

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: Southwest Central RSWMD	CONTACT: Tim Driggers
ADDRESS: P. O. Box 6409	CITY: Hot Springs
COUNTY: Garland	ZIP CODE: 71902-6409
PHONE: (501)525-7577	E-MAIL: tdriggers@wcapdd.org

GRANT CATEGORY

Select only one category

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



PROJECT PROPOSAL

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

Partial funding of Administrative Services provided by West Central Arkansas PDD, Inc..

Grant Amount Requested \$ 28,153

Total Project Cost \$ 75,000

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

Voluntary \$1.00/ton Solid Waste Disposal Assessment

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?)

Tim Driggers / Same contact information as listed above.



GRANT NUMBER: SWC00-11

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?

Project Proposal

The project will consist of West Central Arkansas Planning and Development District, Inc. (WCAPDD, Inc.) providing Administrative Services to the Southwest Central Regional Solid Waste Management District (SWCRSWMD) for administration of the SWCRSWMD Solid Waste Management Plan. Duties will include fiscal management of all District funds, including the Recycling Grant Funds, preparation of all District Financial Reports and meeting minutes required by the District's Board of Directors and Recycling Advisory Committee, preparation of the annual updates to the Solid Waste Management Plan, preparation of all ADEQ regulatory reporting requirements for the Recycling Program, preparation of Grant Applications, oversight of the Hauler Permit Program and providing technical assistance to the individual member entities in the successful implementation of integrated solid waste management systems in Clark, Garland and Hot Spring Counties.

The overall goal of the project is to provide the most efficient administrative oversight of the District's Recycling Program as part of the SWCRSWMD Solid Waste Management Plan.

The desired outcome of the project is to continue to meet the needs of the member entities with regard to their successful participation in the District's Recycling Program. This project's success will be measured by the approval of the District's Board of Directors in the continuance of utilizing WCAPDD, Inc. to provide the desired Administrative Services.

WCAPDD, Inc. currently provides Administrative Services to the SWCRSWMD and all Recycling Grant Funds will be expended within one year of receipt of said funds.

WCAPDD, Inc. will utilize staff, including the Executive Director, Project Coordinator, Finance Manager and Administrative Assistant to provide the desired Administrative Services required

for daily operation of the SWCRSWMD Recycling Program and the District's Regional Recycling Center facility. The Executive Director will provide oversight of the Administrative Services being provided. The Project Coordinator will provide technical assistance to the member entities as needed as part of the Solid Waste Management Plan, complete all ADEQ regulatory reporting requirements for the District's Recycling Program and assist in the oversight of the District's Recycling Program. The Finance Manager will provide fiscal management requirements of all District funds and complete all District Financial Reports. The Administrative Assistant will coordinate/document all meetings and associated minutes of the District's Board of Directors and Recycling Advisory Committee and assist in oversight of the Hauler Permit Program.

WCAPDD, Inc. provides public notice to area newspapers on all District Board of Directors meetings and Grant Applications. Also, WCAPDD, Inc. is responsible for maintaining and assists in distributing within the District an informational "brochure" outlining the make-up and function of the SWCRSWMD which includes information encouraging the utilization of the District's Recycling Program.

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.

Project Budget

Budget for the project for partial funding for Administrative Services provided by West Central Arkansas Planning and Development District, Inc..

Item	Grant Request	Organizational Budget	Additional Information
Salaries, Administrative			
Executive Director	\$ 2,815	\$ 1,835	10% of time on project
Project Coordinator	\$19,708	\$12,842	70% of time on project
Finance Manager	\$ 2,815	\$ 1,835	10% of time on project
Administrative Assistant	\$ 2,815	\$ 1,835	10% of time on project
Salaries, Administrative Totals	\$28,153	\$18,347	
Operational Expenses			
Supplies, Services, Allocation of Shared Costs		\$28,500	
Operational Expenses Totals		\$28,500	
BUDGET TOTALS	\$28,153	\$46,847	

SWC00-11

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.

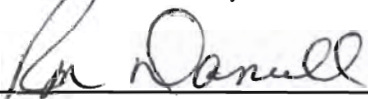

Grant application must include: answers to the Project Proposal questions, a complete Budget and Proof of Publication, as required. Copies of any comments received regarding the grant request shall be forwarded to ADEQ.

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		Ron Daniell Clark County Judge	<u>12/19/11</u>
		Applicant's Authorized Representative and Title	Date
X			<u>12/19/11</u>
		RSWMD Board Chairman	Date

THE ABOVE-REFERENCED GRANT IS HEREBY APPROVED.

X		ADEQ Recycling/Market Development Branch Manager	<u>1-24-12</u>
			Date
X		ADEQ Solid Waste Management Division Chief	<u>1/24/2012</u>
			Date
X		ADEQ Chief Deputy Director	<u>1/25/12</u>
			Date

PUBLIC NOTICE

The Southwest Central Regional Solid Waste Management District will submit two Applications to the Arkansas Department of Environmental Quality (ADEQ) for Recycling Grant Funds to provide for Administrative Funding (\$28,153) and Operational Funding (\$138,223) of a Regional Recycling Center to serve Clark, Garland and Hot Spring Counties. For additional information, contact Tim Driggers at 501-525-7577. The Public is invited to submit written comments relative to the proposed project or to view the Pre-Applications at the following address:

Southwest Central Regional Solid Waste Management District
1000 Central Avenue
P. O. Box 6409
Hot Springs, AR 71902-6409

Written comments should be received no later than October 27, 2011.

I, Debe Johnson

Manager, of The Sentinel-Record a newspaper of general circulation published, and

having bonafide circulation in Hot Springs, Garland County, Arkansas, hereby certify that the legal notice hereto attached was published in said newspaper for 1 consecutive insertions and that the

PUBLIC NOTICE
The Southwest Central Regional Solid Waste Management District will submit two Applications to the Arkansas Department of Environmental Quality (ADEQ) for Recycling Grant Funds to provide for Administrative Funding (\$28,153) and Operational Funding (\$138,223) of a Regional Recycling Center to serve Clark, Garland and Hot Springs Counties. For additional information, contact Tom Driggers at 501-525-7577. The Public is invited to submit written comments relative to the proposed project or to view the Pre-Applications at the following address: Southwest Central Regional Solid Waste Management District 1000 Central Avenue P.O. Box 6409 Hot Springs, AR 71902-6409 Written comments should be received no later than October 27, 2011.

First insertion was on the 27th Day of September A.D. 2011
Second insertion was Day of A.D.
Third insertion was Day of A.D.
Fourth insertion was Day of A.D.
Fifth insertion was Day of A.D.
And the last insertion was on the 27th Day of September A.D. 2011

Debe Johnson
Manager

Sworn to and subscribed before me on this 29th day of September A.D. 2011

Merry Bellomy
Notary Public

Merry Bellomy
County Of Garland
Notary Public - Arkansas
My Commission Exp. 03/10/2015

Certificate of Publication

Plaintiff _____ Type of legal _____

Ordered by _____
STATE OF ARKANSAS)
County of Hot Springs

I, Gwen Robbins do solemnly

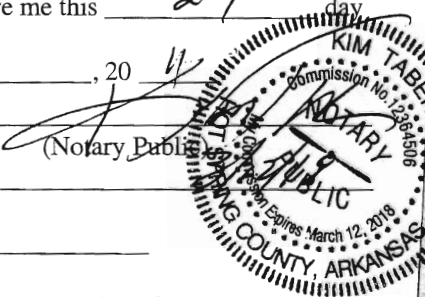
swear, that I am Classified of the Malvern Daily

Record, a daily paper published in said County and that I was CRP
of said paper at the dates hereinafter stated, and that said paper had a
bona fide circulation in said county at said dates, had been regularly
published in said county for a period of one month next before the date
of the first publication of advertisement hereto annexed, and that said

advertisement was published 1 times con-
secutively, and that the insertions of said advertisement were made and
published in said newspaper on the following dates:

- First insertion September 27, 20 11
 - Second insertion _____, 20 _____
 - Third insertion _____, 20 _____
 - Fourth insertion _____, 20 _____
 - Fifth insertion _____, 20 _____
 - Sixth insertion _____, 20 _____
- Gwen Robbins

Sworn to and subscribed before me this 27 day
of September, 20 11



My commission expires _____

Publishing Fee \$ 5863

Received payment this _____ day of _____, 20 _____

MALVERN DAILY RECORD

By _____

PUBLIC NOTICE

The Southwest Central Regional Solid Waste Management District will submit two Applications to the Arkansas Department of Environmental Quality (ADEQ) for Recycling Grant Funds to provide for Administrative Funding (\$28,153) and Operational Funding (\$138,223) of a Regional Recycling Center to serve Clark, Garland and Hot Spring Counties. For additional information, contact Tim Driggers at 501-525-7577. The Public is invited to submit written comments relative to the proposed project or to view the Pre-Applications at the following address:

Southwest Central Regional Solid Waste Management District
100 Central Avenue
P.O. Box 6409
Hot Springs, AR 71902-6409

Written comments should be received no later than October 27, 2011.

Legal #a29720
9/27

SEP 30 2011

PROOF OF PUBLICATION

Arkadelphia, Arkansas 71923 September, 20 11

STATE OF ARKANSAS
CLARK COUNTY: ss.

I, Clark Smith, do solemnly swear or affirm that I am Publisher of the DAILY SIFTINGS HERALD, the daily newspaper printed in CLARK County, and that I was such Publisher at the date of the publication hereinafter stated, and that said newspaper had a bona fide circulation in such County at said date, and had been regularly published in said County for a period of one year next before the date of the first publication of the advertisement hereto annexed and that the said advertisement was published in said newspaper 1 times for 1 weeks consecutively, the first insertion therein having been made on the 27th day of September, 20 11 and the last on the 27th day of September 20 11.

Clark Smith

Clark Smith, Publisher

Sworn and subscribed to before me
this 28th day of Sept 20 11.

Marcia Hunt

Notary Public

My commission expires: 07/20/19

Printer's Fee: \$ 50.76

Cost of Proof: \$ _____



~~MONDAY, September 26, 2011~~
TUESDAY, September 27, 2011

PUBLIC NOTICE

The Southwest Central Regional Solid Waste Management District will submit two Applications to the Arkansas Department of Environmental Quality (ADEQ) for Recycling Grant Funds to provide for Administrative Funding (\$28,153) and Operational Funding (\$138,223) of a Regional Recycling Center to serve Clark, Garland and Hot Spring Counties. For additional information, contact Tim Driggers at 501-525-7577. The Public is invited to submit written comments relative to the proposed project or to view the Pre-Applications at the following address:

Southwest Central Regional
Solid Waste Management District
1000 Central Avenue
P. O. Box 6409
Hot Springs, AR 71902-6409

Written comments should be received no later than October 27, 2011.

SWC00-11