The Concho Valley Council of Governments
In Cooperation with the Texas Commission on Environmental Quality
Announces Availability of Municipal Solid Waste
Grant Funding for Fiscal Year 2020

Request for Applications

PURPOSE

The purpose of this program is to provide funding for eligible local and regional municipal solid waste management projects in support of the goals and objectives of the adopted regional solid waste management plan for the Concho Valley Council of Governments (CVCOG) region. Funding for this program is provided through a grant from the Texas Commission on Environmental Quality (TCEQ), under the authority of ’361.014, Texas Health and Safety Code.

HOW TO APPLY

A grant application form is available from the CVCOG at the address below. Only one (1) application form may be submitted for each individual eligible entity. In completing your application, read the instructions carefully, you will need to be concise, and provide a sufficient level of detail to facilitate the consideration of your proposed project.

The solid waste coordinator at the CVCOG is available to assist interested parties during the application process and may be contacted at the following telephone number:

Albert Rodriguez
325-944-9666
Monday thru Friday 8:00 a.m. to 5:00 p.m.

Return your completed application form(s) to the following address:
Concho Valley Council of Governments
2801 West Loop 306, Suite A
San Angelo, TX 76904

APPLICATION DEADLINE: To be considered for funding, submit application by 12:00 p.m. (NOON) on

August 31, 2020
ELIGIBLE RECIPIENTS

Only those local and regional political subdivisions located within the State of Texas are eligible to receive funding from the CVCOG as a pass-through grant. Eligible entities are outlined below.

- Cities
- Counties
- Public schools and school districts (excluding universities and other post-secondary educational institutions)
- General and special law districts created in accordance with state law, and with the authority and responsibility for water quality protection or municipal solid waste management, to include river authorities
- Councils of Governments

Private and non-profit companies and organizations are not eligible to receive grant funding. However, recipients of a grant may contract with private and non-profit entities to provide specific grant-funded services.

Entities that are subject to the payment of state solid waste disposal fees and whose payments are in arrears are not eligible to receive a grant. In addition, entities that are barred from participating in state contracts by the Texas General Services Commission (GSC), under the provisions of '2155.077, Government Code, and 1 TAC '113.02, GSC Regulations, are not eligible to receive a grant.

APPLICABLE STATUTES AND REGULATIONS

The conduct of projects provided funding under this program shall be in accordance with all applicable state and local statutes, rules, regulations, and guidelines. The main governing standards, include, but are not be limited to, the following:

1. Section 361.014(b), Texas Health and Safety Code;
2. Section 330.569 of the TCEQ Regulations (30 TAC Chapter 330);
3. Chapter 14 of the TCEQ Regulations (30 TAC Chapter 14);
4. The Grant Agreement between the Council of Governments and TCEQ; and
5. The Uniform Grant and Contract Management Act, Texas Government Code, '783.001 et. seq., and the Uniform Grant Management Standards, 1 TAC '5.141 et. seq. (collectively, AUGMS®).
AUTHORIZED PROJECT CATEGORIES

The following project categories are eligible for funding. Under each category heading is a brief description of the purpose of that category, as well as special requirements pertaining to that project category.

1. Local Enforcement

Funds may be used for projects which contribute to the prevention of illegal dumping of municipal solid waste, including liquid wastes. Funding recipients may investigate illegal dumping problems; enforce laws and regulations pertaining to the illegal dumping of municipal solid waste, including liquid waste; establish a program to monitor the collection and transport of municipal liquid wastes, through administration of a manifesting system; and educate the public on illegal dumping laws and regulations.

2. Litter and Illegal Dumping Cleanup

Funds may be used for ongoing and periodic activities to clean up litter and illegal dumping of municipal solid waste. Projects may include support for Lake and River Cleanup events, conducted in conjunction with the TCEQ’s and Keep Texas Beautiful’s Lake and River Cleanup Program. Funded activities may include: waste removal; disposal or recycling of removed materials; fencing and barriers; and signage. Placement of trash collection receptacles in public areas with chronic littering problems may also be funded. Reuse or recycling options should be considered for managing the materials cleaned up under this program, to the extent feasible.

3. Source Reduction and Recycling

Funds may be used for projects which provide a direct and measurable effect on reducing the amount of municipal solid waste going into landfills, by diverting various materials from the municipal solid waste stream for reuse or recycling, or by reducing waste generation at the source. Funded activities may include: diversion from the waste stream and/or collection, processing for transport, and transportation of materials for reuse and/or recycling; implementation of efficiency improvements in order to increase source reduction and recycling, to include full-cost accounting systems and cost-based rate structures, establishment of a solid waste services enterprise fund, and mechanisms to track and assess the level of recycling activity in the community on a regular basis; and educational and promotional activities to increase source reduction and recycling.

4. Local Solid Waste Management Plans

Funds may be used for projects to develop and have adopted by the TCEQ a local solid waste management plan, in accordance with Subchapter D, Chapter 363, Texas Health and Safety Code, and 30 TAC Chapter 330, Subchapter O., TCEQ Regulations, or to amend an existing local solid waste management plan that has been adopted by the TCEQ. However, funds may not be used for a local planning project until completion and approval of an amendment to the COG’s regional solid waste management plan.
5. **Citizens’ Collection Stations, Registered Transfer Stations, and Community Collection Events**

Funds may be used for projects to construct and equip citizens’ collection stations, as these facilities are defined under 30 TAC ‘330.2, TCEQ Regulations. Municipal Solid Waste Transfer Stations that qualify for registration under ‘330.4(d) (1) - (3) or ‘330.4(r) of the TCEQ Regulations may also be funded. Projects funded for these types of facilities shall include consideration of an integrated approach to solid waste management, to include providing recycling services at the site, if appropriate to the management system in place. Funds may also be used for periodic community collection events, held not more frequently than four times per year, to provide for collection of residential waste materials for which there is not a readily-available collection alternative, such as large and bulky items that are not picked up under the regular collection system.

6. **Household Hazardous Waste Management**

Funds may be used for projects which provide a means for the collection, recycling or reuse, and/or proper disposal of household hazardous waste, including household chemicals and other materials. Funded activities may include: collection events; consolidation and transportation costs associated with collection activities; recycling or reuse of materials; proper disposal of materials; permanent collection facilities, and education and public awareness programs. Funds may also be used to support Texas County Cleanup events, conducted in conjunction with the TCEQ.

7. **Technical Studies**

Funds may be used for projects which include the collection of pertinent data, analysis of issues and needs, evaluation of alternative solutions, public input, and recommended actions, to assist in making solid waste management decisions at the local level. Projects may also include research and investigations to determine the location, boundaries, and contents of closed municipal solid waste landfills and sites, and to assess possible risks to human health or the environment associated with those landfills and sites.

8. **Educational and Training Projects**

Educational components are encouraged under the other categories in order to better ensure public participation in projects; those educational components should be funded as part of those projects and not separately under this category. Funds may also be used for educational projects dealing with a variety of solid waste management topics. Projects may include funding for information-exchange activities, subject to the other limitations on travel expenses.

**ELIGIBLE EXPENSES**
The following categories of expenses may be eligible for funding under this program. All expenses must directly relate to the conduct of the proposed project.

1. **Personnel.** Appropriate salaries and fringe benefits for employees working directly on the funded project may be authorized under most of the grant categories.

2. **Travel.** Travel expenses directly related to the conduct of the funded program may be authorized. Only the employees of the pass-through grant recipient assigned to the project should receive reimbursement for travel expenses. In accordance with the UGMS, in those instances where grantees do not have an established organization-wide written travel policy approved by the governing board of the local jurisdiction, all employee-related travel expenses must be claimed at no higher than the same rates allowed by the State of Texas for its employees.

3. **Supplies.** Expenses for supplies necessary for the conduct of the funded project may be authorized. Expenses included under the Supplies expense category of a project budget should be for non-construction related costs for goods and materials having a unit acquisition cost (including freight) of less than $1,000. Such expenditures must generally relate to the routine purchase of office supplies (paper, pencils, and staplers) or other goods which are consumed in a relatively short period of time, in the regular performance of the general activities of the proposed project.

4. **Equipment.** Equipment necessary and appropriate for the proposed project may be authorized. The COG must carefully evaluate all requests for equipment to determine appropriateness of the equipment for the project. No equipment is to be purchased by a pass-through grant recipient unless approved in advance by the COG. Expenses included under the Equipment expense category should be for non-construction related, tangible, personal property having a unit acquisition cost of $1,000 or more (including freight and setup costs) with an estimated useful life of over one year. Any equipment that will be used for other projects or activities, in addition to the funded project, may only be funded at an amount reflecting the appropriate percentage of time that the equipment will be directly used for the funded project. The special conditions and requirements set forth in the grant agreement (relating to Title to and Management of Equipment and Constructed Facilities), also apply to equipment purchased with pass-through grant funding.

5. **Construction.** Appropriate construction costs may be authorized. Expenses budgeted under this category should be for costs related to the enhancement or building of permanent facilities. No construction costs may be incurred by a pass-through grant recipient unless the construction details are approved in advance by the COG. Appropriate costs that may be included are:
   a. The cost of planning the project;
   b. The cost of materials and labor connected to the construction project;
   c. The cost of equipment attached to the permanent structure; and
   d. Any subcontracts, including contracts for services, performed as part of the construction.

6. **Contractual Expenses.** Professional services or appropriate tasks provided by a firm or individual who is not employed by the pass-through grant recipient for conducting the funded
project may be authorized for subcontracting by the funds recipient. No contractual costs should be incurred by a pass-through grant recipient unless the subcontract is approved in advance by the COG. Applicable laws and regulations concerning bidding and contracting for services must be followed. Any amendment to a subcontract which will result in or require substantive changes to any of the tasks required to be performed must be approved in writing by the COG.

7. Other Expenses. Other expenses, not falling under the main expense categories, may be included, if connected with the tasks and activities of the proposed project. The restrictions set forth in the UGMS and the main grant agreement apply. The COG must ensure that expenses budgeted under this "Other" category are itemized by the grant recipient, and are fully considered and evaluated by the COG. Some expenses that may be appropriate include:
   a. Postage/delivery
   b. Telephone/FAX
   c. Utilities
   d. Printing/reproduction
   e. Advertising/public notices
   f. Signs
   g. Training
   h. Office space
   i. Basic office furnishings
   j. Computer Hardware (under $1,000 and not listed under the Equipment category)
   k. Computer Software

8. Indirect. Indirect costs may be funded, if applicable to the project. In accordance with the UGMS, indirect charges may be authorized if the applicant has a negotiated indirect cost rate agreement signed within the past 24 months by a federal cognizant agency or state single audit coordinating agency. Alternatively, the applicant may be authorized to recover up to 10% of direct salary and wage costs (excluding overtime, shift premiums, and fringe benefits) as indirect costs, subject to adequate documentation. If the Applicant has an approved cost allocation plan, enclose documentation of the approved indirect rate with the project application.
TYPES OF EXPENSES THAT MAY BE APPROPRIATE UNDER EACH PROJECT CATEGORY

Following are examples of some of the types of expenses that may be appropriate under each of the project categories.

1. Local Enforcement

- Equipment, such as vehicles, communications equipment, and surveillance equipment
- Program administration expenses, such as salaries/fringe benefits, office supplies and equipment, travel, training, and vehicle maintenance
- Protective gear and supplies
- Educational materials

2. Litter and Illegal Dumping Cleanup

- Equipment, such as trailers and trucks
- Program administration expenses, such as, salaries/fringe benefits, office supplies and equipment, travel, training, and vehicle maintenance
- Subcontract expenses
- Protective gear and supplies
- Fencing, barriers, and signage
- Educational materials
- Appreciation items for volunteers (e.g., T-shirts, caps, etc.)

3. Source Reduction and Recycling

- Facility design and construction
- Equipment, such as chippers, balers, crushers, recycling and composting containers, trailers, forklifts, and trucks
- Program administration expenses, such as salaries/fringe benefits, office supplies and equipment, travel, and training
- Educational materials
- Printing and advertisement expenses

4. Local Solid Waste Management Plans

- Consultant services
- Printing and advertising expenses
- Program administration expenses, such as salaries/fringe benefits, office supplies, and travel
5. Citizens' Collection Stations, "Small" Registered Transfer Stations, and Community Collection Events

- Facility design and construction
- Equipment, such as dumpsters or roll-off containers, trailers, compactors, crushers, scales, and recycling containers
- Protective gear
- For community collection events, expenses might also include program administration, such as salaries/fringe benefits and training
- Educational materials
- Printing and advertisement expenses

6. Household Hazardous Waste Management

- Design and construction of permanent collection facilities
- Equipment for permanent collection facilities, such as recycling containers, trailers, forklifts, and crushers
- Protective gear
- Contractual services for special collection events
- Educational materials
- Printing and advertising expenses
- Appreciation items for volunteers (e.g., T-shirts, caps, etc.)

7. Technical Studies

- Consultant services
- Printing and advertising expenses
- Program administration expenses, such as salaries/fringe benefits, office supplies, and travel

8. Educational and Training Projects

- Educational materials
- Printing and advertising expenses
- Contractual services
- Program administrative expenses, such as salaries/fringe benefits, office supplies, and travel

FUNDING STANDARDS

In addition to the standards set forth in applicable law and regulations, the standards outlined below apply to all uses of the FY 2020/2021 solid waste grant funds.
**General Standards**

1. The provisions of the Uniform Grant Management Standards (UGMS) issued by the Office of the Governor apply to the use of these funds, as well as the supplement financial administration guidance established by the TCEQ to be applied under all contracts, *TCEQ Allowable Expense Guidelines*.

2. Recipients of funds under this Agreement, including the COG, pass-through grant recipients, and subcontractors shall comply with all applicable state and local laws and regulations pertaining to the use of state funds, including laws concerning the procurement of goods and services and competitive purchasing requirements.

3. Funds may not be provided through a pass-through grant or subcontract to any public or private entity that is barred from participating in state contracts by the Texas General Services Commission, under the provisions of '2155.077, Government Code, and 1 TAC '113.02, GSC Regulations.

4. Public and private entities subject to payment of state solid waste disposal fees and whose payments are in arrears may not receive funds under this agreement through either a pass-through grant or subcontract.

5. In accordance with '361.014(b), Texas Health and Safety Code, and 30 TAC '330.569(d), TCEQ Regulations, a project or service funded under this Agreement must promote cooperation between public and private entities and may not be otherwise readily available or create a competitive advantage over a private industry that provides recycling or solid waste services. Under this definition, the term private industry included non-profit and not-for-profit non-governmental entities.

6. All equipment and facilities purchased or constructed with funds provided under this Agreement shall be used for the purposes intended in the funding agreement.

7. A project or service funded under this Agreement must be consistent with the COG’s approved regional solid waste management plan, and must be intended to implement the goals, objectives, and priorities established in the regional plan.

8. Funds may not be used to acquire land or an interest in land.

9. Funds may not be used to supplant existing funds. In particular, staff positions where the assigned functions will remain the same and that were active at the time of the funding application or proposal, and were funded from a source other that a previous solid waste grant, may not be funded.

10. Funds may not be used for food or entertainment expenses, include refreshments at meetings and other functions. This provision does not apply to authorized employee per diem expenses for food costs incurred while on travel status.

11. Funds may not be used for payment of salaries to any employee who uses alcoholic beverages
on active duty. Funds may not be used for the purchase of alcoholic beverages, including travel expenses reimbursed with these funds.

12. Funds may not be used for employment or otherwise contracts for services of a lobbyist or for dues to an organization which employs or otherwise contracts for the services of a lobbyist.

13. Funds may only be used for projects or programs for managing municipal solid waste.

14. Except as may be specifically authorized, funds may not be used for projects or facilities that require a permit from the TCEQ and/or that are located within the boundaries of a permitted facility, including landfills, wastewater treatment plants, or other facilities. This restriction may be waived by the TCEQ, at its discretion, for recycling and other eligible activities that will take place within the boundaries of a permitted facility. The applicant and/or the COG must request a preliminary determination from the TCEQ as to the eligibility of the project prior to the project being considered for funding by the COG.

15. Projects or facilities requiring a registration from the TCEQ, and which are otherwise eligible for funding, must have received the registration before the project funding is awarded.

16. Except as may be specifically authorized, funds may not be used for activities related to the collection or disposal of municipal solid waste. This restriction includes: solid waste collection and transportation to a disposal facility; waste combustion (incineration or waste-to-energy); processing for reducing the volume of solid waste which is to be disposed of; landfills and landfill-related facilities, equipment, or activities, including closure and post-closure care of a permitted landfill unit; or other activities and facilities associated with the disposal of municipal solid waste.

17. Funds may not be used to assist an entity or individual to comply with an existing or pending federal, state, or local judgement or enforcement action. This restriction includes assistance to an entity to comply with an order to clean up and/or remediate problems at an illegal dump site. However, the TCEQ may waive this restriction, at its discretion and on a limited case-by-case basis, to address immediate threats to human health or the environment, and where it is demonstrated that the responsible party does not have the resources to comply with the order.

18. Funds may not be used to pay penalties imposed on an entity for violation of federal, state, or local laws and regulations. This restriction includes expenses for conducting a supplemental environmental project (SEP) under a federal or state order or penalty. Funds may be used in conjunction with SEP funds to support the same project.

Local Enforcement

19. Funds may not be provided to any law enforcement agency regulated by Chapter 415, Texas Government Code, unless: (a) the law enforcement agency is in compliance with all rules developed by the Commission on Law Enforcement Standards and Education pursuant to Chapter 415, Texas Government Code; or (b) the Commission on Law Enforcement Officer Standards and Education certifies that the requesting agency is in the process of achieving
compliance with such rules.

20. When funding is to be provided for salaries of local enforcement officers, the funds recipient must certify that at least one of the officers has attended or will attend within the term of the funding the TCEQ’s Criminal Environmental Law Enforcement Training or equivalent training.

21. Local enforcement vehicles and related enforcement equipment purchased entirely with funds provided under this Agreement may only be used for activities to enforce laws and regulations pertaining to littering and illegal dumping, and may not be used for other code enforcement or law enforcement activities. Vehicles and equipment that are only partially funded must be dedicated for use in local enforcement activities for a percentage of time equal to the proportion of the purchase expense funded.

22. Entities receiving funds for a local enforcement officer, enforcement vehicles, and/or related equipment for use by an enforcement officer, must investigate major illegal dumping problems, on both public and private property, in addition to investigating general litter problems on public property.

23. Entities receiving funds to conduct a local enforcement program must cooperate with the TCEQ’s regional investigative staff in identifying and investigating illegal dumping problems. Lack of cooperation with the TCEQ staff may constitute a reason to withhold future funding to that entity for local enforcement activities.

24. Funds may not be used for investigation and enforcement activities related to the illegal dumping of industrial and/or hazardous waste. Instances where industrial or hazardous waste is discovered at a site do not preclude the investigation of that site, so long as the intent and focus of the investigation and enforcement activities are on the illegal dumping of municipal solid waste.

**Litter and Illegal Dumping Cleanup**

25. Lake and River Cleanup events must be coordinated with the TCEQ’s cleanup program staff and/or the Keep Texas Beautiful organization, which is contracted by the TCEQ to administer the Lake and River Cleanup program.

26. Projects funded to clean up litter or illegal dumping on private property must be conducted through a local government sponsor or the COG. Funds may not be provided directly to a private landowner or other private responsible party for cleanup expenses. The local government sponsor or the COG must either contract for and oversee the cleanup work, or conduct the work with its own employees and equipment.

27. The costs for cleanup of hazardous waste that may be found at a municipal solid waste site must be funded from other sources, unless a waiver from this restriction is granted by the TCEQ to deal with immediate threats to human health or the environment.

28. The costs for cleanup of Class 1 nonhazardous industrial waste that may be found at a
municipal solid waste site must be funded from other sources, unless a waiver from this restriction is granted by the TCEQ to deal with immediate threats to human health or the environment. The cleanup of Class 2 and 3 nonhazardous industrial waste that may be found at a municipal solid waste site may be funded in conjunction with the cleanup of the municipal solid waste found at a site.

29. All notification, assessment, and cleanup requirements pertaining to the release of wastes or other chemicals of concern, as required under federal, state, and local laws and regulations, including 30 TAC Chapter 330, TCEQ’s MSW Regulations, and 30 TAC Chapter 350, TCEQ’s Risk Reduction Regulations, must be complied with as part of any activities funded under this Agreement.

30. All materials cleaned up using grant funds must be properly disposed of or otherwise properly managed in accordance with all applicable laws and regulations. To the extent feasible, it is recommended that materials removed from a site be reused or recycled. For projects to clean up large amounts of materials, the COG should consider withholding at least ten (10) percent of the reimbursements under a pass-through grant or subcontract, until documentation is provided that the cleanup work has been completed and the materials properly managed.

Source Reduction and Recycling

31. Any program or project funded with the intent of demonstrating the use of products made from recycled and/or reused materials shall have as its primary purpose the education and training of residents, governmental officials, private entities, and others to encourage a market for using these materials.

Local Solid Waste Management Plans

32. All local solid waste management plans funded under this Agreement must be consistent with the COG’s regional solid waste management plan, and prepared in accordance with 30 TAC Subchapter O, Chapter 330, TCEQ Regulations, and the Content and Format Guidelines provided by the TCEQ.

33. In selecting a local solid waste management plan project for funding, the COG shall ensure that at least one year is available for the completion and adoption of the local plan.

34. Local solid waste management plans may not be considered for funding by the COG until the COG’s regional solid waste management plan has been amended.

Citizens’ Collection Stations, A$mall@ Registered Transfer Stations, and Community Collection Events

35. The design and construction of citizens’ collection stations, as those facilities are defined under 30 TAC Chapter 330, TCEQ Regulations, may be funded. The costs associated with operating a citizens’ collection station once it is completed may not be funded.
36. The design and construction of small municipal solid waste and liquid waste transfer stations that qualify for registration under '330.4(d) or '330.4(r), TCEQ Regulations, may be funded. Other permitted or registered transfer stations may not be funded. A municipal solid waste transfer facility may be eligible for a registration if it serves a municipality with a population of less than 50,000, or a county with a population of less than 85,000, or is used in the transfer of 125 tons or less of municipal solid waste per day. A liquid waste transfer station may qualify for a registration if it will receive less than 32,000 gallons or less per day. The costs associated with operating a transfer station once it is completed may not be funded.

37. Periodic community collection events, to provide for collection and proper disposal of non-recyclable residential waste materials for which there is not a readily-available collection alternative, may be funded. This type of project may not include regular solid waste collection activities, such as weekly waste collection. Funded collection events may be held no more frequently than four times per year, and must only be intended to provide residents an opportunity to dispose of hard-to-collect materials, such as large and bulky items that are not picked up under the regular collection system, and might otherwise be illegally dumped by residents.

**Household Hazardous Waste Management**

38. All household hazardous waste collection, recycling, and/or disposal activities must be coordinated with the TCEQ’s HHW program staff, and all applicable laws, regulations, guidelines, and reporting requirements must be followed.

39. All Texas Country Cleanup events must be coordinated with the TCEQ’s Texas Country Cleanup program staff, and all applicable laws, regulations, guidelines, and reporting requirements must be followed.

**Technical Studies**

40. All technical studies funded must be consistent with the COG’s regional solid waste management plan, and prepared in accordance with Guidelines provided by the TCEQ.

**Educational and Training Projects**

41. Educational and training programs and projects funded under this Agreement must be primarily related to the management of municipal solid waste, and funds applied to a broader education program may only be used for those portions of the program pertaining to municipal solid waste.
NOTIFICATION OF PRIVATE INDUSTRY REQUIRED

According to state law (Section 361.014 (b) TX Health & Safety Code), a project or service funded under this program must promote cooperation between public and private entities, and the grant-funded project or service may not be otherwise readily available or create a competitive advantage over a private industry that provides recycling or solid waste services. In accordance with grant requirements established by the Texas Commission on Environmental Quality, an applicant for funding under one of the listed project categories below must adhere to the notification requirements listed below.

Applicable Categories

1. Source Reduction and Recycling
2. Citizens’ Collection Stations, aSmall@ Registered Transfer Stations, and Community Collection Events
3. A demonstration project under the Educational and Training Projects category

Applicant Notification Requirements

1. Contact in person or in writing the known private service providers of similar services which, at the time of the application development, are providing services within the geographic service area that the project intends to serve, prior to making the application. A list of private service providers within the region is available from the COG.

2. Inform the private service providers of the basic details of the proposed project and consider any input and concerns from the private service providers about the project when completing the project proposal.

3. Consider, where appropriate, meeting directly with private service providers that may have a concern about the proposed project to attempt to resolve any concerns before an application is submitted.

4. Complete applicable information on the grant application forms to provide documentation that private service providers were notified of the project prior to submission of the application and submit written comments provided by any private service provider.

HOW PROPOSALS WILL BE CONSIDERED

Proposals will be reviewed by the Solid Waste Advisory Committee of the COG, using screening and selection criteria developed in cooperation with the TCEQ. The committee consists of representatives of various interests involved in solid waste management in the region, according to TCEQ guidelines.

Screening Criteria. In order for any proposed project to be considered, the following screening
criteria must be met. If these screening criteria are not met, the proposed project will receive no further consideration for grant funding.

1. The application must be complete and all application requirements and procedures followed, including requirements to notify private service providers of the proposed project, when applicable.

2. The proposed project must conform to eligible standards, eligible recipient standards, and allowable expense and funding standards, as established by the TCEQ and the COG and under all applicable laws and regulations.

3. The applicant must agree to document the results of the project as required by the COG.

4. The proposed project must be technically feasible, and there must be a reasonable expectation that the project can be satisfactorily completed within the required time frames.

5. The proposed project activities and expenses must be reasonable and necessary to accomplish the goals and objectives of the project. One factor in determining reasonableness of expenses shall be whether comparable costs are proposed for comparable goods and services.

6. The proposed project must be consistent with the approved regional solid waste management plan, and must directly support implementation of the regional plan.

**Selection Criteria.** If a proposed project meets all the applicable screening criteria, it will be evaluated by the Solid Waste Advisory Committee of the Concho Valley Council of Governments, using the following criteria. There are five sets of selection criteria, each worth up to 20 points, for a possible total score of 100 points. Four of the sets of the selection criteria will be pre-scored according to the following qualifications. The fifth selection criteria will be scored by the Solid Waste Advisory Committee after each eligible applicant has had an opportunity to make an oral presentation to the committee. The Solid Waste Advisory Committee reserves the right to postpone and reschedule the scoring meeting if there is a lack of adequate representation to ensure fair scoring.

A. PROJECT MERITS - DESCRIPTION (20 Points, Committee scored)

- Is there an adequate explanation as to why the proposed project is needed?
- Is the overall goal or objective of the proposed project clearly identified?
- Is the specific waste stream targeted by the project clearly identified?
- Does the project include adequate levels of customer incentives, public education, or public input, as appropriate to the particular project?
- Are all aspects of the proposed project described in sufficient detail to ensure its overall feasibility or workability? If the proposed project includes equipment, has the applicant shown that the specified equipment is appropriate for the work to be performed?
- Are the expected benefits of the proposed project adequately described?

The Solid Waste Advisory Committee reserves the right to postpone and reschedule the
scoring meeting if there is a lack of adequate representation to ensure fair scoring.

B. WORK PROGRAM (20 Points, Pre-scored)

Are the major steps or tasks involved in the proposed project identified? (5 Points)

§ Are the entities or individuals responsible for completing each step or task identified? (5 Points)

§ Is a timeframe for completing each step or task provided? (5 Points)

§ Does the final step or task account for reporting requirements? (5 Points)

C. PROJECT COST EVALUATION (20 Points, Pre-scored)

§ Are total costs projected, not just grant costs? (5 Points)

§ Are the costs of the proposed project presented in terms such as, cost per ton, cost per customer, cost per capita, as applicable? (5 Points)

§ Has the proposed project identified a cost savings, waste reduction, or other benefit of the proposed project? (5 Points)

§ Are the costs of the project compared to any established averages, or to normal costs for similar projects? (5 Points)

D. PROJECT IMPACT (20 Points, Pre-scored)

§ Applicant submitted an application in the previous year and did not receive a grant? (5 Points)

§ Is the proposed project a continuing/ongoing operation, rather than a project that is complete in and of itself? (5 Points)

§ Has the proposed project identified the geographic area and population expected to be served by the proposed project? (5 Points)

§ Does the proposed project include governing body support; are there any formal resolutions included? (5 Points) {Sample Resolution Included with Grant Application}
E. LOCAL EFFORT - MATCH

(20 Points, Pre-scored)

**Applicant(s) population equal to or less than 1,000 (according to 2000 Census)**

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<th>Score</th>
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<td>Match equal to or greater than 5% of grant request</td>
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<tr>
<td>Match at least 4% but less 5% of the grant request</td>
<td>15</td>
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<td>Match at least 3% but less 4% of the grant request</td>
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<tr>
<td>Match at least 2% but less 3% of the grant request</td>
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<tr>
<td>Match less than 2% of grant request</td>
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**Applicant(s) population equal to or less than 2,500 but over 1,000 (according to 2000 Census)**

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<td>Match equal to or greater than 10% of grant request</td>
<td>20</td>
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<tr>
<td>Match at least 7.5% but less 10% of the grant request</td>
<td>15</td>
</tr>
<tr>
<td>Match at least 5% but less 7.5% of the grant request</td>
<td>10</td>
</tr>
<tr>
<td>Match at least 2.5% but less 5% of the grant request</td>
<td>5</td>
</tr>
<tr>
<td>Match less than 2.5% of grant request</td>
<td>0</td>
</tr>
</tbody>
</table>

**Applicant(s) population equal to or less than 4,500 but over 2,500 (according to 2000 Census)**

<table>
<thead>
<tr>
<th>Match Description</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Match equal to or greater than 15% of grant request</td>
<td>20</td>
</tr>
<tr>
<td>Match at least 11.5% but less 15% of the grant request</td>
<td>15</td>
</tr>
<tr>
<td>Match at least 7.5% but less 11.5% of the grant request</td>
<td>10</td>
</tr>
<tr>
<td>Match at least 3.5% but less 7.5% of the grant request</td>
<td>5</td>
</tr>
<tr>
<td>Match less than 3.5% of grant request</td>
<td>0</td>
</tr>
</tbody>
</table>

**Applicant(s) population equal to or less than 7,000 but over 4,500 (according to 2000 Census)**

<table>
<thead>
<tr>
<th>Match Description</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Match equal to or greater than 20% of grant request</td>
<td>20</td>
</tr>
<tr>
<td>Match at least 15% but less 20% of the grant request</td>
<td>15</td>
</tr>
<tr>
<td>Match at least 10% but less 15% of the grant request</td>
<td>10</td>
</tr>
<tr>
<td>Match at least 5% but less 10% of the grant request</td>
<td>5</td>
</tr>
<tr>
<td>Match less than 5% of grant request</td>
<td>0</td>
</tr>
</tbody>
</table>

**Applicant(s) population equal to or less than 10,000 but over 7,000 (according to 2000 Census)**

<table>
<thead>
<tr>
<th>Match Description</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Match equal to or greater than 25% of grant request</td>
<td>20</td>
</tr>
<tr>
<td>Match at least 20% but less 25% of the grant request</td>
<td>15</td>
</tr>
<tr>
<td>Match at least 15% but less 20% of the grant request</td>
<td>10</td>
</tr>
<tr>
<td>Match at least 10% but less 15% of the grant request</td>
<td>5</td>
</tr>
<tr>
<td>Match less than 10% of grant request</td>
<td>0</td>
</tr>
</tbody>
</table>

**Applicant(s) population over 10,000 (according to 2000 Census)**

<table>
<thead>
<tr>
<th>Match Description</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Match equal to or greater than 30% of grant request</td>
<td>20</td>
</tr>
<tr>
<td>Match at least 25% but less 30% of the grant request</td>
<td>15</td>
</tr>
<tr>
<td>Match at least 20% but less 25% of the grant request</td>
<td>10</td>
</tr>
<tr>
<td>Match at least 15% but less 20% of the grant request</td>
<td>5</td>
</tr>
<tr>
<td>Match less than 15% of grant request</td>
<td>0</td>
</tr>
</tbody>
</table>

(Note: Entities other than cities or counties must provide 2000 service area population figures)
GRANT AGREEMENTS

Grant recipients will be required to enter into standard legal agreements with the COG, to ensure that the approved work program of the project is followed. Among other provisions, the legal agreements will include the following:

! Grant funding will be provided on a reimbursement basis only, and all requests for reimbursement must be handled through the COG.

! Grant recipients must agree to provide data related to the results of the project to the COG and/or TCEQ. As appropriate to the project, the grant recipient will also be asked to commit to monitoring the results of the project beyond the grant term, and periodically provide the COG and/or TCEQ additional reports on the status of the project.

! Grant recipients must agree to allow staff of the COG and/or TCEQ to perform on-site visits to monitor the progress of projects.