



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

Grant Number
1-09
USW01-09

Solid Waste Management Division, Recycling/Marketing Branch

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

1.0 POLK CO. DEVEL. CENTER / UPPER SW RSWMD
 Name of Applicant (This may be a city, county, municipality, etc.)

1.1 MAX TACKETT
 Contact Person (This person must be available to answer questions regarding this grant.)

1.2 P.O. Box 909 NASHVILLE HOWARD 71852
 Address City County Zip

1.3 870-845-2866 870-845-2907
 Area Code Telephone Fax E-mail

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

- | | |
|--|--|
| <input type="checkbox"/> Administrative | <input type="checkbox"/> Material Recovery Facility |
| <input type="checkbox"/> Composting Equipment
<i>Specify type</i> | <input checked="" 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
 \$ 25,000.00 \$ 25,000.00

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?)

3.1 MAX TACKETT, NEW EQUIPMENT, 1-BALER, 2-SHREDDERS, ADDITIONAL CONTAINERS FOR RECYCLING PICKUP. MARY CURTIS-479-394-2671

3.2 THEIR GOALS ARE TO INCREASE THEIR RECYCLING. THEY PLAN TO EXPAND WITH MORE CONTAINERS, A DROP OFF PLACE. THEY ALSO PICK UP AT LOCAL BUSINESSES.

3.3 WHITE PAPER, CARDBOARD, TEXTILES AND ALUMINUM. - *Plastics, e-waste, other metals, other paper per 1/26/11*

3.4 LOCATED IN MENA AND SERVES THE POLK COUNTY AREA. (20,229)

3.5 MONDAY THRU FRIDAY 8:00 A.M. TO 5:00 P.M.

4.2 THEY ARE GROWING AND EXPANDING IN THE FIELD OF RECYCLING.

Conversation with Mary Curtis BY [signature]

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1. POLK COUNTY DEVELOPMENTAL CENTER HAS 6 BALERS AND THEY INTEND TO EXPAND TO BALE CARDBOARD IS WHY THEY NEED ANOTHER. THEY INTEND TO PURCHASE A UB60B VERTICAL BALER
2. POLK COUNTY DEVELOPMENTAL CENTER HAS 4 SHREDDERS THAT ARE OLD AND BREAK DOWN OFTEN. THAT IS WHY THEY NEED 2 NEW ONES. THEY PLAN TO PURCHASE AMERI-SHRED AMS-150 TYPE SHREEDERS. THEY GET THEIR MATERIAL FROM THE GENERAL PUBLIC AND BUSINESSES, THEY CHARGE FOR BUSINESS CONDINENTIAL.
3. THEY PLAN TO PURCHASE AS MANY CONTAINERS AS THEY CAN WITH THE MONEY THEY HAVE LEFT AFTER BUYING 1 BALER AND 2 SHREDDERS. SEE PICTURES FOR TYPE OF CONTAINERS. THE CONTAINERS WILL BE PLACED IN VARIOUS BUSINESSES IN THE MENA AREA.
4. THE DROP OFF PLACE WILL BE THE POLK COUNTY DEVELOPMENTAL CENTER WHICH IS LOCATED AT 205 S. MORROW, MENA, AR. 71953. THEY WILL ONLY RECEIVE CONTAINERS THAT WILL BE MANNED AND MAINTAINED BY POLK COUNTY DEVELOPMENTAL CENTER EMPLOYERS. OPERATING HOURS ARE MONDAY- FRIDAY 8:00 A.M. TO 4:30 P.M. AND SATURDAY 10:00 A.M. TO 2:00 P.M.

1/26/11 - Talked to Mary Curtis at Polk County Developmental Center - they actually collect much more than listed -
Current baler use:

- 2 for Paper (2 different types)
- 2 for Plastic (2 different types)
- 2 for Cardboard (to keep up with demand - no space to store)

Textiles are also baled - rotate out one of the above for flat. - want the additional baler to bale these so they no longer need to stop baling one of the other items.



BLS

POLK COUNTY DEVELOPMENTAL CENTER, INC.

Serving The Developmentally Disabled

P.O. BOX 926
MENA, ARKANSAS 71953
(501) 394-2671

November 15, 2010

Mr. Max Tackett, Director
Upper-Southwest RSWMD
PO Box 909
Nashville, AR 71852

Dear Max,

This letter is in response to our conversation on November 12, 2010 regarding the 2009 grant application.

The type of baler we want to purchase is a standard VB 60 B model Vertical Baler.

We plan to purchase two Ameri-Shred AMS-150 heavy duty office paper shredders.

I have enclosed pictures of the types of containers we would like to purchase. I have indicated the price of containers. We will purchase as many as we can with the money allowed after we purchase the baler and shredders.

The containers will be placed in various businesses in the Mena area. We would also like to expand to schools and businesses in the south part of Polk County. We will expand the pickup area, after we have containers. The response to the recycling program has been overwhelming. We continue to get calls from area businesses and are unable to keep up with the demand for containers.

Thank you for your help with this grant application. If any other information is needed, please contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Mary Curtis". The signature is fluid and cursive, with the first name "Mary" and last name "Curtis" clearly distinguishable.

Mary Curtis
Executive Director

Attachments



← for paper
63.00/each



↑ for cardboard
292.00/each

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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 1-1-2011
(Date must be entered)

4.5 Projected completion date 6-1-2011
(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.

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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.

Max Jacobate
 Signature of Applicant's Authorized Representative

Executive Director 870-845-2866 10-20-10
 Title Telephone Number Date

Dick Tall
 Signature of RSWMD Board Chairman

Dick Tauman 10-20-10
 Print Name Date

THE ABOVE-REFERENCED GRANT IS HEREBY APPROVED.

Robert Hunter 1-31-11
 Robert Hunter (ADEQ Recycling/Marketing Branch) Date

[Signature] 1/31/2011
 (ADEQ Solid Waste Management Division Chief) Date

Karen Bassett 2/1/11
 (ADEQ Chief Deputy Director) Date

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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			
2. Professional Services			
3. Capital Outlay	25,000		25,000
4. Services and Supplies	0		
5. Total ADEQ Grant Funds Requested (Transfer to Pg 1)	25,000		
6. Total Matching Resources Committed to the Project		0	
TOTAL PROJECT COST (Transfer to Page 1)			25,000

- (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)	25,000		
Landfill Tipping Fees			
Local Sales Tax			
Mandatory User Fees			
Sales of Recycled Material	76,525.11	75,000	75,000
Solid Waste Assessment			
Other (specify) <i>ReSale Store.</i>	346,000	350,000	350,000
TOTAL REVENUE	447,525.11	425,000	425,000

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.

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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.**

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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.

May Zarkow

Signature of Applicant's Authorized Representative

Executive Director

Title

870-845-2866

Telephone Number

10-20-10

Date

Dick Tall

Signature of RSWMD Board Chairman

Dick Tallman

Print Name

10-20-10

Date

PUBLIC NOTICE

THE UPPER SOUTHWEST REGIONAL SOLID WASTE MANAGEMENT DISTRICT WILL SUBMIT A GRANT APPLICATION TO THE ARKANSAS DEPARTMENT OF ENVIRONMENTAL QUALITY, SOLID WASTE DIVISION, AND RECYCLING BRANCH ON BEHALF OF POLK COUNTY DEVELOPMENT CENTER. THE GRANT WILL BE WRITTEN IN THE AMOUNT OF:

\$25,000.00 BALER
2-SHREEDERS
CONTAINERS FOR RECYCLING PICKUP

THE APPLICATIONS PROPOSE TO UTILIZE THE FUNDS IN THE FOLLOWING WAY, TO EXPAND THEIR RECYCLING CAPABILITY. THE APPLICATIONS MAY BE VIEWED AT THE DISTRICTS OFFICE AT:

UPPER SW RSWMD
ATTN: MAX TACKETT
P.O. BOX 909
NASHVILLE, AR. 71852

WHERE WRITTEN COMMENTS WILL BE ACCEPTED FROM OCTOBER 20TH-NOVEMBER 20TH 2010.

PROOFS OF PUBLICATION

1. THERE HAVE BEEN NO COMMENTS MADE DURING THE TIME PERIOD TOWARD THE PUBLICATIONS FOR:
MENA
ASHDOWN
NASHVILLE



