, CA 92660-9041

Re: Grant # 2016-1702-AQD-G001
Grantee’s Language Access Act responsibilities

Dear Mr. Freytag:

With respect to the above grant, this letter is to inform you of your responsibilities to, and resources available through, the Department of Energy and Environment (DOEE) for compliance with the DC Language Access Act of 2004 (the Act).

Pursuant to the Act, all District government agencies having major public contact with constituents, including their contractors, grantees, subcontractors, and subgrantees, and vendors that provide services on behalf of DOEE, must comply with the requirements of the Act.

The purpose of the Act is to provide greater access and participation in public services, programs and activities for residents of the District of Columbia with limited or Non-English proficiency (LEP/NEP). DOEE is required to create a Biennial Language Access Plan (Plan) detailing how it will achieve the Act’s goals, and report data on the five objectives listed in the Plan to the Office of Human Rights on a quarterly basis. DOEE’s service provider or project manager is required to meet three of those five objectives. The three objectives that DOEE is responsible for are:

1. Collect data on the number of LEP/NEP constituents being served under the award per quarter, and identify languages spoken by said;
2. Provide oral language services via Language Line Services/or Live Interpreters; and,
3. Provide translations of vital documents into any non-English language spoken by a LEP/NEP population that constitutes three percent or 500 individuals, whichever is less, of the population served or encountered, or likely to be served or encountered by your organization.

Your responsibility is to collect data on the number of LEP/NEP constituents being served, language spoken and type of services provided. Please submit this information quarterly to your DOEE Project Manager. A sample data sheet is attached.

These are the deadlines for reporting your activities for each quarter of DOEE’s fiscal year (FY):
FY 1st quarter report is due by January 15 (for preceding October –December)
FY 2nd quarterly report is due by April 15 (for preceding January-March)
FY 3rd quarterly report is due by July 15 (for preceding April-June)
FY 4th quarterly report is due by October 15 (for preceding July –September)

If you have any questions, please feel free to contact Cheryl Randall Thomas, DOEE Language Access Coordinator at 202-654-6016 or by email at cheryl.randall-thomas@dc.gov.

Sincerely,

Tommy Wells, Director
# DATA COLLECTION SHEET

<table>
<thead>
<tr>
<th>DATE:</th>
<th>CUSTOMER'S NAME</th>
<th>Amharic</th>
<th>Chinese</th>
<th>French</th>
<th>Korean</th>
<th>Spanish</th>
<th>Vietnamese</th>
<th>Other</th>
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<td>(Interpreter, Language line, touches, Public Service Provider)</td>
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</tbody>
</table>
Dear Mr. Freytag,

Congratulations! Your organization’s proposal has been selected for the DCA Airport Airplane Noise Assessment Study. Please find attached the grant award notice and purchase order (PO557534) for this project.

All further correspondence, communication, questions for this grant should be addressed to Dr. Rama S. Tangirala in the Air Quality Division, Department of Energy and Environment, via phone at (202) 535-2989 and via email at: rama.tangirala@dc.gov or 2016dcanoiserfa.grants@dc.gov.

Please do not reply to this email.

Thank you and we look forward to working with you.

Zita Rostás
Associate Director, Grants Management Division
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Government of the District of Columbia
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Cell: (202) 578-6545
Fax: (202) 535-2881
E-mail: zita.rostas@dc.gov
Web: doee.dc.gov

I telework on Fridays