

## Timeline for Tribes seeking assistance from the TAMS Center with submitting Emissions Inventory data to the National Emissions Inventory

In an effort to allow the TAMS Center the adequate time to assist tribes in getting their emissions inventory (EI) data into the National Emissions Inventory (NEI) database, the TAMS Center is providing this activity guide and timeline to help with the EI projects. The TAMS Center is requesting that the Level 1, 2, or 3 EI projects be submitted to the TAMS Center staff (Angelique.Luedeker@nau.edu) between June 15 and August 31, 2016. If you have any questions, please contact Angelique Luedeker.

### Level 1, 2, or 3 EI Timeline:

Note that for a Level 1, 2, or 3 EI, you collect activity data for on-reservation sources (for example, you are collecting data on how much wood is burned in residential woodstoves on the reservation)

Year To Inventory: 2015

Steps <sup>a</sup>	Timeline <sup>b</sup>	Additional Comments
1. Write QAPP	1-1.5 month	After writing your QAPP, notify ITEP of your intention of submitting data
2. Collect activity data for sources on reservation	1-3 months	Make sure to keep copies of your data collection sheets, spreadsheets, etc.
3. Enter data into TEISS for sources on reservation	1-4 months	
4. Submit TEISS project, data collection sheets, any spreadsheets used to calculate emissions, and signed data release form to ITEP	June 15 - August 31, 2016	
5. Obtain county-level NEI data from ITEP for most current triennial NEI year and import the data into TEISS	0.5-1 month	This step only applies to those that include an off-reservation section in their EI
6. Use TEISS to generate reports for EI	1-2 months	
7. Write EI	1-12 months	

### Notes

<sup>a</sup> Some steps can be completed concurrently. For example, data can be collected for some sources as you enter data into TEISS for other sources.

<sup>b</sup> Time to complete steps are estimates. There is much variability in the time it takes to complete these steps based on the number of sources included in the inventory, user experience, etc.

### Level 4 EI Timeline:

Note that for a Level 4 EI, you only include data that has already been estimated (for example, the county-level NEI data) and therefore the data are not eligible for submission to the NEI

Year To Inventory: 2014

Steps	Timeline <sup>a</sup>	Additional Comments
1. Write QAPP	1-1.5 month	After writing your QAPP, notify ITEP of what counties you need NEI data for
2. Obtain county-level NEI data from ITEP for most current triennial NEI year and import the data into TEISS	0.5-1 month	
3. Use TEISS to generate reports for EI	1-2 months	
4. Write EI	1-6 months	

### Notes

<sup>a</sup> Time to complete steps are estimates. There is much variability in the time it takes to complete these steps based on the number of sources included in the inventory, user experience, etc.