2023

Benton County RSWMD

Recycling Grant Application

***Applicant Information***

Pursuant to District Rules 33.01, only cities, counties, solid waste authorities, solid waste districts, subordinate service districts, multi-county or multi-regional projects and partnerships between public entities and private recycling interests are eligible to apply for recycling grants.

Please complete the following information:

|  |  |
| --- | --- |
| **Applicant Entity:** | **Contact Name:** |
| **Mailing Address:** | **City:** |
| **County: Benton** | **Zip Code:** |
| **E-Mail:** | **Phone: (     )** |

***Project Category***

Pursuant to District Rules 33.02, the following activities, projects or programs in addition to other activities that support the objectives of increasing and improving recycling as a waste-management strategy, consistent with the intent of A.C.A. 8-6-601, et seq., are eligible for grant funding. Select only one category below:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Administrative [District Only]** |  |  | **Solid Waste Planning [District Only]** |
|  | **Recycling or Composting Equipment** |  |  | **Solid Waste Education & Public Awareness** |
|  | **Recycling Programs** |  |  | **Material Recovery Facility** |
|  | **Waste Reduction Activities** |  |  | **Transfer Station with Recycling** |
|  | **Recycling System Activities** |  |  | **Other Waste Diversion Activities** |

***Project Proposal***

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

1. **Project Description –** Complete the Project Description form provided by the District and submit with the application.
2. **Project Budget –** Complete the Budget worksheet provided by the District and submit with the application.

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

|  |  |
| --- | --- |
| * Retroactive purchases | * Legal fees |
| * Reimbursement of funds | * Licenses, permits, or vehicle registrations |
| * Taxes | * Utilities |
| * Any expense not included in project budget or not approved in advance by the board | |

1. **Project budget summary – Insert the following totals from the Budget worksheet.**

|  |  |
| --- | --- |
| **Total Project Cost** | **$** |
| **Applicant Entity Contribution** | **-$** |
| **Grant Amount Requested** | **=$** |

***Minimum Conditions of Recycling Grants***

All grants, grant recipients and the Benton County RSWMD board are subject to the requirements of the Rules of the Benton County Regional Solid Waste Management District.

**Grant Recipients Agree to:**

* Start grant project within one year from the date that the grant allocation was received by the District office.
* 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 District.
* Actively seek to market or reuse the materials diverted from deposition in landfills in the three (3) years following the date of the grant award by the District.
* Use facilities or equipment purchased with grant funds no less than 50 percent of the time on the purposes specified in the grant application.
* 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.
* Submit and/or assist District staff in preparing all required reports 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 for any modifications to the grant, including requests for time extensions.
* Receive written consent from the Board before selling, trading or transferring facilities or equipment which have been used for less than seven years from date of purchase. After seven years of use, grantees must provide advance notice to the Board and use revenues received solely for recycling and diversion activities.
* Provide access to and/or make available the premises of a grant-funded facility; any grant-funded equipment; and all records pertaining to a grant-funded project or activity during normal business hours to District personnel for the purpose of conducting required audits.

**The Benton County Regional Solid Waste Management District Board**will seek to ensure recipients conform to requirements and will:

* Maintain at least one adequate recyclable materials collection center in each county as required in Arkansas Pollution Control & Ecology Commission Regulation 28.
* Ensure the grantee shows adequate revenues are being collected to support the long-term operation and maintenance of a grant-funded project prior to the disbursal of grant funds.
* Ensure all applicable federal, state and local permits and licenses have been obtained prior to the disbursal of grant funds.
* Ensure the project has begun before disbursing funds.
* Ensure that the project is compatible with the approved RSWMD plan.
* Maintain copies of invoices, purchase orders, checks or other supporting documents for grant expenditures at the regional solid waste district office.
* Compile annual reports as required.

***Signature and Certification***

*The authorized representative of the organization applying for the grant must electronically sign and date 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, the grantee entity will comply with all applicable statutory and regulatory provisions and with 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.

I acknowledge that, by typing my name below, I am electronically signing this application and that my electronic signature is the legal equivalent of my manual signature on this application.

ENTER ELECTRONIC SIGNATURE BELOW:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
| Applicant’s Authorized Representative |  | Title |  | Date |

***Required Attachments***

***The grant application is comprised of this form as well as the following MANDATORY attachments****:*

**Completed Project Description** *and other required documentation (refer to individual questions on the form)*

**Budget Worksheet**

***Double check that these documents are included with the application. Incomplete grant applications will not be considered for funding.***

***Board Review and Approval***

All complete applications received from eligible entities prior to the deadline will be reviewed for completeness by staff and distributed to the Grant Committee of the District Board. The Grant Committee will make recommendations for funding to the Board at a designated board meeting. The Board will determine final allocations and approvals. If this project is approved by the Board, the Board Chairman will sign below.

**The above-referenced grant is hereby approved by the board of the district.**

**X**

BCRSWMD Board Chairman Date