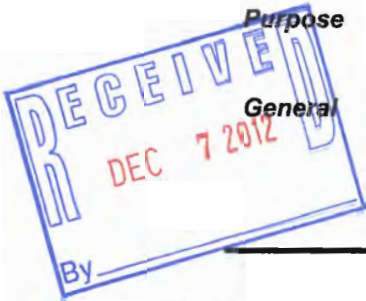


Recycling Grants Application

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: Boston Mountain Solid Waste Dist	CONTACT: Ralph Prince
ADDRESS: 11398 Bond Road	CITY: Prairie Grove
COUNTY: Washington	ZIP CODE: 72753
PHONE: (479) 846-3005	E-MAIL: rprince@bmswd.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

- In one sentence, explain what will be purchased with requested grant funds.**
Funds for Educational expenses for interlocal agreement salaries and programs.
- Grant Amount Requested \$ 45,000.00
- Total Project Cost \$ 95,750.00
- Other than Recycling Grant funds**, how are expenses for the continuation of this project to be funded (including maintenance, repairs, labor and operating expenses)?
Funds from the general account and from the sale of recycle materials are used.
- 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?)
Ralph Prince, Interim Director, 11398 Bond rd, Prairie Grove, Ar 72753



GRANT NUMBER: BMT01-12

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.)

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

POSITION	SALARY (\$/YEAR)	TIME ON PROJECT (%)	GRANT FUNDS REQUESTED
Yet unnamed Educator	15000	100%	\$15,000.00
Yet unnamed Educator	15000	100%	\$15,000.00
Yet unnamed Educator	15000	100%	\$15,000.00

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

POSITION	WAGE (\$/HOUR)	HOURS ON PROJECT	GRANT FUNDS REQUESTED
Grant Administrator/ Director	46500	5%	\$2,000.00
Not taking this out of grant per 2/18/13 e-mail from district. B&J			

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.

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	Retroactive purchases	Licenses or permits
Reimbursement of funds	Legal fees	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  12-4-2012
Applicant's Authorized Representative and Title Date

X  12-4-12
RSWMD Board Chairman Date

THE ABOVE-REFERENCED GRANT IS HEREBY APPROVED.

X  4/08/13
ADEQ Recycling/Market Development Branch Manager Date

X  4/17/2013
ADEQ Solid Waste Management Division Chief Date

X  4/24/13
ADEQ Chief Deputy Director Date

2012 ADEQ Recycling Grant Proposal Questions

Project Grant Number: *BMT01-12*

- 1. Describe your current recycling program. Explain how it fits into your local solid waste management program and the overall district solid waste plan.** — *see also paragraph after answer to question 12.*

The Boston Mountain Solid Waste District's recycling program involves education, service and collection and processing for sale to recycling brokers of Plastics #1 through #7; newspapers, mixed office papers, cardboard, chip board, glass, steel, aluminum, tin and often times hard grind-able plastics without a number. This program fits well within in the Districts plan to make accessible to both city and rural residents a collection and separation process for individuals to learn and become familiar with recycling.

*Byd
2/20/13*

- 2. How will the proposed project enhance or improve the current recycling program?**

These grant funds will enhance the education of the public informing the public of the collection and efficiency of the recyclables collected at the various Drop off collection centers across the Boston Mountain Solid Waste District. With the use of additional educational staffers we will fully be able education and inform the citizens of all ages about our District programs. The focus will be on finding more ways to separate recyclables from the overall waste stream – thereby diverting more materials from the landfill. These funds will help to establish through education and the end result will be a noticeable increase in the voluntary diversion of these items from the local landfill.

- 3. What will the project accomplish and how will it be accomplished?
How will the success of the project be measured?**

This project will allow for a more information being placed out for the public on ways and how to recycle. Measurement will be on personal contacts, contacts within the public schools and also information gathered from a more aggressive program to education public officials and those decision makers in not only the flow of solid waste, but in ways to divert the recyclables from our area landfill. The project will be measured in actual hours spent in educational venues be in in the public schools, to public officials and decision makers and time spent getting the message of recycling out to the general public in festival, events, and meetings.

- 4. What actions will be taken to begin the project before pre-applications for the next grant round are submitted to ADEQ (July 15)? What**

actions will be taken to complete the project and spend all the grant funds within three years?

Educational opportunities will begin immediately with more and diverse segments of our area citizens being exposed to recycling and specifically targeting the message focused on recyclables diverted out of their waste stream. We will have no problems completing this grant amount with the next three years. There is a greater need for additional funds, as there are always educational venues and opportunities in this growing area. There will be no trouble in expending this grant well before the time period of three years.

5. Who will participate in and benefit from this project? How will they participate or benefit? If partnerships are involved, describe each partner's role in the project.

The overall benefit will be to the citizens of Boston Mountain Solid Waste District and the State of Arkansas. We have a great partnership formed with an inter local agreement with both Washington County and Madison County to be providing partners in this program. Each county and the District will share its personnel, information, resources and opportunities for these educators to send form the same message in one form – rather than three messages from three different organizations. We can focus more on the message than who is delivering that same message. For example, Washington County, with ample office space, will house the educators, a central office will oversee the classroom opportunities and thus the assignments to go into schools, senior centers, civic clubs and other venues where educational services are requested.

6. How will the public be made aware of recycling or other opportunities provided by this project? Describe the educational message to be delivered and the method(s) of delivery. When available, provide a copy of any materials developed.

All of our educators will strive to be publicity minded. With the interlocal agreement for educational services resources will be shared and our publicity of the services being offered within the District can only be amplified with a well trained staff to offer advice or answer questions. We have an aggressive public relations campaign and press and public relations drive that gets the message out very well. As an example, last year, our pre-event and press campaign for a free electronics drop off drive – netted over 100 tons of materials diverted to its proper purpose as recyclable products. We will continued the educational message for residents to recycle and help divert items from the local landfills and thusly keep a cleaner and greener

Arkansas. A new brochure of the District's programs is being developed and will be available at mid-year.

- 7. Does existing mechanical processing equipment or facilities adequately serve the relevant area? If yes, the regional solid waste management board must determine that the requested equipment or facility is an indispensable component and would more efficiently serve the relevant area. Submit the board's rationale for the determination with the grant application.**

This question does not apply to the educational funding for the District.

- 8. If purchasing equipment or constructing facilities, provide a detailed description of these items. The description may include specifications, equipment brochures, drawings, illustrations, etc.,**

This question does not apply to educational funding for the District.

- 9. Provide the days and hours of operation and the physical location (address) for the equipment or facilities.**

Those involved in the educational funding for the grant will keep office hours between 8 a.m. and 4 p.m. daily and after hours were necessary. The educational staff will be house at 2615 South Brink Drive, Fayetteville, Arkansas or at 111398 Bond Road, Prairie Grove, Arkansas, the District Headquarters.

- 10. What materials will be collected as a direct result of this project? What are the plans for selling or reusing the materials? If composting, provide a physical location where the organics will be composted.**

With a vibrant education program in place, we feel the materials to be collected are all plastics #1 through #7, glass, newspapers, office paper, junk mail, plastic sacks, tin and aluminum cans, books, and other standard recycling items our District accepts. There will be no composting processes at this time at the District level but the educators will speak and answer questions on individual composting as needed in such forums.

11. How will be volume collected for recycling or diversion and revenue received as a result of this project be measured and recorded? Who is responsible for maintaining these records and how may she/he be contacted? Provide an estimate of new or increased tonnage collected or diverted as a result of this project?

The Solid Waste District will have weights for all the products collected. The Director of the Boston Mountain Solid Waste District will manage the records and can be contacted at Boston Mountain Solid Waste District, 111398 Bond Road, Prairie Grove, Ark., 72753. We estimate a small increase in overall recycling totals from the previous year from the same totals.

12. Will the expended project generate revenue? How? Will this revenue be enough to continue or expand the project?

This project will generate revenue through the sales of the recyclables. However the revenue will not sustain this educational program or expand it without assistance from the general budgets of the Boston Mountain Solid Waste District, Washington County and Madison County at this present time.

Revision to answer to question 1.
Per 2/18/13 e-mail from district.
Bd

The environmental education program in the district has a variety of topics that they are focusing on related to solid waste management and source reduction, as well as, a variety of methods they use to reach the district populations. For example, as an ongoing program the interns and full time educators go into the schools in the district to provide papermaking, candle making, composting, etc. Also, educators send out e-newsletters, work at community events, develop community and program specific flyers and brochures in multiple languages, and assist schools with their recycling programs. Here is the website for some of the education programs currently offered in the district <http://co.washington.ar.us/index.aspx?page=194> This is done in Washington and Madison Counties.

Item BMT01-12	Grant Request	Budget	Admin Information
Grant coordinator		\$ 2,000.00	5%
Educator		\$ 15,000.00	100%
Educator		\$ 15,000.00	100%
Educator		\$ 15,000.00	100%
Total Salaries		\$ 47,000.00	
Office supplies		\$ 3,500.00	100%
General Maint		\$ 3,000.00	100%
educational supplies		\$ 5,000.00	100%
Insurance		\$ 6,000.00	100%
<u>Travel@ .50 per mile</u>		\$ 11,250.00	100%
fuel		\$ 17,500.00	100%
Travel expenses/per diem		\$ 2,500.00	100%
Project Total		\$ 95,750.00	

Recycling Grants Applications Summary

Purpose The purpose of this form is for Regional Solid Waste Management Boards to provide information required by statute and regulation for recycling grant applications submitted to the ADEQ. **This form must be completed and submitted with grant applications.** See page 2 for instructions. Use additional forms if needed.

District & Allocation Boston Mountain: \$242,929.00

GRANT NUMBER	AMOUNT REQUESTED	PROJECT COMPATIBLE WITH DISTRICT PLAN?(1)		PROJECT DUPLICATES EQUIPMENT/FACILITIES?(2)	
BMT00-12	\$ 30,562.00	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
BMT01-12	\$ 45,000.00	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
BMT02-12	\$ 10,000.00	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
BMT03-12	\$ 25,000.00	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
BMT04-12	\$ 30,000.00	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
BMT05-12	\$ 25,000.00	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
BMT06-12	\$ 30,000.00	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
BMT07-12	\$ 9,950.00	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
BMT09-12	\$ 30,000.00	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	\$	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	\$	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	\$	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	\$	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	\$	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	\$	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	\$	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
TOTAL	\$ 235,512.00	(1) "No" answers require explanation of why deviation is necessary. (2) "Yes" answers require rationale for why duplication is needed.			

Is TOTAL less than or equal to Allocation? Yes No

X. M. ...
RSWMD Board Chairman

12-4-12
Date Approved

ADEQ
ARKANSAS
Department of Environmental Quality

BMT01-12

Recycling Grants Application Checklist

Grant ID BMT01-12

Grant Amount \$ 45,000

Page 1 information complete (contact, category, one sentence explanation, funding to continue, financial manager)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	District - Education
Grant amount is less than or equal to total project cost	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Current program described	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Describes recycling program not education program - rev'd update 2/19/13
Details about what will be purchased (what will be purchased, how will it/they be used, why are they needed)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Didn't answer how used/why needed but gave for salaries & explained what the educators will be doing
Equipment or construction —detailed description, including dimensions for facilities	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
Equipment or construction —how determined there is no duplication; statement of cooperation or acceptance.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
Construction —who owns property (public, private, non-profit)	<input type="checkbox"/> Pub	<input type="checkbox"/> Pri/ <input type="checkbox"/> NP	<input checked="" type="checkbox"/> N/A
Enhances/improves current program?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Plan to begin before July 15?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Plan to use remaining funds?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Public awareness plan described	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
EQUIPMENT, MRF, TS, RECYCLING PROGRAMS, WASTE REDUCTION ACTIVITIES			
Days, hours and address	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
Physical location for composting	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
Items to be collected/processed	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
Plans for selling/reusing materials	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
Estimate of new/increased tonnage	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
Volume/revenue tracking	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
Generate revenue?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A

Answer on first application reviewed per district.

Application summary completed & returned by District Yes No

Recycling Grants Application Checklist

Return to: Gillham Spetich

Route to: _____

Items to be purchased are listed in Q. 2	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Only Educators salaries from grant.
Project Personnel are listed	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	N/A Grant admin/Director? Too much for grant - just educators - 746,000
Applicant/Authorized Rep signature	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
RSWMD Board Chair signature	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Proof of Publication	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	No notice from Madison Co. paper
Past Comment Period	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Comments received	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Grant number indicated on each page	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Added

ADDITIONAL NOTES

Looks like he just pulled the project description from last year's application (different questions than ~~last~~ this year's).

FOLLOWING REVIEW

Three ADEQ signatures	Completion Date
Complete Approved Application Follow-through	Completion Date