



# 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: CITY OF BLYTHEVILLE - MCRSWMD	CONTACT: LAURA WASHINGTON
ADDRESS: 200 W. WALNUT, ROOM 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 purchase a 2011 Ford F150 truck with towing package and dual axil trailer, drop-off trailers, and curbside recycling bags.

Grant Amount Requested \$44696

Total Project Cost \$44696

Other than Recycling Grant funds, how are expenses for the continuation of this project to be funded (including maintenance, repairs, labor and operating expenses)? The City of Blytheville will be responsible for maintenance and up keep of the equipment.

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, Mississippi County Judge's Office, 870-763-3212



GRANT NUMBER: MCO01-10

MCO01-10: City of Blytheville – truck w/towing package, trailer; recycling blue bags

1. – 12. City of Blytheville, which is part of the Miss. Co. Regional Solid Waste Management District, operates a curbside recycling program. The City of Blytheville will use grant money to purchase the following equipment:

1) F150 truck, 2) Towing package, 3) Trailer, and 4) Recycling blue bags

The City of Blytheville is divided into 5 zones. Each zone will be visited once during the week to pick up recyclable materials. It is estimated that it will take approximately five hours to thoroughly cover one zone. Thus the entire area can be visited at least once a week using the equipment Monday through Friday. Because of the smaller areas of pickup on any given day, the truck pulling the trailer will be sufficient enough for the workload.

This project is crucial to the Mississippi County Solid Waste plan. It is Mississippi County's objective to effectively reduce the amount of waste that is currently pouring into the landfill. By doing so, the county will reduce the time, labor and expense of maintaining the landfill and also prolong the life of the landfill. This will also benefit and help preserve of ecology of Mississippi County.

The City will reassign the trash routes to include the equipment. On the trash pickup day for the assigned zone, residents will place two blue recycling bags, one containing plastic and aluminum and the other containing paper on the curb. The equipment will be used to follow the City's regular trash trucks and pick up the bags. Increased estimated tonnage collected will be from two to three pounds extra on a daily route.

.The City of Blytheville has an agreement with NuWay Facility LLC . The City trucks will take the materials to NuWay to be processed.

The Director of the City of Blytheville Public Works will keep a running record of tons generated. Even though the program will not directly generate revenue, the curbside pickup helps the citizens become more earth friendly by recycling plastic, aluminum and paper. It saves the city as a whole economically by reducing the amount of waste in regular household garbage. And also, reduces the amount of waste that goes into the County Landfill.

The success of this project will be measured in how many bags are actually collected.

Residents can pick up blue bags at the City Water Company.

The equipment will be maintained and stored at the City of Blytheville Public Works Department located at 300 S. 10<sup>th</sup> Street, Blytheville, AR 72315.

The overall goal is to implement a curbside recycling program in other communities throughout Mississippi County, one city at a time; one school district at a time until it becomes an effective working program. And also, to become more dependent on recycling than using the County Landfill for exposing recyclable materials. Community awareness is made through the use of the media, visual signs and

public events to educate and help draw residents into making recycling their first option of disposing recyclable solid waste.

# 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
Truck/towing pkg	\$ 46,646	\$ 37,696	

1. 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.
2. 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.
3. Professional Services – List consultants, contractors, or others who will provide specialized services. List services to be provided in the additional information column.
4. 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.
5. 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.
6. Maintenance & Repairs – Costs associated with the upkeep and maintenance of facilities or equipment.
7. 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.
8. Transportation – Anticipated expenses for trucking, shipping or hauling recyclable materials.
9. Training – Costs associated with training staff, board members or applicants in areas directly related to recycling.
10. 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.

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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
Blue bags	\$46,646	\$ 7,000	

1. 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.
2. 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.
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STATE OF ARKANSAS  
CONTRACT EXTENSION

AWARD NO: SP-10-0001

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**ITEM 10: TYPE PAB-Compact Pickup Truck, Extended Cab, Short Bed**  
**AASIS MATERIAL #10011620**  
**ADDENDUM 2 STANDARD SPECIFICATIONS; PAGE 80**  
**VENDOR: LANDERS DODGE**

MFG & MODEL: DODGE DAKOTA **\$13,863.00**

HORSEPOWER & TORQUE: 210/235 ENGINE & CYLINDER SIZE: 3.7L/V6

City & Highway MPG estimates: 15 City/20 Hwy/17 Combined

ETHANOL FLEXIBLE-FUEL VEHICLE (E85) AVAILABLE **N/A**

Approximate delivery 90 days A.R.O.

Delivery Charge for AR Cooperative Purchasing Program Participants: **\$1.25/mile/vehicle**

OPTIONS:

DL. Daytime Running Lights **\$40.00**

LS. Differential: limited slip, ratio as recommended by manufacturer. **\$295.00**

PO. Automatic Speed Control (may be dealer installed but of same manufacturer as vehicle) and tilt steering wheel. **STANDARD**

QH. Long Wide Pickup Bed **N/A**

TO. Without Air Conditioning **N/A**

ZO. Transmission: manual with a minimum of three (3) forward speeds and one (1) reverse. **N/A**

STATE OF ARKANSAS  
CONTRACT EXTENSION

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## ADDENDUM 2: TYPE PAB: Compact Pickup Truck, Extended Cab, Short Bed

- A. STANDARD EQUIPMENT: Each Short Wide Bed Pickup Truck shall be equipped as follows:
- a. Air Conditioning: factory installed, and manufacturer standard tinted glass in all windows.
  - b. Alternator: type recommended by manufacturer for truck as equipped.
  - c. Antifreeze: serviced to -29°C (-20°F) or lower.
  - d. Battery: Maintenance free, type recommended by manufacturer for vehicle as equipped.
  - e. Bumpers: standard front, heavy-duty step type rear.
  - f. Engine: gasoline engine of manufacturer's standard size for truck as equipped.
  - g. Horsepower/Torque: minimum of 143 hp rating and 180 lb torque
  - h. License Plate Brackets: front and rear.
  - i. Short Wide Pickup Bed.
  - j. Mirrors: two (2) outside, low mount, right and left.
  - k. Operator's Manual.
  - l. Paint: one (1) standard exterior color selected from manufacturer's standard list and specified by ordering entity.
  - m. Power Brakes: Factory installed.
  - n. Power Steering.
  - o. Power Windows and Door Locks: factory installed.
  - p. Radio: factory installed in dash AM/FM.
  - q. Tires: five (5) radial, tubeless, type recommended by manufacturer for vehicle as equipped.
  - r. Transmission: automatic, with a minimum of three (3) forward Speeds and one (1) reverse.
  - s. Upholstery: manufacturer's standard materials and colors to coincide with exterior color.
  - t. Extended Cab
- B. OPTIONAL EQUIPMENT: Purchaser may select from the following:
- DL. Daytime Running Lights
  - LS. Differential: limited slip, ratio as recommended by manufacturer.
  - PO. Automatic Speed Control (may be dealer installed but shall be from same manufacturer as vehicle) and tilt steering wheel.
  - QH. Long Wide Pickup Bed.
  - TO. Without air conditioning.
  - ZO. Transmission: manual, with a minimum of three (3) forward Speeds and one (1) reverse.

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

X Ray 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>	
<b>Adminstrive Totals</b>		<b>2,271</b>	
<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
<b>Equipment Totals</b>			
<b>BUDGET TOTALS</b>	<b>\$75,267</b>		

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X Laura Washmyr 10/24/2011  
Applicant's Authorized Representative and Title Date

X Ray L. Camp 10/24/2011  
RSWMD Board Chairman Date

THE ABOVE-REFERENCED GRANT IS HEREBY APPROVED.

X Robert J. Hunt 4-10-12  
ADEQ Recycling/Market Development Branch Manager Date

X Paul Linn 4/10/2012  
ADEQ Solid Waste Management Division Chief Date

X Karen Bassett 4/10/12  
ADEQ Chief Deputy Director Date

### MCO01-10, City of Blytheville, Recycling Equipment

1. What actions will be taken to begin the project before pre-applications for the next grant round are submitted to ADEQ (July 15)?
  
2. What actions will be taken to complete the project and spend all grant funds within three years?
  
3. Does existing mechanical processing equipment or facilities adequately serve the relevant area?
  - a. 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. [Arkansas Code §8-6-509 (c) (2)]
  
4. One sentence project explanation and project narrative both state a Ford F150 will be purchased. Spec sheets show compact trucks. Please explain.
  
5. Budget does not include the purchase of trailers. One sentence project explanation states the city will purchase a dual axle trailer and drop-off trailers. The project narrative states a trailer will be purchased.
  - a. Will the city be purchasing the trailer separate from the grant funds?
  
  - b. If trailer is to be purchased with grant funds, what kind of trailer is to be purchased?
  
6. Please complete the budget form included in this message.

### MC001-10, City of Blytheville, Recycling Equipment

1. Currently, the city of Blytheville had initiated a recycling program and has purchased bags and provides a service of picking up recyclables separate from the regular garbage. We have entered into a contract with an independent recycling facility to handle our recyclables.
2. The action that will be taken will be to continue the purchase of the blue bags and to purchase a vehicle and a trailer that will enable us to prevent any combining of trash and recyclable pick up. To purchase recyclable bins and to strategically place them within the city of Blytheville to recycle.
3. No. We entered into an agreement with an independent recycling business.
4. The use of the Ford F150 will be used for the areas in and around Blytheville and will be only used to pull a trailer to pick up recyclables. Efficiency and gas savings are 2 of the key components that were discovered in developing this plan.
5.
  - a. No
  - b. See attached
6. Completed budget form.

**Project Budget - MCO01-10**

Examples of costs to include in the project budget are listed in the chart below. More cells/lines may be added to include additional information under any of the categories.

Item	Grant Request (the amount that will be used from Grant funds for this project)	Organizational Budget (the amount the entity has budgeted, other than grant funds, for this project)	Additional Information
<b>Salaries, Administrative</b>			
	Grant	Organizational	Notes
			will be employed by city employees
Salaries, Administrative Totals		\$	
<b>Salaries, Operational</b>			
	Grant	Organizational	Notes
Driver			will be supplied and paid by the City of Bay Mills
Salaries, Operational Totals		\$	
<b>Equipment</b>			
	Grant	Organizational	Notes
Ford F-250 Truck	\$17,402.00		
6'4 x 18" Angle Iron Trailer	\$2300.00		
Equipment Totals	\$19,702.00		

*This budget was replaced 3/30/12*

Maintenance & Repairs	Grant	Organizational	Notes
General maintenance			city will take care of maintenance
<b>Maintenance &amp; Repairs Totals</b>			
Transportation	Grant	Organizational	Notes
Fuel for vehicles to pull trailers			city will fund fuel
<b>Transportation Totals</b>			
Professional Services	Grant	Organizational	Notes
Nu Way Contract			city has contract with Nu way for recycler.
<b>Professional Services, Totals</b>			
<b>BUDGET TOTALS</b>	\$	\$	

MCO01-10 Project Budget