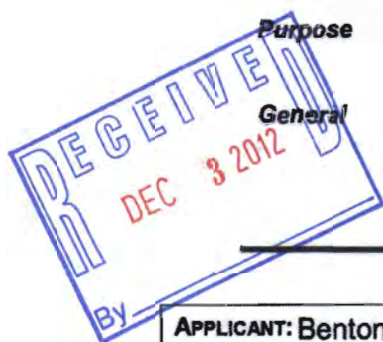


Recycling Grants Application

2012

Fiscal Year 2013



Purpose

The purpose of this application is to provide detailed information about a proposed Recycling Grant project.

General

All items must be completed and returned to your Regional Solid Waste Management District to be forwarded to the Arkansas Department of Environmental Quality (ADEQ). Applications are accepted by ADEQ annually Sept. 15-Dec. 31. Incomplete applications will result in funding delays.

APPLICANT: Benton County RSWMD	CONTACT: Wendy Cravens, Director
ADDRESS: 5702 Brookside Rd	CITY: Bentonville
COUNTY: Benton	ZIP CODE: 72712
PHONE: (479) 795-0751	E-MAIL: wcravens@bcswd.com

GRANT CATEGORY

Select only one category

☒ ADMINISTRATIVE

☐ COMPOSTING

☐ EDUCATION

☐ MATERIAL RECOVERY FACILITY

☐ PLANNING

☐ RECYCLING EQUIPMENT

☐ RECYCLING PROGRAMS

☐ TRANSFER STATION WITH RECYCLING

☐ WASTE REDUCTION ACTIVITIES

PROJECT PROPOSAL

1. In one sentence, explain what will be purchased with requested grant funds.

Grant funds will be used to fund a portion of the staff salaries and expenses related to administering and implementing the Solid Waste Plan.

- | | | | |
|---------------------------|--------------|-----------------------|---------------|
| 2. Grant Amount Requested | \$ 30,090.00 | 3. Total Project Cost | \$ 301,434.00 |
|---------------------------|--------------|-----------------------|---------------|

4. Other than Recycling Grant funds, how are expenses for the continuation of this project to be funded (including maintenance, repairs, labor and operating expenses)?

DISTRICT GENERAL REVENUES

5. Who will manage the finances of this grant and how may s/he be contacted? (Who is responsible for maintaining records of income and expenses related to this grant?)

Wendy Cravens, Director, wcravens@bcswd.com or (479) 795-0751

PROJECT DESCRIPTION

On a separate sheet, please describe your proposed project and explain why it is needed. At a minimum, all grant proposals must answer Questions 1-6 on page five (5) of this form. Grant proposals for certain categories (see list on question page) must also answer questions 7-10. (*Unanswered questions or incomplete answers may delay the processing of your application.*) See the ADEQ website, www.adeg.state.ar.us/solwaste/branch_recycling/grants.htm, for example project descriptions.

PROJECT BUDGET

Except for project personnel (see next section), detailed budget information is not required. However, all items to be purchased with grant funds must be listed in question 2 of the Project Description.

PROJECT PERSONNEL

Please complete the following information about all personnel to be paid with grant funds. (Attach additional sheets as needed.)

1. Salaries, Administrative – managers, supervisors, office or support staff, educators, etc.

POSITION	SALARY (\$/YEAR)	TIME ON PROJECT (%)	GRANT FUNDS REQUESTED
Director	57909.6	100	\$6,434.40
Office Coordinator	28080.0	100	\$3,120.00

2. Wages, Operational Labor – forklift/truck drivers, line workers, baler operators, etc.

POSITION	WAGE (\$/HOUR)	HOURS ON PROJECT	GRANT FUNDS REQUESTED
See attached sheet			

PUBLIC NOTICE

All projects must be public noticed in a paper serving the relevant area and allow 30 days for comments. Work with your regional solid waste management district to assure this happens. Proofs of Publication and any comments received, or a note that no comments were received, must be submitted to ADEQ before application can be approved. See "Instructions for Public Notices" on the ADEQ website, www.adeg.state.ar.us/solwaste/branch_recycling/grants.htm, for example public notices.

GRANT #: BCO 00-12

GRANT APPLICANT: BCRSWMD

All applications must answer questions 1-6:

1. Briefly describe your current recycling/waste reduction program.

The District provides many recycling services directly as well as referral to recycling services operated by other agencies or corporations throughout our District. The District directly provides rural recycling collection locations in Pea Ridge, Garfield area, Cave Springs, Gravette and Dectaur. We also operate a drop off recycling center in Centerton. We provide glass and cardboard recycling in Bentonville. We provide collection of recyclables for several school districts and non-profits. We operate electronic waste, appliance and scrap metal recycling programs and Household Hazardous Waste reuse and recycling program.

2. Tell us more (than the one sentence on page 1) about how grant funds will be used by providing details about what you plan to purchase, how you will use these items and why they are needed. A portion of the grant funds will be used to pay for a percentage of the salaries of all district staff members as their duties are directly related to implementation of the District's solid waste plans and programs. In addition, grant funds will be used to pay for operating and maintenance expenses related to operating the district's various programs.

a. If purchasing equipment or building/improving facilities (including parking lots and fencing), provide a detailed description of these items, including dimensions for facilities. The description may include bid specifications, equipment brochures, drawings, photographs, etc. N/A

b. If purchasing mechanical processing equipment or building/improving facilities, tell us how you determined that existing equipment/facilities, including any available in the private sector, are not serving or could not serve the area. If similar equipment/facilities are available in the private sector, provide a statement of cooperation or acceptance from the affected entity. N/A

c. For construction projects (including building modifications, parking lots and fencing), please tell us who owns the property. N/A

3. How will this project enhance/improve your current program? This project will allow the District to continue to implement the many solid waste management programs which the District Board has determined to be needed by the citizens of Benton County

4. If your application is approved, what steps will you take to start this project? Projects must start before pre-applications for the next grant round are submitted (due July 15). This is an on-going project and funds will be expended for eligible expenses as they are incurred.

5. If funds remain after you complete the project described in #2 above, what will you do with these funds? All funds must be spent within three years of disbursement to the district. No funds will remain from this project as the actual total costs for the operation of these programs far exceeds the grant fund amount.

6. How do you keep the public informed about the recycling, waste reduction and educational opportunities provided by your program? Include messages (i.e., how to recycle, why reduce waste, etc.) and methods (radio spots, newspaper ads, brochures, etc.) you plan to use. We provide a comprehensive website which details the information as well as produce printed materials, conduct presentations to a wide variety of civic and public groups, work with our Community Advisory Committees to distribute information, provide knowledgeable staff members who can assist citizens.

Grant Proposals for Composting, Material Recovery Facility, Recycling Equipment, Recycling Programs, Transfer Station with Recycling, and Waste Reduction Activities categories must also respond to the following questions:

7. Operational Basics:

- a. What are the days and hours of operation for the program, equipment or facility? _____
- b. What is the physical location (address) for the equipment or facilities? _____
- c. If composting, provide a physical location (address) where organics will be composted. _____

8. Expected Results:

- a. What materials will be collected and/or processed as a direct result of this project? Please underline any items that will be new additions to your program. _____
- b. What are the plans for selling or reusing these materials? _____
- c. How much new/increased tonnage do you expect to collect or divert as a result of this project? _____

9. Tracking Results: Grantees are required to report tonnage collected and revenue received for a minimum of five years after the grant is awarded.

GRANT # BCO 00-12

PROJECT PERSONNEL-OPERATIONS SALARIES

Position	Salary (\$/Yr)	Time on Project	Grant Funds Requested
HHW Manager	\$ 32,445.00	100%	\$ 3,605.00
Recycling Driver	\$ 26,208.00	100%	\$ 2,912.00
Recycling Operator	\$ 28,080.00	100%	\$ 3,120.00
E-Waste Operator	\$ 26,208.00	100%	\$ 2,912.00

MINIMUM CONDITIONS OF RECYCLING GRANTS

All grants are subject to the requirements of A.C.A. 8-6-601 et. Seq. and Arkansas Pollution Control and Ecology Commission Regulation 11, Chapter Four: Solid Waste Management and Recycling Grants Program.

The following items are not eligible for funding from recycling grants:

Taxes, other than sales
Reimbursement of funds

Retroactive purchases
Legal fees

Licenses or permits
Vehicle registration

GRANT RECIPIENTS AGREE TO:

- ♦ Actively develop a recycling program, as outlined in the grant application, and expend all grant funds in the three (3) years following the date of the grant award by the department.
- ♦ Actively seek to market or reuse the materials diverted under the recycling program from deposition in landfills in the period of three (3) years following the date of the grant award by the department.
- ♦ Start grant project before July 15, the date pre-applications for the next grant round are due to the department.
- ♦ Use facilities or equipment purchased with grant funds no less than 50 percent of the time on the purposes specified in the grant application.
- ♦ Use any interest earned on grant funds exclusively for recycling programs consistent with the Regional Solid Waste Management District's Solid Waste Management Plan.
- ♦ Maintain an orderly accounting system to document grant expenditures. This includes keeping copies of all bids, paid invoices, canceled checks, and other appropriate paperwork.
- ♦ Report for five years after receipt of grant funds or until all funds are expended, as directed by statute and regulation.
- ♦ Conform to all state laws on the purchase, use or sale of equipment and facilities secured with grant funds.
- ♦ Seek competitive bids or requests for proposals (RFP) for purchase of equipment or services as required by state and local procurement laws.
- ♦ Receive written approval from the Board and the department for any modifications to the grant, including requests for time extensions.
- ♦ Receive written consent from the Board and the department before selling, trading or transferring facilities or equipment.

REGIONAL SOLID WASTE MANAGEMENT DISTRICT BOARDS AGREE TO ensure recipients conform to requirements and to:

- ♦ Establish or designate at least one adequate recyclable materials collection center in each county as required in Arkansas Pollution Control & Ecology Commission Regulation 28.
- ♦ Ensure the grantee show adequate revenues are being collected to support the long-term operation and maintenance of a grant-funded project prior to the disbursement of grant funds.
- ♦ Ensure all applicable federal, state and local permits and licenses have been obtained.
- ♦ **Ensure the project has begun before disbursing funds.**
- ♦ Notify ADEQ in the event a recipient has not met conditions of the approved grant application.
- ♦ Ensure that the project is compatible with the approved RSWMD plan on file with ADEQ or submit documentation demonstrating why a deviation is necessary.
- ♦ Compile annual reports as required.

ADMINISTRATIVE REQUIREMENTS

All grants are subject to audit. Department personnel have the right of access to all records pertaining to grant-funded projects or activities.

Grant application must include: completed form, answers to Project Description questions, and Proof(s) of Publication as required. Copies of any comments received regarding the grant request shall be forwarded to ADEQ. If no comments are received, send an e-mail to your ADEQ Recycling Coordinator stating such at the end of the comment period.

Incomplete grant applications will not be considered and may delay processing of grant funds.

Signature and Certification

The authorized representative of the organization applying for the grant and the Regional Solid Waste Management Board Chairman both must sign and date the application. The authorized representative must have the authority to obligate the applicant's resources.

I certify that to the best of my knowledge, the information provided in this application and its attachments is correct and true. I understand and agree that if grant money is awarded as a result of this application, I will comply with all applicable statutory and regulatory provisions and with applicable terms, conditions, and procedures of the Recycling Grants program. I have read and agree to abide by the Minimum Conditions of Recycling Grants. I certify that all proposed activities will be carried out and that all grant money received will be utilized solely for the purposes for which it is intended unless written authorization to modify the project is provided by the Regional Solid Waste Management District Board and the Arkansas Department of Environmental Quality.

X Wendy Crawen 8/3/12
Applicant's Authorized Representative and Title Date

X John L. ... 9-20-12
RSWMD Board Chairman Date

THE ABOVE-REFERENCED GRANT IS HEREBY APPROVED.

X _____
ADEQ Recycling/Market Development Branch Manager Date

X _____
ADEQ Solid Waste Management Division Chief Date

X _____
ADEQ Chief Deputy Director Date



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X Wendy Crawen
Applicant's Authorized Representative and Title

8/3/12
Date

X [Signature]
RSWMD Board Chairman

9-20-12
Date

THE ABOVE-REFERENCED GRANT IS HEREBY APPROVED.

X Robert S. Hunter
ADEQ Recycling/Market Development Branch Manager

2/4/13
Date

X [Signature]
ADEQ Solid Waste Management Division Chief

2/8/2013
Date

X Karen Bassett
ADEQ Chief Deputy Director

2/8/13
Date

ADEQ
ARKANSAS
Department of Environmental Quality

GRANT NUMBER: BCG 00-12