



Reply to:
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MEMORANDUM

Date: November 9, 2010

To: Shannon Donelly

From: Dale K. Phenicie

Subject: Optimizing Industry Water Use – GLPF Project # 926 Phase II
Project Proposal - Addendum

In response to your questions regarding use of the Project Expert Panel for project involvement and guidance, please find the attached revision to the project schedule that includes Panel Workshop sessions in the listed milestones. CGLI will communicate with Panel members as needed throughout the project to keep them informed of project status, progress, and to solicit comments, etc. In addition, CGLI will hold three formal workshops for Panel members at critical stages in the project work. These will be conducted as follows:

Workshop 1: To be held following the protocol evaluation for review of which protocols will be selected for detailed evaluation. Assuming a January 2011 project start, it is anticipated that this workshop will be held in mid February.

Workshop 2: Working session on applying the footprint methods. Review of footprint model inputs, definition of systems boundaries, processes for calculations, etc. It is anticipated that this workshop would be held in late May.

Workshop 3: Working session to discuss results and policy relevance. “Here’s what we found...does it make sense to you?” Document where panel agrees with study, and if they disagree, where, why, what are friction points? It is anticipated that this workshop would be held in October – prior to publication of project results. Panel findings and reactions will be made a part of the reported project results.

As for funding for Expert Panel activities, we did not find it necessary to provide panel stipends in Phase I of the project. However, in review of this question and our intent to expand participation, we have concluded that we should add another \$7,000 to the CGLI portion of the project budget to support and assure critical Panel member participation. Please add that amount to the requested funding.

As always, we are available to answer any additional questions you may have.

D. K. P.

Optimizing Industry Water Use GLPF Project # 926 – Phase II Project Proposal Addendum
Project Schedule

The term for this project is anticipated to be twelve months. Some of the task Outlined below will be performed concurrently.

Task No.	Description	Start Date	Anticipated Completion Date	Milestones	Deliverables
1	Update and prepare detailed industry water use descriptions including opportunities for conservation for sectors and facilities used for protocol testing	Project inception	Two months from project inception	<ol style="list-style-type: none"> 1. Review existing descriptions with industry participants 2. Up-date and expand descriptions 3. Identify conservation opportunities 4. Review/edit descriptions via Expert Panel consultation process 5. Hold Expert Panel Workshop I 	Revised industry water use descriptions,
2	Complete water footprinting/ accounting tool protocol descriptions, attributes, and use context information. From the range of tools available, select specific tools to be tested.	Project inception	Eight months from project inception	<ol style="list-style-type: none"> 1. Updated descriptions of water footprinting/ accounting tools 2. Summaries of how tools address/do not address Expert Panel discussion points 3. Select tools to be tested using Expert Panel Consultation Process 4. Hold Expert Panel Workshop II 	Summaries of selected tools with analysis of application elements that characterize individual facility water use and rationale for selection of test protocols.
3	Conduct footprinting/ accounting tool tests and relate results to Great Lakes Compact/ Agreement policy development objectives	6 months following project inception	Nine months following project inception	<ol style="list-style-type: none"> 1. Policy analysis regarding use of footprinting/ accounting tools and relationship to Great Lakes Compact/ Agreement processes 2. Review/edit policy analysis on basis of Expert Panel consultation process 3. Hold Expert Panel Workshop III 	Project reports and outcome release materials
4	Publicize, and distribute project results	10 months following project inception	Distribution continues after project completion	<ol style="list-style-type: none"> 1. Communication plan to disseminate results. 2. Distribution, publication, and posted notice of project outcomes 	Communication Plan, Distribution, publication, and posted notice of project outcomes