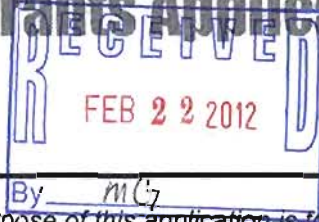


# Recycling Grants Application

# 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: SALINE COUNTY RSWMD | CONTACT: TAI MARSHALL             |
| ADDRESS: 114 W. SEVIER         | CITY: BENTON                      |
| COUNTY: SALINE                 | ZIP CODE: 72015                   |
| PHONE: (501) 776-2533          | E-MAIL: TAI@SALINECOUNTYRSWMD.COM |

## GRANT CATEGORY

Select only one category

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> ADMINISTRATIVE  | <input type="checkbox"/> RECYCLING EQUIPMENT             |
| <input type="checkbox"/> COMPOSTING                 | <input type="checkbox"/> RECYCLING PROGRAMS              |
| <input type="checkbox"/> EDUCATION                  | <input type="checkbox"/> TRANSFER STATION WITH RECYCLING |
| <input type="checkbox"/> MATERIAL RECOVERY FACILITY | <input type="checkbox"/> WASTE REDUCTION ACTIVITIES      |
| <input type="checkbox"/> PLANNING                   |  |

## PROJECT PROPOSAL

In one sentence, explain what will be purchased with requested grant funds.

This grant will be used for administration of the recycling program and to maintain/service recycling equipment.

Grant Amount Requested \$1000

Total Project Cost \$57600

**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 will be supplemented by the District's general operating account.

**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?) Tai Marshall/Office Manager, Email: tai@salinecountyrswmd.com; Office: 501.776.2533; Fax: 501.776.2553; Cell: 501.840.3014

## **PROJECT PROPOSAL (CONTINUED)**

On a separate sheet, please describe your proposed project and explain why it is needed. At a minimum, answer the following: (To curtail possible delays processing your application, please answer all questions completely. Examples of project descriptions are provided in the Overview & Application Instructions document.)

1. Describe your current recycling program. Explain how it fits into your local solid waste management program and the overall district solid waste plan.
2. How will the proposed project enhance or improve the current recycling program?
3. What will the project accomplish and how will it be accomplished? How will success of the project be measured?
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 grant funds within 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.
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.

**Grant Proposals for Composting, Recycling Equipment, Material Recovery Facility, Recycling Programs, Transfer Station with Recycling and Waste Reduction Activities should also respond to the following questions:**

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.
8. If purchasing equipment or constructing facilities, provide a detailed description of these items. The description may include bid specifications, equipment brochures, drawings, illustrations, etc.
9. Provide the days and hours of operation and the physical location (address) for the equipment or facilities.
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 organics will be composted.
11. How will the 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 s/he be contacted? Provide an estimate of new or increased tonnage collected or diverted as a result of this project.
12. Will the proposed project generate revenue? How? Will this revenue be enough to continue or expand the project?

## Saline County Regional Solid Waste Management District

### Project Proposal for Grants

SAL 00-11/SAL 01-11/ SAL 02-11 /SAL 03-11

#### Preface

The SCRSWMD has prepared a project proposal integrating all four grant applications to describe the planned projects that are integral to each other for the overall success of meeting the State's requirements for recycling and composting.

#### ADEQ Project Proposal Questionnaire

- 1) Our current recycling program consist of:
  - i) Four drop off locations that collect paper/cardboard materials, plastics 1 and 2, and aluminum and metal cans.
  - ii) One location at the landfill to collect paper/cardboard materials, plastics 1 & 2, aluminum and metal cans, white goods, E-Waste, and tires.
  - iii) The District collects weekly paper/cardboard materials from all schools within the District as well as several businesses.
- 2) The District will make several major changes next year that will lay the ground work for our 2013 plan for curbside recycling. Among the enhancements are the following:
  - i) Provide two manned centers that will collect paper/cardboard materials, all types of plastics, all types of metals, all types of glass, and fluorescent light bulbs. In addition, white goods, toys, small appliances and electronics will be collected as well for refurbishing or disassembly for materials.
  - ii) The landfill recycle center will be converted from collection to processing and will handle paper, metals and glass gathered from the curbside program and materials collected at the drop off locations and the two manned centers.
  - iii) Composting will take place at one of the manned centers. Grass and leaves can be deposited at the center for baling into hay baie size cubes. These bales will be sold to highway and construction groups to use in the place of hay bales.
  - iv) Trees and limbs will be chipped and used for ground reclamation around public areas such as the airport and in partnership with Alcoa at their mine pit locations.
  - v) Drop off locations will be provided throughout the district to collect plastics, metals and glass to be delivered to the proper processing sites within the District for processing.
  - vi) The paper/cardboard materials gathered will be baled and sold at the landfill recycle center; glass gathered will be stored at the landfill recycle center for shipment to a glass recycler; plastics will be shredded at the manned centers and placed into Gaylord or barrel containers based on the recycler; aluminum and metal cans gathered will be crushed and baled at the

landfill recycle center; fluorescent bulbs will be processed at the manned centers in alliance with a company specializing in disposal of such products.

- 3) The overall plan will have two prongs and two phases. In Phase One, a heavy educational campaign will provide information through several media outlets informing the public of how and what to recycle. Schools will play a major part in getting the information into homes. Several neighborhood associations are signing up to participate in test curbside programs that last a month in each area to monitor participation and then follow up with feedback. Convenient drop off locations will be located throughout the District that will capture recycling materials where they are purchased. Phase Two will be the activation of curbside recycling and a follow through of material collection. The goal is to increase the amount of recyclable materials captured dramatically. In this phase all recyclers will be licensed by the District to capture their numbers and types of materials being collected. The success of the project will be measured by the increased amount of recyclable materials captured and the number of participants.
- 4) Negotiations for land for both manned centers have begun and will be completed by the end of 2011. Construction on both sites will begin after engineering documents are prepared and bids released and accepted. Equipment requirements are currently being identified by recycle material end users that will meet their specs for processing materials such as plastic. All grant monies are expected to be utilized before the end of 2012.
- 5) The District has established partnerships with private companies in two areas and is looking to expand the number as opportunities arise.
  - i) Republic/District is working on the development of a paper/cardboard/aluminum/metal processing center that will require the District to purchase a horizontal baler to be placed at the landfill recycle center. The District will also provide the material handling equipment and Republic will provide the management and labor to operate the center. The partnership is also working together to identify businesses that qualify for a paper/cardboard dumpster that entitles the participating business to receive a discount on their solid waste bill.
  - ii) ESCO/District is working on an E-Waste program to collect electronics for refurbishing or disassembly. ESCO has leased 5,000 feet within the District and has begun accepting E-Waste.
  - iii) Ripple/District has yet to be started but the expectation is to collect glass and provide the material to Ripple for processing.
  - iv) Seraphim/District is negotiating on how and what they will accept in terms of plastic materials.
  - v) Civitan/District is negotiating on providing refurbished white goods, toys and small appliances to citizens in need.
- 6) The District will continue to engage newspapers, television, radio and magazine articles to inform and educate the public and businesses. Billboards will be used to announce special events planned for next year as well as booth participation at local events to distribute materials. In preparation for next year, the District has a journalist student with Pulaski Tech who provides AP ready stories/photographs in return for paid tuition. Our website has been upgraded and a Facebook page has been developed to reach out to more of our District. The school programs started this year,

- including participation in E-Waste events, Neighborhood cleanup events, and illegal dumpsite cleanup events; utilize students from all areas to gain firsthand knowledge of recycling activities.
- 7) The Board of Directors does not believe that our current programs are adequate and are demanding changes and improvements to our existing programs.
  - 8) The District will be building two recycling centers; one near the Sheriff's office and one at the Saline County Airport. The center near the Sheriff's office is a purchase and the airport center will be a land lease. Attached are an engineering survey for the purchase property and a GIS map for the leased property. Both properties will have a concrete slab with a shed roof for cover. Plastic Shredders and fluorescent tube disposal equipment are the only identified processing equipment. Skid steers with buckets and forks will also be required at each facility. Pad and building documents and equipment layout plans are being processed and will be available in the first quarter of 2012.
  - 9) The days of operation will be Monday through Friday, 8am to 4pm. A contained drop off area will be provided at both locations for evening and weekend drop off. The physical address for both sites has not been made available yet by GIS but the attached drawings provide approximate locations.
  - 10) Paper/cardboard, glass, aluminum and metal will be collected at both sites and delivered to the landfill for processing. Plastic will be collected and processed at the sites along with fluorescent tubes. The disbursement of materials is planned as follows:
    - i) Paper/Cardboard – Sell to paper mills or third party broker.
    - ii) Plastics – Sell to Seraphim or third party brokers.
    - iii) Glass – Donate to Ripple Glass for reuse in bottle and fiberglass manufacturing.
    - iv) Metal/aluminum cans – Sell to Tenenbaum for reuse.
    - v) Fluorescent tubes – Pay RecycleAir to manage materials.
    - vi) E-Waste – Donate to ESCO.
    - vii) Airport locations only – Accept leaves and grass trimmings for baling and sell to road departments and construction companies.
    - viii) Airport location only – Accept trees and limbs for chipping to use for land reclamation.
  - 11) Republic will be responsible for keeping records of all paper/cardboard, metals and glass. The District will be responsible for keeping records for plastics, fluorescent lights, and composting materials. We expect a minimum goal of tripling our recycling numbers from 2011 at the beginning of the program.
  - 12) We expect the programs outlined to generate revenue to cover operational cost. To mitigate labor cost the District will utilize captured labor at both centers. Our initial capital investment may not be recaptured but the operational expense should be covered by the material sells.

### Closing Statement

The spread sheet attached shows the plans described herein and the associated cost of the effort along with the Grant and District monies. The District will spend approximately \$550,000 in addition to the \$135,000 received in Grants to achieve the goals set forth by the State of Arkansas in recycling.

# 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 |
|------|---------------|-----------------------|------------------------|
|      | \$            | \$                    |                        |

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.

|               |                   | Grant  | District | Grant | District | Grant | District | Grant | District |
|---------------|-------------------|--------|----------|-------|----------|-------|----------|-------|----------|
|               |                   | 00-11  | #4       | 01-11 | #3       | 02-11 | #1       | 03-11 | #2       |
| Salaries      |                   |        |          |       |          |       |          |       |          |
|               | Administrative    | 1000   |          |       | 5000     |       |          |       |          |
|               | Operations        |        | 40000    |       | 5000     |       |          | 10000 |          |
|               | Professional      |        | 5000     |       |          |       | 20000    |       |          |
| Facilities    |                   |        |          |       |          |       |          |       |          |
|               | Landfill          |        |          |       |          |       | 160000   |       |          |
|               | Recycle Center #1 |        |          |       |          |       | 75000    |       |          |
|               | Recycle Center #2 |        |          |       |          |       | 75000    |       |          |
| Equipment     |                   |        |          |       |          |       |          |       |          |
|               | Land Lease/Buy    |        |          |       |          | 67015 | 4500     |       |          |
|               | Hay Baler         |        |          |       |          |       |          |       | 20000    |
| Maintenance   |                   |        |          |       |          |       |          |       |          |
|               | Truck             |        | 3000     |       |          |       | 500      |       |          |
|               | Trailers          |        |          |       |          |       | 500      |       |          |
|               | Bins              |        |          |       |          |       | 5000     |       |          |
|               | Grinders          |        |          |       |          |       | 500      |       |          |
|               | Heavy Equipment   |        |          |       |          |       | 2500     |       |          |
|               | Fuels/oils        |        | 9600     |       |          |       | 15000    |       | 500      |
| Materials     |                   |        |          |       |          |       |          |       |          |
|               | Gaylords          |        |          |       |          |       | 5000     |       |          |
|               | Palets            |        |          |       |          |       | 2500     |       |          |
|               | Barrels           |        |          |       |          |       | 5000     |       |          |
|               | Misc.             |        |          |       |          |       | 1500     |       | 500      |
| Transporation |                   |        |          |       |          |       |          |       |          |
|               | Hauling           |        |          |       |          |       | 5000     |       | 2500     |
|               | Collection        |        |          |       |          |       | 5000     |       | 2500     |
| Training      |                   |        |          |       |          |       |          |       |          |
|               | Safety Courses    |        |          |       |          |       | 1000     |       | 1000     |
|               | Technical         |        |          |       |          |       | 1000     |       |          |
| Education     |                   |        |          |       |          |       |          |       |          |
|               | Radio             |        |          |       | 2400     |       |          |       |          |
|               | Newspaper         |        |          |       | 5000     |       |          |       |          |
|               | Billboards        |        |          |       | 10000    |       |          |       |          |
|               | Website           |        |          |       | 2400     |       |          |       |          |
|               | Promotionals      |        |          | 5000  | 15200    |       |          |       |          |
|               |                   |        |          |       |          |       |          |       |          |
|               | Totals            | 1000   | 57600    | 5000  | 45000    | 67015 | 384500   | 10000 | 27000    |
|               |                   |        |          |       |          |       |          |       |          |
|               | Grant Totals      | 83015  |          |       |          |       |          |       |          |
|               | District Totals   | 514100 |          |       |          |       |          |       |          |

# MINIMUM CONDITIONS OF RECYCLING GRANTS

All grants are subject to the requirements of A.C.A. 8-6-501 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 Michael F. Payne 2-15-12  
Applicant's Authorized Representative and Title Date

X Joseph C. [Signature] 2-15-12  
RSWMD Board Chairman Date

THE ABOVE-REFERENCED GRANT IS HEREBY APPROVED.

X Robert Hunter 2-27-12  
ADEQ Recycling/Market Development Branch Manager Date

X [Signature] 2/27/2012  
ADEQ Solid Waste Management Division Chief Date

X Karen Bassett 2/28/12  
ADEQ Chief Deputy Director Date

STATE OF ARKANSAS }  
County of Saline } ss

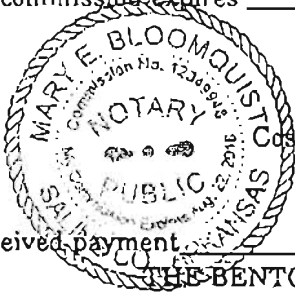
I, Shawna Bell do solemnly swear that I am Legal Advertising Clerk of The Benton Courier, a daily newspaper printed in said county and that I was such at the date of publication hereinafter stated, and that said newspaper had a bona fide circulation in such county at said dates, and has been regularly published in said county for a period of 135 years next before the date of the first publications of the advertisement hereto annexed, and that said advertisement was published in said newspaper 1 times for 1 issues, the first insertion therein having been made on 8/25/11, and the last insertion on 8/25/11.

Shawna Bell  
Legal Advertising Clerk

Sworn to and subscribed before me on 8/31/11

Mary E. Bloomquist  
Notary Public

My commission expires 8/22/16



FEE FOR PRINTING  
\$ 52.00  
Cost of Proof \$ 2.60  
Total \$ 54.60

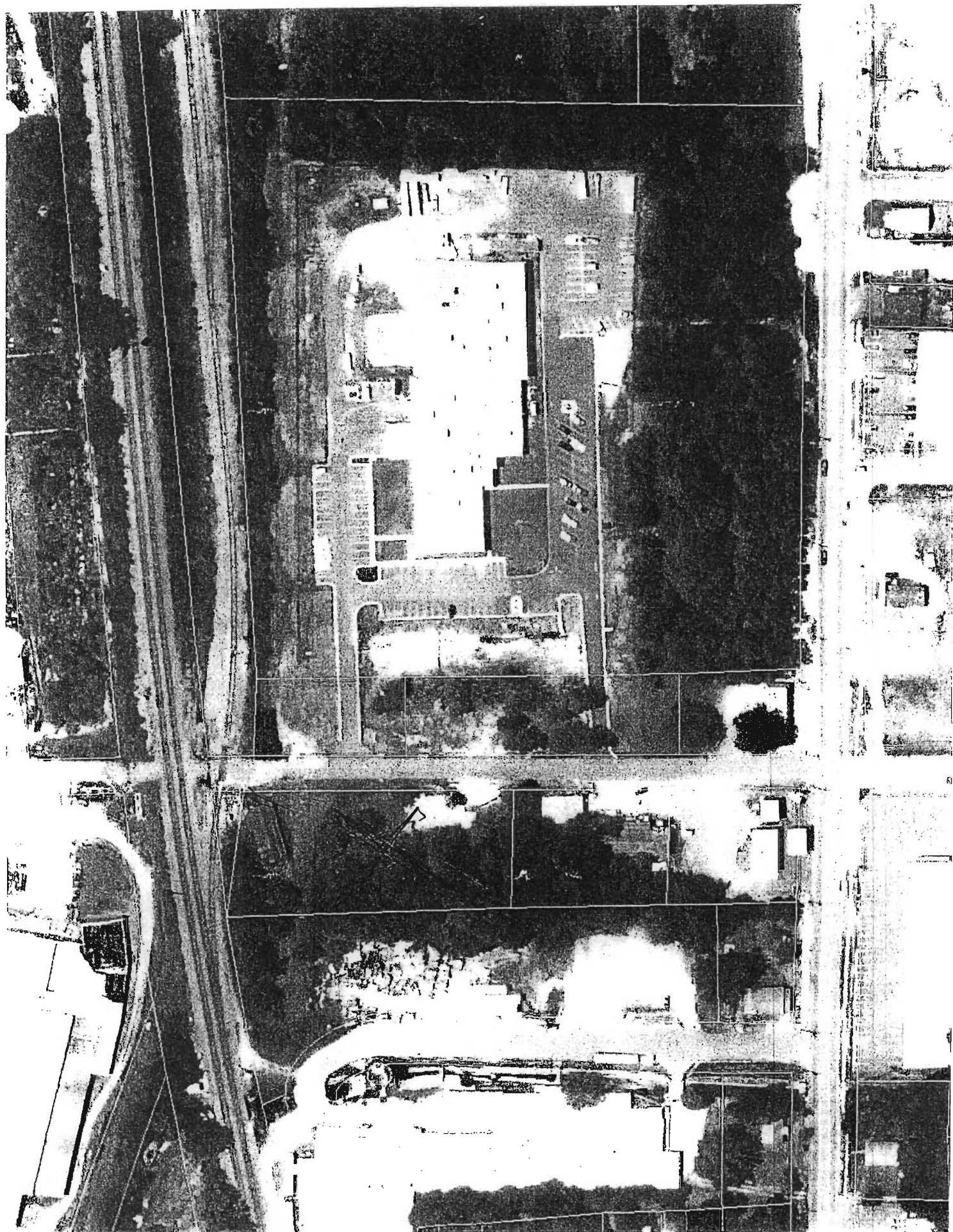
Received payment \_\_\_\_\_

By \_\_\_\_\_  
THE BENTON COURIER

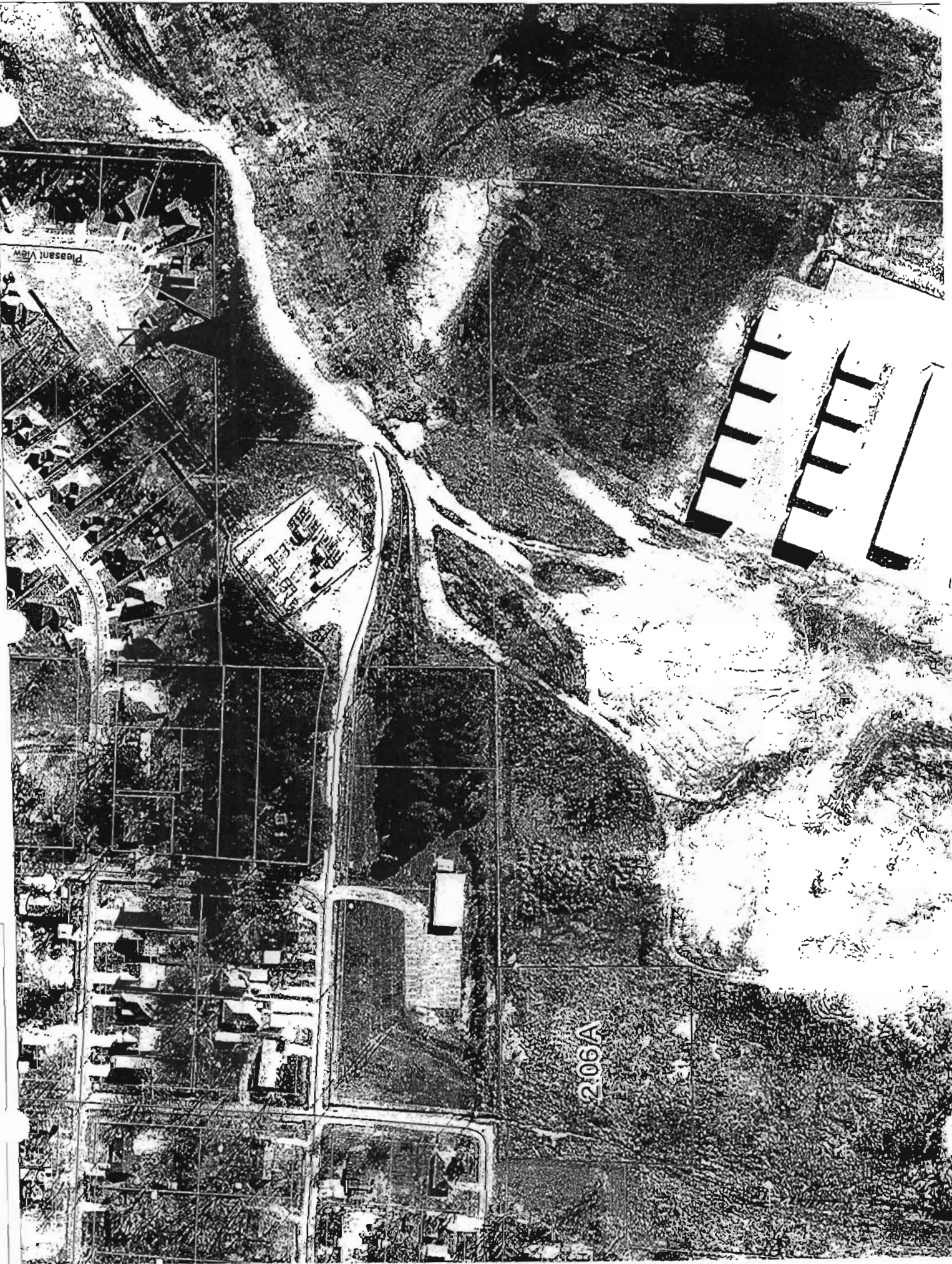
**Legal Notices**

**NOTICE**

The Saline 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 \$135,000. The applications propose to utilize the funds in the following ways: \$10,000 Administrative Funding; \$35,000 Saline County Education; \$70,000 Saline County Recycling Material Recovery Facility; and \$20,000 Composting. Written comments may be sent to Michael Grappe, Executive Director, Saline County Regional Solid Waste Management District, 200 N. Main, Room 106, Benton, AR 72015. Written comments will be accepted from August 22 through September 21. Questions regarding the above may be directed to Michael Grappe at (501) 672-6814.



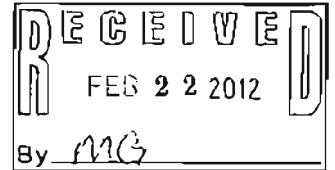




206A



# SALINE COUNTY REGIONAL SOLID WASTE MANAGEMENT DISTRICT



Response to your enquiries:

1. Were any comments received following public notice of the projects?

No comments were received from the public meetings held.

## 2. SAL00-11

- a. The application does not address the administrative portion of the project(s)  
The request for administrative funds in the amount of \$1,000.00 will be used to cover the cost of managing the Grant Programs.
- b. Page 1 of application states the grant will also be used for maintenance and service of recycling equipment; however the budget shows the entire grant amount for salaries. Please explain.  
The amended application shows \$1,000.00 to be funded by Grant monies to supplement the District's \$40,000.00 commitment to administering all grant activities; the \$5,000.00 supplement from the District to cover CPA cost for auditing and reporting; the \$3,000.00 supplement from the District to cover maintenance cost for the recycling truck; and the \$9,600.00 supplement from the District to cover fuel cost in relation to recycling operations.
- c. List project personnel, by position or job title, to be paid with grant funds.  
The \$1,000.00 amended application will supplement the District's portion of \$40,000.00 to Tai Marshall/Office Manager in completing paperwork and monitoring grant issues for the coming year.
- d. Provide the percentage of time persons paid through grant funds will dedicate to the funded project.  
At least 10% of Tai's time is devoted to managing Grant application and reporting criteria.

It has been the District's goal to clean up our grant program and to make current all issues in regards to previous grant's provided by ADEQ in the past. This is a labor intensive effort that the District has covered and is requesting the \$1,000.00 to cover a small portion of the future cost of maintaining clear and precise records for the year 2012. This is the last year this District intends to pursue Administrative Grants.