

**Clean Air Clips -WINTER 2004**  
**Small Business Environmental Assistance Program**  
**Illinois Department of Commerce and Economic Opportunity**  
**620 E. Adams, 4 Floor**  
**Springfield, IL 62701**  
**800/252-3998 (TDD: 800/785-6055)**  
**[www.illinoisbiz.biz](http://www.illinoisbiz.biz)**

**US EPA Updates**

Submit a Risk Management Plan in 1999?  
2004 is time to resubmit!

Risk Management Plans (RMP) were developed to help businesses develop a plan of action in the case of an chemical accident. Chemical accidents can occur at businesses of any size. Many small businesses handle propane, ammonia, chlorine and other chemicals that could pose risk to surrounding communities if an accident were to occur. June 21, 1999, companies of all sizes that use certain listed chemical were required to submit plans that detailed how they would prevent accidental chemical releases from occurring. The type and quantity of chemicals determines if you are affected rather than the size of your company. The Risk Management Plan was to focus on the prevention of accidents, not just preparation and response.

You must fully revise and update your RMP for resubmission within five years of the postmark date of its initial submission, if no changes occurred at your facility, or within five years of the postmark date of the most recent resubmission.

In your RMP submission, you are required to identify an Emergency Contact and provide their name, title, phone number, and a 24-hour phone/pager number. Keeping this information up-to-date is important as it will help emergency responders and others in your community. To be of most value in an emergency, updates to this information need to be timely.

**Resubmission Procedure**

To resubmit, you must update all nine sections of your RMP. For an electronic RMP, revise the original RMP as needed and submit the updated RMP as a resubmission on diskette. Chapter 6 of [EPA's RMP\\*Submit User's](#) Manual provides detailed information on how to generate the resubmission on diskette.

For additional information, contact Syliva Palomo at the US EPA at 312/352-3174, visit the US EPA's Web site at: [www.epa.gov/ceppo](http://www.epa.gov/ceppo) or contact the Small Business Environmental Assistance Helpline at 800/252-3998 (TDD: 800/785-6055).

**CHICAGO'S CENTER FOR GREEN TECHNOLOGY..**  
**Have you seen it???**

**Chicago Center for Green Technology building was originally constructed in 1952. Since then a number of different companies have owned the building. When it came to the attention of the Chicago Department of Environment (DOE) in 1995, the building and its 17 acres were owned by a crushing company which had a permit to collect limited construction and demolition debris. The Department of Environment spent approximately \$9 million and 18 months cleaning up the property, which opened to the public in May of 2002. Chicago's Center for Green Technology is located at 445 North Sacramento Boulevard in Chicago. It is open to the public Monday through Friday from 9:00 am to 4:00 pm, Saturday 9:00 am to 1:00 pm and on Sunday from 1:00 pm to 5:00 pm. Visitors are welcome to explore the public areas of the building and campus. Brochures for self-guided tours are available at the building. Please call (312) 746-9777 for more information or visit the Web site at [www.cityofchicago.org/Environment/GreenTech/](http://www.cityofchicago.org/Environment/GreenTech/).**

**Illinois Updates**

**ENVIRONMENTAL WORKSHOPS FOR THE CONSTRUCTION**  
**AND DEMOLITION INDUSTRY AND BUILDING CODE**  
**OFFICIALS**

The Department of Commerce and Economic Opportunity's Small Business Environmental Assistance Program along with 26 co-sponsors will be holding workshops around the state to educate the construction industry and building code officials about requirements for asbestos, lead, mold, safety and health, radon, indoor air quality and much more. **Please register and send your \$25, to guarantee a seat and a meal. Sorry, fees are nonrefundable fee.** Workshops will be held from 8:30-4:30 on the following dates and locations:

<b>Feb. 18</b>	Holiday Inn Moline, Moline
<b>Feb. 19</b>	Rock Valley College Woodward Technology
<b>Feb. 25</b>	Elgin Community College, Elgin
<b>Feb. 26</b>	Joliet Junior College Institute of
<b>March 30</b>	Wright College, Chicago

If you have questions or would like to register for one of the workshops, please contact the Illinois Small Business Environmental Assistance Helpline at 800/252-3998, visit the Web site at: [www.illinoisbiz.biz/bus/sba.html](http://www.illinoisbiz.biz/bus/sba.html) or via e-mail at [sbeap@illinoisbiz.biz](mailto:sbeap@illinoisbiz.biz) and request a registration form.

**Illinois Small Business Development Centers**  
**☺ Celebrate 20 Year Anniversary ☺**

The Illinois Small Business Development Center has been a leader in helping the state's small business community grow and thrive for 20 years. Its network of 40 Small Business Development Centers (SBDC) around the state, are supported by the Illinois Department of Commerce and Economic Opportunity in partnership with the U. S. Small Business Administration. These centers are available to provide a wide array of free or very low cost assistance to any potential or existing small business owner.

Each of the 40 Small Business Development Centers offers free management consultation and training programs. Clients can receive assistance in business plan development, advice on capital acquisition, financial management, marketing and sales (including e-commerce and exporting), customer service, personnel management or general business planning. Most of the Small Business Development Centers are located at community colleges or universities and offer access to specialized consultants. There are also specialized centers to help entrepreneurs interested in international trade, manufacturing, government contracting, technology, etc. All of the SBDC's work in partnership with the specialized centers and with the recently announced network of Illinois Entrepreneurship Centers whose focus is on rapidly growing businesses.

The SBDC's also conducted seminars, workshops and training courses including the NxLevel training program, an extensive multi week in-depth small business training curricula offering hands-on, practical, common sense training, conducted by experienced business educators featuring guest speeches given by prominent business leaders and owners. Students are presented with networking opportunities, one-on-one business counseling and support, comprehensive textbooks, workbooks and resource guides.

The gateway to all of these small business resources in the state is the Illinois Small Business Office's First Stop Business Information Center. The First Stop Center hosts a toll-free small business help line (800/252-2923) to help clients with government regulations and licensing. The center also produces print and online publications and resources for prospective and current business owners in Illinois.

During the last twenty years, the Illinois SBDC's have provided individualized consulting to more than 228,00 clients and provided business training to 209,000 attendees. Each year, the demand for services for counseling and training increases. The Illinois Small Business Development Center has grown from a small pilot project funded by the U.S. Small Business Administration in 1984, to a strong and growing statewide network. We congratulate all of the members of the Illinois Small Business Development Center Network who have contributed to helping small businesses in Illinois during these past 20 years. For additional information or to locate the SBDC in your area, contact the First Stop Business Center at 800/252-2923 or visit the Web site at: <[www.illinoisbiz.biz/bus/sba.html](http://www.illinoisbiz.biz/bus/sba.html)>.

## **ILLINOIS EPA NOW ACCEPTING IDEAS FOR SUPPLEMENTAL ENVIRONMENTAL PROJECTS**

### ***What is a Supplemental Environmental Project?***

A Supplemental Environmental Project (SEP) is a new environmentally beneficial project that a company agrees to undertake when settling an enforcement action. The SEP must improve, restore, protect, or reduce risks to public health and/or the environment beyond that achieved by compliance with applicable laws. When enforcing environmental laws and regulations, the State of Illinois has the authority to incorporate a SEP into the settlement agreement with a company that is separate from and in addition to correction of the violation. The company may receive some penalty offset for a SEP.

### ***What is the Supplemental Environmental Project Idea Bank?***

Illinois EPA created the Idea Bank to get ideas from the public for potential Supplemental Environmental Projects. Ideas submitted to the Idea Bank will be made available to company representatives for their consideration during negotiations with Illinois EPA. Project ideas will remain in the Idea Bank for two years from the date of submission.

### ***What projects are appropriate for the Supplemental Environmental Project Idea Bank?***

The following categories of projects are appropriate for the Idea Bank. Further description of each category can be found in on the Web site at: <[www.epa.state.il.us/enforcement/sep/instructions.html](http://www.epa.state.il.us/enforcement/sep/instructions.html)> Visit the Idea list Web site at: <[www.epa.state.il.us/enforcement/sep/instructions.html#idealist](http://www.epa.state.il.us/enforcement/sep/instructions.html#idealist)>

to see examples of projects for each of the categories.

- ⇒ Pollution Prevention and Resource Efficiency
- ⇒ Pollution Reduction
- ⇒ Green Schools
- ⇒ Environmental Restoration and Protection
- ⇒ Emergency Planning and Preparedness
- ⇒ Technical Assistance and Outreach
- ⇒ Environmental Education and Public Awareness
- ⇒ Special Waste Collection Events and Ongoing Community Waste Programs
- ⇒ Other Projects

For a list of submitted projects, visit the IL EPA's Web site at <[www.epa.state.il.us/enforcement/sep/](http://www.epa.state.il.us/enforcement/sep/)> and click on "View Projects" at the bottom of the page.

### ***How can I submit an idea?***

To submit your idea, go to the IL EPA's Web site at: <[www.epa.state.il.us/enforcement/sep/](http://www.epa.state.il.us/enforcement/sep/)> and click on "Submit Project" at the bottom of the page. Complete the Project Submission Form. You may find the [form instructions](#) helpful in properly submitting your idea.

For additional information, please contact Bill Ingersoll of the Illinois EPA at 217/782-9827, Norma Van Valkenburg of the Illinois EPA at 217-524-5810 or the Small Business Environmental Assistance Helpline at 800/252-3998 (TDD: 800-785-6055).

**☒ DO YOU HAVE AN AIR PERMIT? IF SO, YOUR ANNUAL EMISSION REPORT MUST BE FILED BY MAY 1, 2004!** ☒ The 2003 Annual Emission Report requires two additional items be reported, Particulate Matter (PM) 2.5 and Ammonia (NH3). Questions, contact either the Illinois EPA at 217/524-0948 or the Small Business Environmental Assistance Helpline at 800/252-3998 (TDD: 800/785-6055). Also, the Illinois EPA Web site added some helpful new emission calculations to their Web site at <[www.epa.state.il.us/air/aer/](http://www.epa.state.il.us/air/aer/)>, then go to "Calculate Emissions".

## ***MARK YOUR CALENDARS...***

February -  
March 30

**Construction and Demolition Workshops**  
Various locations throughout the state  
See article above.

February 28

**Workshop: Homeowner Energy Saving**  
Chicago Center for Green Technology  
445 North Sacramento Boulevard  
Chicago, IL

**Free**, but pre-registration is required. To register, call 312/746-9642 or send e-mail to: [environment@cityofchicago.org](mailto:environment@cityofchicago.org)

March 3

**Seminar: Alternative Energy Series-Wind Power**

Chicago Center for Green Technology  
445 North Sacramento Boulevard  
Chicago, IL

**Free**, but pre-registration is required. To register, call 312/746-9642 or send e-mail to: [environment@cityofchicago.org](mailto:environment@cityofchicago.org)

March 24

**Seminar: Designing Green Buildings**

Chicago Center for Green Technology  
445 North Sacramento Boulevard  
Chicago, IL

**Free**, but pre-registration is required. To register, call 312/746-9642 or send e-mail to: [environment@cityofchicago.org](mailto:environment@cityofchicago.org)

May 1

**Annual Emission Reports due to Illinois EPA**

See article above.

May 11 & 12

**Annual Brownfields Conference**

Springfield, IL

For more information, visit the IL EPA's

Web site at: <[www.epa.state.il.us/land/brownfields](http://www.epa.state.il.us/land/brownfields)>

June 17

**Design: Green, Workshop for Product Designers**

Merchandise Mart

320 N. Wells

Chicago, IL

For more information, visit the Web site at:

<[www.greenmarketing.com/designgreen](http://www.greenmarketing.com/designgreen)>

Would you prefer to receive *Clean Air Clips* quarterly publication via e-mail? If so, contact the Small Business Environmental Assistance Helpline at 800/252-3998 or e-mail us at [sbeap@illinoisbiz.biz](mailto:sbeap@illinoisbiz.biz) and asked to be included on the e-mail list.