



**ARKANSAS  
DEPARTMENT OF ENVIRONMENTAL QUALITY**

MIKE HUCKABEE, GOVERNOR  
 Marcus C. Devine, Director

**Pre-Approved Grant Number**  
 APPLICANT PLEASE ENTER NUMBER

PCO 00-04

**Solid Waste Management Division, Recycling Branch  
 SOLID WASTE AND RECYCLING GRANTS  
 STATE FISCAL YEAR 2004 APPLICATION FORM**

1.0 Pulaski County Regional Solid Waste Management Dist.  
 Name of Applicant (This may be a city, county, municipality, etc )

1.1 Carol Bevis  
 Contact Person (This person must be available to answer questions regarding this grant )

1.2 410 W. Third Suite 210 Little Rock Pulaski 72201  
 Address City County Zip

1.3 ( 501 ) 340-8787 340-8785 (fax)  
cbevis@pulaskiswdistrict.org (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 Specify type	<input type="checkbox"/>	Recycling Equipment Specify type
<input type="checkbox"/>	Education	<input type="checkbox"/>	Solid Waste Planning
<input type="checkbox"/>	Market Development	<input type="checkbox"/>	Transfer Station with Recycling

2.1 Project Total Cost Grant Amount Requested  
 \$ 170,577.00 \$ 52,516.00

3.0 **Project Description** – All grant applications, including administrative, must include a detailed project description. At a minimum, answer the following:  
 3.1 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).  
 3.2 What items are/will be recycled  
 3.3 Project location and population served by the proposed project (whom do you expect to participate in the program?).  
 3.4 The days and hours of operation. (If funding equipment, how many days/hours will it be used for the project?)

**\*See attached**

3.0  
PROJECT DESCRIPTION

PCO0004

The Pulaski County Regional Solid Waste Management Dist. will allocate \$52,516.00 of the 2004 recycling grant funds for administration of projects within the district, including requesting, disbursing and reporting on the usage of grant funds. Other projects include technical assistance to the localities in the county, the household chemical collection program, special recycling educational events, coordination of Board and Technical Committee activities and other administrative requirements.

The Pulaski County Regional Solid Waste Management Dist. has worked with its municipal governments in the county to implement the most efficient, integrated solid waste management program possible for Pulaski County residents. Establishing recycling programs for the residences is key. Pulaski County has one of the most aggressive and comprehensive programs in the state and the District strives on updating and improving.

Pulaski County's population is 361, 474 and is made up of five Class 1 cities, Jacksonville (29,916), Little Rock (183,133), Maumelle (10,557), North Little Rock (60,433), Sherwood (21,511) and the Pulaski County unincorporated area (55,924).

The main goal of the District is to provide ways to increase knowledge of and participation in both local recycling services and other services not available through individual local governments, including household chemical collections, county-wide marketing, promotion and education. These services will be coordinated throughout the District office and implemented as soon as possible with the member jurisdictions.

The recycling programs covered under this administration grant collect aluminum, steel, glass, plastic, paper and household chemicals. These materials are collected from mobile recycling drop-off center, manned Saturday drop-off centers and permanent household chemical collection facilities open on Saturday and weekday schedules.

The District places a strong emphasis on education. The District host a website with a maintained recycling hotline number and recycling information and education. Greta Green, the District's recycling clown, leads educational presentations in the classroom, meetings and daycare centers. Each presentation features, displays, songs and integrated education on recycling, reuse and reduction.

The District is a regular participant in and sponsors special events throughout the County. The District sponsors household chemical collections, Pulaski County Day, USGBC, Pulaski County Kite Festival, Arkansas Flower and Garden Show and Earth Day at the Zoo .The District's booth is an educational booth.

The District teams with ADEQ to sponsor teacher workshops. The District strives to make recycling news and information readily available so that it becomes an integrated part of the teaching curriculum.

The District targets the whole citizenry in providing education and information. The website provides detailed information, newsletters are mailed out quarterly, postcards are mailed for special events and the Annual Report provides a detailed picture of solid waste management practices in Pulaski County.

The District is a partner with ADEQ, the Cooperative Extension Service, Arkansas Recycling Coalition, keep Arkansas Beautiful, local media and other Solid Waste and Planning Districts. These partnerships are crucial in providing accurate and balanced information to the public.

The municipal solid waste stream in Pulaski County is 201,699 tons. The recycling programs covered under this administration grant collect aluminum, steel, glass, plastic, paper and household chemicals. These materials are collected at drop off centers or Saturday events. Recycling programs collected 6,962 tons of material for processing and household chemical events collected 59 tons for disposal and five tons for reuse.

The Jacksonville Recycling Center is open Monday through Friday, the Sherwood drop off center is open seven days a week as is the drop off in Maumelle, the county mobile centers are on a Monday through Friday schedule, the Fairpark and McCain manned drop off centers will be open every Saturday from 7 to 12 noon. The three permanent household chemical collection centers will be open the 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> Saturdays and Tuesday, Wednesday and Thursday each week. The Saturday hours are from 7 to 12 noon and to make the weekdays more convenient the hours are from 7-9:30 am and 4-6:30 pm. The household chemical collection sites and the Fairpark and McCain recycling drop off centers are manned collection sites.

**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 X\_\_\_

**4.2** If existing equipment serves the project area, provide justification why this project is not a duplication of services. The Solid Waste District is the only residential source for recycling in Pulaski County. There is no duplication of services in Pulaski County.

**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 X \_\_\_ No \_\_\_

**4.4** Projected beginning date July 1, 2004

**4.5** Projected completion date June 30, 2005

**4.6** Attach completed Budget, Appendix A \*See attached

**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.**

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**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.

Carol Lewis  
Signature of Applicant's Authorized Representative

Recycling Coordinator      340-8787      6/22/04  
Title      Telephone Number      Date

X Floyd G. Villines III  
Signature of RSWMD Board Chairman

F.G. "Buddy" Villines III      6/24/04  
Print name      Date

**THE ABOVE-REFERENCED GRANT IS HEREBY APPROVED.**

Robert L Hunter  
Signature of ADEQ Recycling Branch Manager

07-09-04  
Date

Steve Martin  
Signature of ADEQ Solid Waste Management Division Chief

07-09-04  
Date

For office use only  
Regional Recycling Coordinator

**APPENDIX A – PROJECT BUDGET**  
**COSTS SHOULD BE BUDGETED FOR FIRST YEAR ONLY.**  
**REVENUE SHOULD BE PROJECTED FOR THREE YEARS.**

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**(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	6,180.00	81,972.00	88,152.00
2. Professional Services	10,036.00	3,089.00	13,125.00
3. Capital Outlay			
4. Services and Supplies	66,300.00	33,000.00	69,300.00
5. Total ADEQ Grant Funds Requested (Transfer to Page 1)	52,516.00		
6. Total Matching Resources Committed to the Project		118,061.00	
<b>TOTAL PROJECT COST (Transfer to Page 1)</b>			<b>170,577.00</b>

**(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.	\$52,516.00	\$52,500.00	\$52,500.00
Landfill Tipping Fees	78,712.00	82,630.80	86,762.34
Local Sales Tax			
Mandatory User Fees	39,349.00	41,316.45	43,382.27
Sale of Recycled Material			
Solid Waste Assessment			
Other (specify)			
<b>TOTAL REVENUE</b>	<b>170,577.00</b>	<b>176,447.25</b>	<b>182,644.61</b>

## 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 \$10,000 or greater. This should be done through an advertisement in an area newspaper of general circulation.
- Start grant project before pre-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 to the RSWMD for five or more years 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 revenue sources for continuation of the program are in place before disbursing grants 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 all bids, paid invoices, canceled checks and other appropriate paperwork.
- Review any change order forms submitted. If approved, submit to ADEQ.
- Review requests for delay of start of grant projects. If approved, submit to ADEQ.
- Compile and submit annual progress reports to ADEQ by **September 1** of each year for a period of five years following the disbursement of funds, or until the expenditure of grant funds is complete.
- Notify ADEQ in the event a recipient has not met conditions of the approved grant application.

**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 listed legislation and regulation.

Carol Beuss  
Signature of Applicant's Authorized Representative

Recycling Coordinator      340-8787  
Title                                      Telephone Number

6/22/04  
Date

X Lloyd G. Villines, III  
Signature of RSWMD Board Chairman

Judge F.G. "Buddy" Villines, III  
Print name

6/24/04  
Date

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## PUBLIC NOTICE

The Pulaski County Regional Solid Waste Management District will submit grant applications to the Arkansas Department of Environmental Quality for grants from the State Recycling Fund for \$386,977. The applications propose to utilize funds in the following ways: Household Chemical Collection Facilities \$90,000, Pulaski County mobile recycling trailer \$29,000, Administration \$52,516, Solid Waste Dist. Plan \$10,000, Three staffed recycling drop-off centers for Little Rock and North Little Rock 97,500, Recycling Drop-off centers in Sherwood \$12,000, Recycling Center in Jacksonville \$12,000, Recycling Drop-off Center in Maumelle \$6,000, Educational Grants \$15,744 and Supplemental Grants to existing programs \$62,217. Applications may be viewed at the District's office at the address below. Written comments may be sent to Pulaski County Regional Solid Waste Management Dist., 410 W. Third St., Suite 210, Little Rock, AR 72201. Written comments will be accepted until July 13<sup>th</sup>. Questions regarding the above may be directed to Carol Bevis at 340-8787.

Run (1) time