



ARKANSAS
DEPARTMENT OF ENVIRONMENTAL QUALITY
MIKE BEEBE, GOVERNOR
Teresa Marks, Director

Solid Waste Management Division, Recycling/Marketing Branch

SOLID WASTE AND RECYCLING GRANTS
2010 APPLICATION FORM
(STATE FISCAL YEAR 2011)

- 1.0 NWARSWMD _____
Name of Applicant (This may be a city, county, municipality, etc.)
- 1.1 Melinda Caldwell, Executive Director _____
Contact Person (This person must be available to answer questions regarding this grant.)
- 1.2 927 W. Rush Avenue, Harrison, AR 72601 _____
Address City County Zip
- 1.3 870.688.9362 870.741.0208 (f) via@windstream.net _____
Area Code Telephone Fax E-mail

- 2.0 Grant Category: Check One (*Please select **only one** category per application.*)

- | | |
|--|---|
| <input checked="" type="checkbox"/> Administrative | <input type="checkbox"/> Material Recovery Facility |
| <input type="checkbox"/> Composting Equipment
<i>Specify type</i> | <input type="checkbox"/> Recycling Equipment
<i>Specify type</i> |
| <input type="checkbox"/> Education | <input type="checkbox"/> Solid Waste Planning |
| <input type="checkbox"/> Transfer Station with Recycling | <input type="checkbox"/> Recycling Programs |

- 2.1 Project Total Cost Grant Amount Requested
- \$111,178 _____ \$ 21,178 _____

- 3.0 **Project Description** – All grant applications, including administrative, must include a detailed project description. At a minimum, answer the following:

- 3.1 A project contact person who will be available to answer questions regarding the location of the project and/or equipment, the on-going operation, days and hours of operation.
- 3.2 **The project's goals and how the project will be conducted**, (such as, how will materials be collected and marketed, and how public awareness of the project will be increased).
- 3.3 What materials will be recycled?
- 3.4 Project location and population served by the proposed project. (Whom do you expect to participate in the program?)
- 3.5 The days and hours of operation. (If funding equipment, how many days/hours will it be used for the project?)

Project Description

The Project will help fund the cost of administrating the recycling grants program, continue educational projects within the District, and provision of technical assistance to the District Recycling Centers and the citizens who use them.

4.0 Administrative Requirements

4.1 Does the applicant hold current environmental permits required for this project?

YES No NO, BUT HAVE APPLIED NOT APPLICABLE

4.2 If existing equipment serves the project area, provide justification why this project is not a duplication of services.

4.3 Does the applicant have sufficient resources to effectively operate the project for the purpose(s) specified in the application? (**Grant recipients must show that adequate revenues are being collected to support the long-term operation and maintenance of a grant-funded project. Items such as equipment maintenance and supplies, utilities, labor and transportation costs should be considered.**)

Yes No

4.4 Projected beginning date July 1, 2010
(Date must be entered)

4.5 Projected completion date June 30, 2011
(Date must be entered)

4.6 Attach completed Budget, Appendix A

4.7 Attach signed Minimum Conditions of Grants, Appendix B

4.8 Attach proof of publication and public comments received regarding the Grant request. (*A description of the grant proposal must be inserted in a newspaper of general circulation in the area affected by the project a minimum of 30 days prior to the submission of the grant application. This must include a solicitation of written comments from the public. For a sample public notice, see Appendix C.*)

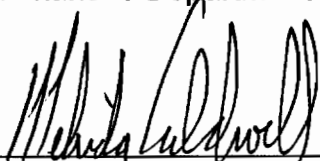
Ensure that Section 5.0 Signature and Certification is completed and accompanies each grant application.

Grant Number
NWA 00-10

5.0 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 provisions and with applicable terms, conditions, and procedures of the ADEQ grant program. 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.



Signature of Applicant's Authorized Representative

8.24.11

Executive Director _____
Title



870.743.2340 _____
Telephone Number

8/17/2010
Date



Signature of RSWMD Board Chairman

Tim McKinney _____
Print Name

8/26/10
Date

THE ABOVE-REFERENCED GRANT IS HEREBY APPROVED.




Robert Hunter (ADEQ Recycling/Marketing Branch)

10-5-10
Date



(ADEQ Solid Waste Management Division Chief)

10/5/2010
Date



(ADEQ Chief Deputy Director)

10/11/10
Date

APPENDIX A – PROJECT BUDGET
 Costs Should Be Budgeted For First Year Only.
 Revenue Should Be Projected For Three Years.

(A) **PROJECT BUDGET SUMMARY** – Fill in all applicable spaces. Total ADEQ Grant Funds Requested and Total Project Costs must match the figures shown on page one (1) of the application. Be sure to total grant funds requested, matching resources, and total costs. Providing matching resources is not mandatory to be considered for a grant but is a measure of cost effectiveness of your application.

(A) Project Budget and Summary	ADEQ Grant Funds Requested	Matching Resources*	Total Costs
1. Personnel Services		\$4,850	\$4,850
2. Professional Services (Via Recyclables, LLC)	21,178		21,178
3. Capital Outlay			
4. Services and Supplies		5,150	5,150
5. Total ADEQ Grant Funds Requested (Transfer to Pg 1)	21,178		
6. Total Matching Resources Committed to the Project		90,000	
TOTAL PROJECT COST (Transfer to Page 1)			\$111,178

*Corrected per 9/7/10
 e-mail from Melinda
 BJD 9/8/10*

(B) **REVENUE TO CONTINUE PROGRAM** – List all revenue sources, present or future, to maintain the project beyond the grant. This section must be completed.

(B) Revenue to Continue Program	Year 1	Year 2	Year 3
Grant Funds (specify type of grant) Admin Grant from ADEQ	\$21,178	\$20,000	\$20,000
Landfill Tipping Fees	\$76,700	\$76,700	\$76,700
Local Sales Tax			
Mandatory User Fees			
Sales of Recycled Material			
Solid Waste Assessment			
Other (specify)			
TOTAL REVENUE	\$97,878	\$96,700	\$96,700

APPENDIX A – PROJECT BUDGET DEFINITIONS

PERSONNEL SERVICES – Even if the applicant is not seeking Recycling Grant funds to pay salaries, this expense should be considered as part of the project cost. This expense may be considered a matching resource. List principal project personnel salaries directly on this form. Be sure to total grant funds requested, matching resources, and total costs in the space provided. This section must be completed.

PROFESSIONAL SERVICES – List consultants, contractors, etc. Services may include those of a web page designer or consultant. Be sure to total grant funds requested, matching resources, and total costs in the space provided.

CAPITAL OUTLAY – List all items to be purchased with a value greater than \$300. Include equipment, structures, and items relating to them. Be sure to total grant funds requested, matching resources, and total cost in the space provided.

SERVICES AND SUPPLIES – Include items not itemized in “Personnel Services,” “Professional Services,” and Capital Outlay.” Examples are duplicating, materials/supplies, postage, publication charges, travel, etc. Be sure to total grant funds requested, matching resources, and total costs in space provided. This section must be completed.

***Matching Resources** include cash or in-kind contributions: **In-Kind contributions** include any documented contribution, such as real estate, goods or services, and labor, and should be valued using a defensible, auditable method. For example, rates for volunteers should be consistent with those paid for similar work in other state or local government activities; donated supplies should be assigned a reasonable value not to exceed lowest fair market value.



NWA 00-10

**NORTHWEST ARKANSAS
ECONOMIC DEVELOPMENT DISTRICT, INC.
NWAEDD PLAZA
818 Highway 62-65-412 North • P.O. Box 190
Harrison, Arkansas 72602-0190
(870) 741-5404**

Regional Solid Waste Management Districts'

Powers and Duties

The Powers and Duties of the Boards of Directors of Regional Solid Waste Management Districts' were originally developed by the Arkansas General Assembly in ACT 752 of 1991. Subsequent legislation and regulation by the Arkansas Department of Environmental Quality has continued to define those powers and duties. The legislation differentiates between those powers and duties that are required and those that are optional.

Required Duties:

Planning:

- Development and approval of a 10 year management plan
- Annual updates to the approved plan (charts the progress being made toward stated goals)

Collection and dissemination of data:

- Collect data on solid waste management situations within the District
- Provide recommendations to member governments in establishing adequate solid waste management systems

Administrative Policy and Procedures

- Adopting rules and regulations that govern how the District will carry-out its delegated task.
- Rules must be consistent with State Law and provide for adequate public notice in meetings and development of policies and procedures
- Regulations and Rules must be on file with the Secretary of State and ADEQ

Certificates of Need

- Boards make decisions on whether to issue or deny a Certificate of Need application made by an individual, a company or public entity that wishes to open a transfer station, landfill, or expand a landfill.
- The methods for evaluating the certificates of need are determined in the Administrative Practices and Procedures manual.

Licensing of Waste Haulers

- All haulers of solid waste are required to obtain a license from the local solid waste management district.
- Licenses are annual and District's may charge a fee for those licenses.
- Collect information from haulers to access possible future trends and to determine underserved areas

Recycling

- Citizens within the State are entitled to the "opportunity to recycle." Districts and local governments are charged with providing that opportunity.
- Develop programs that promote recycling

Recycling Grants

- Determine how grant funds are to be used and by whom
- Keep records and report annually for five (5) years on the progress of each grant
- Yearly recycling activity surveys to ADEQ
- Retain responsibility for the grant funds and the project completion
-

Waste Tires

- Collect, transport and process and dispose of all waste tires generated in the District
- Insure each citizen is within 60 miles of a waste tire collection center
- Keep records and report quarterly and annually to the ADEQ

Illegal Dumps

- Receive complaints about illegal dumps
- Work to remediate the dumps
- Provide maps and annual reports on illegal dump activities.

Education

- Develop and maintain an educational program that informs citizens about

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Waste Disposal

- Evaluate the disposal capacity available to citizens within the District
- Insure adequate disposal capacity for citizens

Administrative Funding

- Develop a mechanism to fund District activities and to meet the requirements of State Legislation
- Approved by the Board of Directors and included in the Administrative Policies and Procedures

Waste Transfers

- District Board authorizes the flow of solid waste into or out of the District for the purpose of disposal
- The other District must also approve the transfer of waste
- Waste transfers are part of our Administrative Procedures.

Optional Duties

- Own part or all of solid waste systems including hauling companies, transfer stations and landfills,
- Issue Bonds
- Employee professionals as needed to evaluate solid waste systems and facilities
- Regulate the disposal of waste within the District providing an approved solid waste plan is in place
- Prohibit unlicensed person from operating within the District
- Practice flow-control

Planned Activities

- Focus on diversion of waste, and re-use of materials.
- Using data from the recent Waste Characterization to target specific areas of concern
- Develop training materials for presentations to high school and college classrooms
- Develop an environmental training center

APPENDIX B – MINIMUM CONDITIONS OF RECYCLING GRANTS

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

Taxes
Reimbursement of funds
Retroactive purchases
Legal fees
Licenses or permits
Land acquisition
Vehicle registration
Utilities including telephone
Office equipment

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 Five: Solid Waste Management and Recycling Grants Program: Highlights include:

Grant Recipients agree to:

- Conform to all state laws on the purchase, use or sale of equipment and facilities secured with grant funds.
- Have design plans for construction of permanent facilities with an estimated cost of \$50,000 or greater approved by a professional engineer unless otherwise approved by ADEQ.
- Seek competitive bids or requests for proposals (RFP) for purchase of equipment or services with an estimated cost of \$15,000 or greater. This should be done through an advertisement in an area newspaper of general circulation.
- Start grant project before application deadline for the next grant round. Delays must be approved in writing by both the RSWMD and ADEQ.
- Develop the recycling program presented in the application and expend all grant funds within three years. Extensions must be approved in writing by both the RSWMD and ADEQ.
- Actively seek to market or reuse materials collected in three years.
- Use any interest earned on grant funds exclusively for this or other recycling programs.
- 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 annually to the RSWMD as directed by ADEQ & the board.

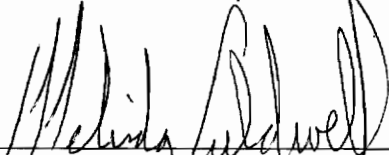
RSWMD Boards agree to:

- Establish or designate at least one adequate recyclable materials collection center in each county.
- Ensure that all applicable federal, state and local permits and licenses have been obtained; the project has begun; and adequate revenues sources for continuation of the program are in place before disbursing grant funds.
- Ensure that recipients conform to all state laws that are applicable to the purchase, use or sale of equipment and facilities secured with state funding.
- Ensure that facilities or equipment purchased with grant funds be used exclusively for the general purposes specified in the grant application.
Note: facilities and equipment purchased with grant funds may not be sold, traded or transferred without the Department's written consent.
- Require grant recipients to maintain an orderly accounting system to document that expenditures are made in accordance with project budget. This includes keeping copies of bids, paid invoices, canceled checks and other appropriate paperwork.
- Review any change order forms submitted. If approved, submit to ADEQ for final approval.
- Review requests for delay of start of grant projects. If approved submit to ADEQ for final approval.
- In the following categories, compile and submit annual progress reports to ADEQ by **August 1** of each year for a period of five years (or until all funds are expended, whichever is longer) following grant approval, *even if all grant funds have been expended*: Composting Equipment, Transfer Station with Recycling, Material Recovery Facilities, Recycling Equipment and Recycling Programs.
- In the following categories, compile and submit annual progress reports to ADEQ by **August 1** of each year for a period of five years following grant approval, or *until the expenditure of grant funds is complete*: Administration, Education, and Solid Waste Planning.
- 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.***

Grant Number
NWA00-18

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

I hereby certify that I have read and agree to the conditions of grants as stated above and contained in the pertinent legislation and regulation.



Signature of Applicant's Authorized Representative

Executive Director 870.688.9362 9/1/10
Title Telephone Number Date



Signature of RSWMD Board Chairman

Tom McNamee 9/12/10
Print Name Date