

Instructions: Annual Single Fee Summary Report (Report 2)

In accordance with California Code of Regulations, Title 27, Article 5, §15250 and Article 6, §15290, at the end of every fiscal year, each Certified Unified Program Agency (CUPA) shall submit to the Secretary for Environmental Protection (CalEPA) an annual summary of all single fee and surcharge amounts billed, waived, collected, remitted and still owed for the fiscal year.

If the CUPA believes that the number of regulated businesses will change significantly for any program element in the current fiscal year or in the next fiscal year, a cover letter addressing the estimated changes for each program element must also be submitted with the Annual Single Fee Summary Report, per California Code of Regulations, Title 27, Article 6, §15290.

The annual single fee summary report shall be submitted by September 30th to CalEPA via:

<u>U.S. Postal Service at:</u>	<u>Express mail at:</u>	<u>Email at:</u>
CalEPA Unified Program Section P.O. Box 2815 Sacramento, California 95812-2815	CalEPA Unified Program Section 1001 "I" Street Sacramento, California 95814	CUPA@CalEPA.ca.gov

The following information shall be completed as follows:

CUPA:	Enter the Certified Unified Program Agency submitting the Annual Single Fee Summary Report to CalEPA.
Fiscal Year:	Enter the fiscal year for which the Annual Single Fee Summary Report is being submitted. The Annual Single Fee Summary Report should only capture information for the fiscal year (July 1 st – June 30 th).
Date Submitted:	Enter the date the Annual Single Fee Summary Report is being prepared and/or submitted to CalEPA.
Completed By:	Enter the name of the CUPA representative completing the Annual Single Fee Summary Report.
Telephone Number:	Enter the telephone number of the CUPA representative completing the Annual Single Fee Summary Report.
Single Fee:	Report the total single fee amount billed, waived, and collected from all regulated businesses. The single fee includes the CUPA's fees for necessary and reasonable costs to implement the Unified Program. For Annual Single Fee Summary reporting purposes, state surcharge amounts should not be included in the single fee amounts. State surcharge amounts will be reported in a different section of the Annual Single Fee Summary. Title 27, Division 1, Subdivision 4, Article 5, §15210 Health and Safety Code, Division 20, §25404.5
Single Fee for Participating Agencies:	Report the total single fee amount billed and collected on behalf of the Participating Agencies. Report the total single fee amount remitted to and still owed to Participating Agencies, if any. The single fee for Participating Agencies

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	<p>includes the Participating Agency's fees for necessary and reasonable costs to implement one or more elements of the Unified Program.</p> <p>If a CUPA does not have any applicable single fee amounts to report regarding Participating Agencies, each field should be completed with "N/A."</p> <p style="text-align: center;">Title 27, Division 1, Subdivision 4, Article 5, §15210</p>
Program Element Surcharge:	<p>Enter the surcharge amount billed, waived, collected, remitted and/or still owed to CalEPA.</p> <p>The amount remitted to CalEPA for each program element surcharge on the Annual Single Fee Summary Report should equal the sum of all quarterly Surcharge Transmittal Reports for the same program element for the fiscal year.</p> <p style="text-align: center;">Title 27, Division 1, Subdivision 4, Article 5, §15240 Health and Safety Code, Division 20, §25404.5</p>

Program Element Surcharges*

Fiscal Year	CUPA Oversight	Aboveground Petroleum Storage Act (APSA)	Underground Storage Tank (UST)	California Accidental Release Program (CalARP)
	For Each Regulated Business	For Each Regulated Tank Facility	For Each Regulated UST	For Each Regulated Business
2011-12	\$49.00**	-	\$15.00	\$270.00
2012-13	\$35.00	-	\$15.00	\$270.00
2013-14	\$35.00	-	\$15.00	\$270.00
2014-15	\$35.00	\$26.00	\$15.00	\$270.00
2015-16	\$35.00	\$26.00	\$15.00	\$270.00
2016-17	\$35.00	\$26.00	\$15.00	\$270.00
2017-18	\$49.00***	\$26.00	\$20.00***	\$270.00

* The surcharge transmittal should only reflect applicable program element surcharge amounts and should not reflect remittance of any assessed late fees or other charges.

** Effective fiscal year 2009-2010, an Electronic Reporting surcharge was established to fund the California Environmental Reporting System (CERS). The Electronic Reporting surcharge was \$25.00 per year, for three years [HSC 25404(e)(3)]. Once collected for three complete billing cycles, the Electronic Reporting surcharge is no longer applicable.

***Effective fiscal year 2017-2018, the CUPA Oversight surcharge increased by \$14 per regulated business and the UST surcharge increased by \$5 per regulated tank.

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CUPA Oversight:	# of Regulated Businesses	Enter the number of regulated businesses as defined in 27 CCR § 15110(k). If a regulated business is no longer in business but was doing business during this fiscal year (even for a time as limited as one day), the business should still be reported as a regulated business.
Aboveground Petroleum Storage Act (APSA):	# of Regulated Tank Facilities	Enter the number of regulated tank facilities subject to the surcharge as defined in Health and Safety Code chapter 6.67, § 25270.2.
Underground Storage Tank (UST):	# of UST Facilities	Enter the number of UST facilities as defined in Health and Safety Code chapter 6.67, § 25281. A UST facility may have more than one regulated UST.
	# of Regulated USTs	Enter the total number of USTs as defined in Health and Safety Code chapter 6.67, § 25281.
California Accidental Release Program (CalARP):	# of Regulated Businesses	Enter the number of regulated businesses subject to the CalARP surcharge as indicated in Title 27, Division 1, Subdivision 4, Article 5, §15240. The CalARP surcharge is assessed on a business, regardless of the number of stationary sources the business has.
	# of Stationary Sources	Enter the number of stationary sources potentially subject to the CalARP Program as defined in Title 19, Division 2, Chapter 4.5, Article 1, §2735.3.
	# of Businesses Granted a RMP Waiver Determination	Enter the number of businesses granted a Risk Management Plan (RMP) Waiver Determination during the fiscal year as indicated in Title 27, Division 1, Subdivision 4, Article 5, §15240. The RMP Waiver is effective starting the following fiscal year after it is granted. If it is determined after a RMP Waiver has been granted that the business is required to prepare and submit a RMP for any of its stationary sources, the CalARP surcharge will be assessed at the beginning of the next fiscal year.
Onsite Hazardous Waste Treatment Facilities	Permit By Rule	Enter the number of facilities (not the number of on-site treatment units), for: <i>Permit By Rule</i> as defined in: Title 22, Division 4.5, Chapter 45, Article 1, §67450.1 <i>Conditional Authorization</i> as defined in: HSC Division 20, Chapter 6.5, Article 9, §25200.0 & §25110.9.1 <i>Conditional Exemption</i> as defined in: HSC Division 20, Chapter 6.5, Article 9, §25201.5 & §25110.9.1
	Conditional Authorization	
	Conditional Exemption	
Total:	Enter the sum of all surcharge amounts for each program element.	