



Recycling Grants Application

2011

Fiscal Year 2012

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: MCRSWMD	CONTACT: Laura Washington
ADDRESS: 200 W. Walnut Rm. 204	CITY: Blytheville
COUNTY: Mississippi	ZIP CODE: 72315
PHONE: 870) 763-3212	E-MAIL: ljwashington@mcagov.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 will be used for various administrative purposes and salary.

Grant Amount Requested \$ 2,271

Total Project Cost \$2,271

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

Expenses is dependent upon this grant only.

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?)

Laura Washington, MCRSWMD Recycling Coordinator at the Mississippi County Judge's office 870-763-3212.



GRANT NUMBER: MC000-10

MCO00-10: Administrative

The Mississippi County RSWMD is comprised of various recycling projects in municipalities throughout the county as well as a tire collection site at the county landfill.

Administrative funds will provide the necessary material needed to enhance the work efforts for the benefit of recycling in Mississippi County.

The success of this effort will be reflected in the continual growth of the recycling projects as more and more people participate in these efforts.

The district recycling subcommittee will meet and plan the appropriate use of the grant funds so that program objectives are achieved. Funds from the County general account will be used for continual administration efforts once funds are depleted.

As the district carries out the recycling programs, the residences will become more and more involved. Administrative funds enable the district to accomplish and maintain the needs of the program so that these programs can continue and grow.

The overall goal of our recycling programs is to increase the amount of recycled materials collected and also reused in the community; as well as reducing the materials placed in the landfill. Community residents are made aware through community events, media ads, and radio announcements.

PROJECT BUDGET

Please provide a separate sheet showing the budget for this project using the following headings and categorizing the expenditures using the numbered information as guidance. (See the example budget in the Overview & Application Instructions for one way of doing this.)

List of Items – Grant Request (\$) – Organizational Budget (\$) – Additional Information

Item	Grant Request	Organizational Budget	Additional Information
Administrative	\$2,271	\$	

- Salaries, Administrative – List project personnel, by position. Provide the percentage of this position's time to be devoted to the grant project in the additional information column. Salaries for managers, supervisors, office or support staff and educators should be included in this listing.
- Salaries, Operational Labor – List project personnel, by position. Provide the percentage of this position's time to be devoted to the grant project in the additional information column. Salaries for forklift drivers, line workers, baler operators, etc., should be included in this listing.
- Professional Services – List consultants, contractors, or others who will provide specialized services. List services to be provided in the additional information column.
- Facilities – Costs associated with construction or expansion of recycling facilities. List percentage of the facility's time and/or space to be devoted to this project in the additional information column.
- Equipment – Capital items (items whose lifespan would normally extend beyond a calendar year) to be purchased. List percentage of time this equipment will be used on this project in the additional information column.
- Maintenance & Repairs – Costs associated with the upkeep and maintenance of facilities or equipment.
- Materials & Supplies – Items that are expendable or consumed during the project. This may include office supplies such as paper, ink, envelopes, etc. or operational supplies such as baling wire, plastic bags, gloves, etc.
- Transportation – Anticipated expenses for trucking, shipping or hauling recyclable materials.
- Training – Costs associated with training staff, board members or applicants in areas directly related to recycling.
- Education & Promotion – Costs, excluding salaries, to educate the public or promote the recycling program.

Don't forget to total the amounts for the Grant Request and Organizational Budget columns by category and provide a grand total.

Appendices that provide more information to help reviewers better understand the grant request may be included with complete grant application.

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	Retroactive purchases	Vehicle registration
Reimbursement of funds	Legal fees	Utilities
	Licenses or permits	

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 that grant expenditures are made in accordance with project budget. 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, whichever is longer, 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 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 project or activity.

Grant application must include: answers to the Project Proposal questions, a complete Budget and Proof of Publication, as required. Copies of any comments received regarding the grant request shall be forwarded to ADEQ.

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 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 subsequently 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 is provided by the Regional Solid Waste Management District and the Arkansas Department of Environmental Quality.

X Laura Washington 10/24/11
Applicant's Authorized Representative and Title Date

X Randy L. Camp 10/24/11
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

2010 Project Budget

Budget for grant money to be used for various recycling administrative activities, and the purchase of recycling equipment and recycling bags.

Item	Grant Request	Organizational Budget	Additional Information
<u>Administrative</u>	2,271		
Salary		200	20% of time on project
Admin. activities		<u>2,071</u>	
Adminstrive Totals		2,271	
<u>Equipment</u>			
Truck			
Towing package			
Trailer	44,696	37,696	100% of time on project
Recycling bags		7,000	100% of time on project
Leaf Vaccum	28,300	21,500	100% of time on project
Equipment Totals			
BUDGET TOTALS	\$75,267		

ADMINISTRATIVE REQUIREMENTS

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

Grant application must include: answers to the Project Proposal questions, a complete Budget and Proof of Publication, as required. Copies of any comments received regarding the grant request shall be forwarded to ADEQ.

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 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 subsequently 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 is provided by the Regional Solid Waste Management District and the Arkansas Department of Environmental Quality.

X Laura Washburn 10/24/11
Applicant's Authorized Representative and Title Date

X Randy K. Camp 10/24/11
RSWMD Board Chairman Date

THE ABOVE-REFERENCED GRANT IS HEREBY APPROVED.

X Robert Hunter 1-11-12
ADEQ Recycling/Market Development Branch Manager Date

X [Signature] 1/11/2012
ADEQ Solid Waste Management Division Chief Date

X Kenneth Bassett 1/23/12
ADEQ Chief Deputy Director Date