

Appendix A: Statement of Intent and ERP Results Reporting Compact

The next two pages provide (1) a model statement of intent to follow the principles of the Compact and (2) a stand-alone copy of the Compact. This appendix is intended to help states secure the support of internal stakeholders for committing to the Compact. The Consortium expects that each participating state will modify the model statement of intent for its own context, and submit it to the Consortium chairperson¹ with a copy of the Compact. Submission can be formal, such as on agency letterhead, or informal, such as in the body of an e-mail.

Each state's statement of intent should accomplish the following:

- Summarize the overarching goals and principles of the Compact,
- Identify the part of the agency that is committing to the Compact (if not the whole agency),
- Specify the activities to which the principles of the Compact will apply (e.g., all ERP activities),
- Identify (by name and title) a signatory of the statement, and
- Provide a copy of the Compact as an attachment. (If submitting the statement of intent as an e-mail, the language of the Compact can be provided as an attachment or in the body of the e-mail.)

¹ Current contact information can be found at: <http://www.erpstates.org/consortiumContacts.aspx>.

MODEL STATEMENT OF INTENT

May 1, 2009

Ms. Renee Lesjak Bashel
Chairperson, States ERP Consortium

Dear Ms. Bashel,

This letter communicates the good-faith commitment of **[State Name] [Agency, program and/or organizational group]** to adhere to the principles presented in the ERP Results Reporting Compact (attached), including reporting on the core descriptors and measures identified in *The States ERP Consortium Guide to Reporting ERP Results*.

[Agency, program and/or organizational group] is committed to ensuring transparency, consistency, and credibility in our reporting on ERP activities. We believe that our commitment to following the Compact and supporting guidelines will help us continue to achieve those goals, while also better enabling us and other Consortium members to effectively communicate information about ERP to a wide variety of audiences.

I make this commitment on behalf of **[Agency, program and/or organizational group]**. Going forward, we intend to apply the principles of the Compact to any reporting on ERP-related activities led by **[Agency, program and/or organizational group]**—specifically activities that include random sampling and/or facility self-certification.

We look forward to working in continued partnership with the Consortium to share the results of ERP activities, in concert with other states across the nation.

Sincerely,

[Name of Signatory]
[Title/Organizational Position of Signatory]
[Name of State and Agency]

ERP RESULTS REPORTING COMPACT

May 2009

A top priority of the States ERP Consortium is to encourage Consortium members and others to make all reasonable efforts to report all ERP data in a transparent, defensible and consistent manner. Doing so is expected both to enhance the credibility of ERP and to enable the Consortium, individual states, and EPA to more effectively and easily communicate the results of ERP efforts. To those ends, participants in the Compact agree to strive in good faith to adhere to eight specific reporting principles, detailed below.

Reporting Principles

1. **Making all results readily available** to the public and to ERP stakeholders (including both positive and negative results).
2. **Presenting results that are representative** of the group of facilities eligible for ERP, based upon the application of statistically sound sampling approaches.
3. **Reporting on the Tier I core measures and all the core descriptors** identified in *The States ERP Consortium Guide to Reporting ERP Results*, and following the guidelines for those measures.
4. **When choosing to report results for the aspirational Tier II measures and optional Tier III measures identified in the *Guide to Reporting ERP Results*, striving to follow the guidelines** for those measures whenever feasible.
5. **Adhering to credible statistical principles and sampling approaches** that support the Compact's goals of transparency and defensibility.
6. **Reporting how each result is calculated and providing statistical information** (e.g., providing definition of any measures not consistent with the core measures presented in the *Guide to Reporting ERP Results*; basis for any comparisons made; and statistical significance, sample size, confidence level, and confidence interval for each measure reported, except where noted).
7. **Presenting a description, assumptions and limitations of the methodology** used in developing results (e.g., sampling approach, possible sources of bias).
8. **Using, improving upon and sharing common tools** for storing, analyzing and presenting results, whenever possible.