



**FY 2012/2013
Regional Solid Waste
Grants Program**

**Alamo Area Council of Governments
Regional Funding Plan**

Waste Permits Division
Texas Commission on Environmental Quality

I. General Information

- A. **Date:** To be announced.
- B. **COG:** Alamo Area Council of Governments (AACOG).
- C. **Total Fiscal Year State Allocation:** \$758,030.00
- D. FY 2012: \$379,015
FY 2013: \$379,015

The state allocation for the 2012-2013 Biennium is greatly reduced from previous Bienniums. To reduce costs involved in the solicitation of projects from eligible local governments there will be **one call** for applications for projects for the 2012-2013 Biennium. The Resource Recovery Committee in consultation with the applicants will decide which projects will start in FY 2012 and which will start in FY 2013.

E. Program Budget Allocation:

1. FY 2012 Closed Landfill Inventory Budget	\$5,000	% of Total: .0132
FY 2012 Regional Plan Amendment Budget	\$3,000	% of Total: .0079
FY 2012 Regional Coordination Program Budget:	\$219,409	% of Total: .5789
FY 2012 COG-Managed Project Budget:	\$0	% of Total:
FY 2012 Implementation Projects Budget:	\$151,606	% of Total: .4000
2. FY 2013 Closed Landfill Inventory Budget	\$3,000	% of Total: .0053
FY 2013 Regional Plan Amendment Budget	\$2,000	% of Total: .0053
FY 2013 Regional Coordination Program Budget:	\$222,409	% of Total: .5868
FY 2013 COG-Managed Project Budget:	\$0	% of Total:
FY 2013 Implementation Projects Budget:	\$151,606	% of Total: .4000

II. Project Priorities

A. Regional Solid Waste Management Plan Priorities

The Alamo Area Council of Governments has not prioritized the goals in its plan. Three goals address solid waste management. The fourth goal addresses the use of funds to promote solid waste management projects.

Goal #1: Provide for recovery of material resources by emphasizing reuse, reduction (waste minimization) and recycling.

The goal is all encompassing in that it is directed to both reuse, reduction, and recycling of material goods and green waste – composting is, in essence, a form of recycling. To accomplish this goal with its multiple objectives will require educational efforts under each objective.

Objectives for Goal #1 are:

Objective 1A: Use innovative measures to increase citizen participation in recycling and reuse of residential waste.

- Convenience
- Novelty

Objective 1B: Promote multi-family housing recycling programs throughout the region.

- Increase drop-off opportunities
- Partner with haulers that service multi-family units
- Offer educational materials to multi-family complexes that will facilitate reaching tenants even with high turnover

Objective 1C: Increase commercial recycling efforts in business and government.

- Promote paper recycling
- Promote recycling of e-waste

Objective 1D: Expand resource recovery efforts in the construction and demolition industry.

- Promote source reduction in materials
- Promote reusable building materials from deconstruction of sites rather than demolition
- Promote the use of materials with recycled content

Objective 1E:

- Promote programs for the collection, reuse and management of special wastes such as household hazardous wastes, e-wastes, and green wastes.
- Promote the use of eco-friendly alternatives for pesticides, cleansers and other products which contribute to the household hazardous waste stream.
- Promote “don’t bag it” and composting programs for green waste.
- Promote proper handling of e-wastes.

Objective 1F: Develop better information systems for tracking reuse, recycling and source reduction efforts.

Goal #2: Improve the recovery of landscape resources by halting illegal dumping.

This goal speaks to the need of local enforcement to keep the landscape free of illegal dumping. Illegal dumping not only mars the scenic beauty of the AACOG

region, but also threatens to contaminate the environment—water, soil, air. Effective local enforcement programs with integrated educational efforts throughout the region will help cut down on illegal dumping and eventually may end it.

Objectives for Goal #2 include:

Objective 2A: Reduce illegal dumping through increased public awareness and education

Objective 2B: Facilitate a region-wide effort to reduce illegal dumping

- Promote/seek a coordinated program between cities and counties
- Develop a process to speak to dumping along boundaries

Objective 2C: Promote cleanup events for illegal dumpsites through public and private partnerships.

Objective 2D: Provide for better enforcement by actively monitoring known dump sites and prosecuting violators.

Goal #3: Maintain proper and safe disposal of remaining waste with adequate landfill capacities and promotion of the development of alternative technologies which are economically feasible.

This goal requires proper planning which addresses capacities on a periodic basis and review new technologies including evaluation of the technology and the associated costs. Maintenance of the Closed Landfill Inventory (CLI) is an important component of the goal as it will be necessary to update landfill locations for future generations.

Objective 3A: Strive for a 10-year minimum disposal capacity in the AACOG region through a bi-annual capacity review.

Objective 3B: Promote integrated waste management practices throughout the regions' urban and rural areas.

Objective 3C: Maintain the Closed Landfill Inventory (CLI).

Objective 3D: Conduct or update feasibility studies with regard to landfill alternatives.

Goal #4: To utilize both public and private financial resources to achieve optimum results in the best practices of integrated solid waste management in the AACOG region.

This goal acknowledges that each activity has associated costs and that financial resources are limited. Public resources include grant funds from state and federal sources. The term “public funds” in this goal does not obligate local tax dollars. Private funds may come from businesses in public-private partnerships or even

from private grants such as those offered by corporations, associations, or foundations.

Objective 4A: Acknowledge the generation of the funds dedicated to solid waste management in reviewing the funding project.

Objective 4B: Evaluate each request for funding on its impact on the region’s goals for diversion, waste minimization, cessation of illegal dumping, and proper handling of bulk waste.

Objective 4C: Promote public-private partnerships in developing facilities and programs to enhance the best practices in the region.

B. Project Priorities

For the FY 20012/13 biennium the following project categories will be eligible for funding. All funded projects must fit one or more of these categories.

1. Source Reduction and RecyclingGoal #1
2. Local Enforcement Goal #2
3. Litter and Illegal Dumping Clean-up and
Community Collection Events Goal #2
4. Citizens Collection Stations, “Small” Registered Transfer Stations... Goal #1, #2
5. Household Hazardous Waste Goal #1, #2
6. Educational and Training ProjectsGoal #1
7. Technical Studies Goals #1 & #3
8. Local Solid Waste Management Plans Goal #3
9. Other Types of Projects to include scrap tires (Goal varies depending
on scope of project)

Eligible project categories may include:

1. Source Reduction and Recycling

This category may include projects that are intended to provide a direct and measurable effect on reducing the amount of Municipal Solid Waste (MSW) going into landfills, by diverting materials from the MSW disposal stream for recycling or reuse, or by reducing waste generation at the source. This category does not include the collection, processing, and/or recycling of scrap tires.

2. Local Enforcement

This category consists of projects that contribute to the prevention of illegal dumping of MSW, including liquid wastes. Under this category, grant recipients would investigate illegal dumping problems; enforce laws and regulations pertaining to the illegal dumping of MSW, including liquid waste; establish a program to monitor the collection and transportation of municipal liquid wastes, through administration of a manifesting system; and/or educate the public on illegal dumping laws and regulations.

3. Litter and Illegal Dumping Cleanup and Community Collection Events

Litter and illegal dumping cleanup may include both ongoing and periodic activities to clean up litter and illegal dumping of MSW, excluding cleanup of scrap tire dumping sites. Projects under this category may support Lake and River Cleanup events, conducted in conjunction with the Texas Commission on Environmental Quality's (TCEQ's) and Keep Texas Beautiful's Lake and River Cleanup program. Eligible expenses 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 collected through these efforts, to the extent feasible. Cleanup of hazardous waste will not be eligible for funding.

Periodic community collection events, to provide for collection of residential waste materials for which there is not a readily available collection alternative, may also be funded. This type of project may not include regular solid waste collection efforts, such as weekly waste collection. 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.

4. Citizens' Collection Stations and "Small" Registered Transfer Stations

This category includes projects to construct MSW collection facilities in areas of the state that are under served by collection services or lack public access to proper disposal facilities. Projects funded under this category include citizens' collection stations, as defined in 30 TAC Chapter §330.3, and construction of small municipal solid waste and liquid waste transfer stations that qualify for registration under 30 TAC §330.9(b) or §330.11(e).

5. Household Hazardous Waste (HHW)

This category includes projects that provide a means for the collection, recycling, reuse, or proper disposal of household hazardous waste, including home chemicals, electronics and other household hazardous materials. This category may also include events conducted under the TCEQ's Texas Country Cleanup program. Projects may include permanent collection facilities, periodic collection events, consolidation and transportation of collected materials, recycling or reuse of materials, proper disposal of materials, and education and public awareness programs.

6. Educational and Training Projects

This category is intended for educational projects or training events dealing with a variety of MSW management topics. This category does not include the educational components of projects funded under the other categories.

7. Technical Studies

This category includes projects for the collection of pertinent data, analysis of issues and needs, evaluation of alternative solutions, and identification of recommended actions to assist in making solid waste management decisions at the local or regional level.

8. Local Solid Waste Management Plans

This category includes projects to develop and/or amend local solid waste management plans by local governments, in accordance with Subchapter D, Chapter 363, Texas Health & Safety Code, as implemented by state rule, Subchapter O, 30 TAC Chapter 330. It is recommended that at least one year be allowed for the completion and adoption of a local plan.

9. Other Types of Projects

Other types of projects, not specifically prohibited from funding under the more detailed funding standards and restrictions, may be considered by TCEQ on a case-by-case basis.

C. Allocation and Priorities

FY 12 Budget: \$151,606

FY 13 Budget: \$151,606

Note: Figures for both 2012 and 2013 are subject to change.

The Alamo Area Council of Governments did not assign priorities to the project categories. Goal #4 addresses allocation of funds to achieve optimum results. Objective 4-A is directed to how the funds to be allocated are generated. This objective recognizes who generates the waste and thus the fees that provide the funding. Programs directed to these sources will have the largest impact on diversion, enforcement, etc. Objective 4-B focuses on the impact of each funding request on each of the other three goals stated in Section A. Objective 4-C promotes partnerships which can both stretch the dollars and expand the results.

Discussion at the State level during the past two bienniums resulted in the idea that the distribution of funds should relate to the generation of waste in a region. Following Objective 4-A, which addresses this discussion, part of the funds will be allocated by formula based on population thus tying it to waste generation. However, for all funding allotments, only proposals of merit will be funded. The remainder of the funds will be available to all eligible entities on an open competitive basis.

Formula Allocation – Percent of Funds Dedicated*:

City of San Antonio	50%	\$75,803.00
Rural Areas	17%	\$26,112.37
Balance of Bexar County	23%	\$36,013.02
Remaining Funds	10%	<u>\$13,677.61</u>
(Open to <u>all</u> eligible entities)			\$151,606.00

***Note:** Figures for the formula allocation (not percentages) are subject to change if the total available changes. Remaining funds came from a downward adjustment of the City of San Antonio’s tier.

No salaries will be awarded in any category.

Awards for the category of Household Hazardous Waste (HHW) collections and events will not exceed \$25,000 unless the applicant can persuade the Resource

Recovery Committee (RRC) and staff otherwise based on evidence showing potential expenditures and impact of the project.

III. Project Selection Process

Solicitation: The AACOG staff will notify, in writing, all eligible entities in the AACOG region of the availability of funds and the application process. The AACOG staff will also print an advertisement in the regional newspaper notifying the eligible entities, private sector interests and the general citizenry of the availability of funds. The AACOG will host one application workshop and aid in any manner necessary regarding the application process.

Applications will be reviewed by AACOG staff and the Resource Recovery Committee (RRC) of the AACOG, using screening and selection criteria developed in cooperation with the TCEQ. The committee consists of representatives from local government, private industry, private citizens and environmental organizations of various interests involved in solid waste management in the region, according to TCEQ guidelines.

Initial Screening: 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. AACOG staff will complete the initial screening of each application.

- A. The application must be complete.
- B. The proposed project must conform to eligible category standards, eligible recipient standards, and allowable expense standards, as established by the TCEQ and the AACOG.
- C. The applicant must agree to document the results of the project as required by the AACOG.
- D. If the applicant is subject to solid waste disposal fees, payments to the State of Texas must not be in arrears.
- E. If the proposed project provides a service, the applicant must include a list of all known entities providing similar or related service in the area covered by the proposed project. The application materials must show that known service providers were contacted by the applicant by letter. The AACOG must make a determination that the service to be provided is not otherwise readily available, or does not create a competitive advantage over a private industry which provides a similar service.
- F. The proposed project must be consistent with applicable goals, objectives, and recommendations of the adopted regional solid waste management plan.
- G. Past performance on solid waste pass-through grants may have either a positive or negative impact on current submissions. For those applicants who previously received a solid waste grant(s), AACOG staff will also provide the AACOG Resource Recovery Committee (RRC) with information advising the RRC on past performance (timely and complete spending; timely and complete financial and results reports).

AACOG staff will assign scores for Criteria A – D as these criteria are non-subjective criteria.

- H. A list of established of cost averages for similar projects (i.e., equipment purchases, HHW events, tire collections, etc.) will be made available. Established cost averages will be compiled from AACOG grant data.

Ranking and Scoring: Scoring for the projects are under the suggested guidelines from the TCEQ. Each applicant will provide a single slide, stating what they are requesting, why they are requesting the item, and how will the effort be sustained after the grant. They may also state their population, based on the **US 2010 Census** and provide a picture of the item they are requesting. The applicant will also be required to answer any questions the committee members may have. Each member of the RRC is prohibited from voting on an application that comes from their own entity or in which they may have a vested interest or possible financial gain. RRC members may not make the presentation for their proposal. The RRC shall determine if the proposed activities qualify for full, partial or no funding according to the priorities previously adopted and published by the RRC. The RRC will list their recommendations for project funding in priority order, and shall prepare a narrative giving the rationale for each funding recommendation. Members with applications from their organizations will not participate in either prioritizing or providing rationale for funding recommendations. The projects are submitted for funding until all funds are expended. The highest and lowest score on each application will be omitted; the remaining scores will be averaged to get a ranking for each proposal. The ranking will be used as a starting point in the discussion for allocating funds. The RRC may further recommend funding for any remaining unfunded applications should monies become available.

Selection Criteria: Each applicant can receive a maximum of 100 points. Following the initial screening by AACOG staff, the RRC will review, score and rank applications based upon the following criteria:

- | | |
|---|------------------|
| A. <u>Project Impact</u> | <u>10 points</u> |
| Points will be assigned based on the waste generation population of the entity (entities) involved as follows: | |
| 0 – 100,000 | 4 points |
| 100,000 – 500,000 | 6 points |
| 500,000 – 1 million | 8 points |
| Over 1 million | 10 points |
|
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| B. <u>Regional Coordinated Effort</u> | <u>5 points</u> |
| AACOG continues to encourage regional projects and coordination. A joint project involving 2 or more local governmental eligible entities will be awarded 5 points. | |
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| C. <u>Local Effort and Match Directly Related to the Project</u> | <u>15 points</u> |
| • Cash (Optional): Must be spent first | |
| 10% Cash Match | 3 points |
| 25% Cash Match | 5 points |
| 50% Cash Match | 10 points |

- In-kind Match Directly Related to Project 5 points
(Example: operator of equipment, not total public works staff; presenter of recycling education, not ancillary staff; etc.)
- D. First Effort/Past Performance 5 points
 - First time applicant 5 points
 - Past performance
 - ✓ Turned all required program reports on time 2 points
 - ✓ Completed project and released any excess funding at least one month before the end of the Biennium 3 points
- E. Project Description 15 points
 - Is the need for the project clearly stated?
 - Is the goal or objective of the proposed project clearly stated?
 - Can the objective be measured?
 - Is the geographic area affected by the proposed project clearly described?
 - Is the specific waste stream targeted by the project identified?
- F. Work Program 15 points
 - Are all of the major steps or tasks involved in the proposed project clearly presented and adequately described?
 - Are responsible entities for accomplishing each step or task identified?
 - Is the specific timeframe for completing each step or task provided?
 - If the proposed project includes equipment, has the applicant shown that the specified equipment is appropriate for the work to be performed?
- G. Project Cost Evaluation 10 points
 - To what extent is the applicant requesting funding for operational expenses?
 - If an ongoing service is proposed, to what extent has the applicant demonstrated ability to sustain the program.
- H. Contribution to AACOG's Regional Goals 25 points
 - Does the project clearly address one of the AACOG goals?
 - Can the project demonstrate measurable outcome toward the goal?
 - Will this project continue to contribute to achievement of the goal after the funding ends?

IV. Private Industry Considerations

In accordance with Section 361.014(b) of the TX. Health & Safety Cod and 30 TAC §330.0649, TCEQ rules, a project or service funded under this program 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.

The following process will be followed during the grant selection and scoring process in order to alleviate private industry concerns with grant funded projects.

During the Request for Application (RFA) Process

AACOG will:

- A. Require all eligible grant recipients who intend to submit an application for FY 2012-2013 funds to contact in writing or in person all known private providers of similar services within the proposed service area, in their area, and to seek input from these providers in compiling their grant application;
- B. Send notices to all known private solid waste service providers to include the (1) availability of grant funds, (2) the timeframe allowed for eligible applicants submitting applications to AACOG, (3) the dates of the 10-day period reserved for private sector review of the applications and the location for that review, (4) announcing that the date by which a summary of all applications received will be available on that AACOG website, (5) the date of the scoring meeting at which those applications are to be reviewed and ranked by the AACOG RRC, and (6) the date of the AACOG Board of Directors meeting at which a vote on the project awards will be made;
- C. Also publish, repeating all in the information in “B” above, a public notice in the San Antonio Express News in order to reach any private sector company that may not have received a letter, either because of change of address or being a new endeavor in the AACOG Region. This notice will be published in a Sunday edition of the San Antonio Express at the same time as the notice notifying eligible entities of the availability of the request for applications.

Upon Receipt of Application

- Staff will compile a list of all received applications that will be reviewed and ranked at the scoring meeting to be placed on the AACOG web page for the private sector to review. This will appear on the web at the beginning of the 10-day review period. Should there be any network problems any private sector company may request a printed list.

Review Period

- Review of the complete applications will be done at the AACOG offices between the hours of 8:30 a.m. to 4:30 p.m. After on-site review, if copies are desired, they may be had at the cost recovery rate.
- All comments from the private service providers must be made in writing and received at AACOG by 4:30 p.m. on the day before the scoring is scheduled.

Scoring Meeting

- All known private sector providers will be invited to attend the scoring meeting as the scoring meeting is an open meeting.
- Private service providers must have turned in their written concerns prior to the deadline. They may comment or answer questions of the RRC during the meeting. If this provider has membership on the RRC, the individual

commenting or answering questions must be different than the RRC member or alternate.

- Where a known private solid waste provider has a concern about a proposed project and is not able to attend the scoring meeting or does not wish to, his/her written comments will be provided to the RRC.

Protested Applications

- If a private industry wishes to protest against an application, they shall submit a letter to AACOG stating how the project proposal interferes with their business and that they would like the opportunity to provide the said service.
- The letter must be received by the review period deadline of the RRC.
- The complainant may attend the scoring meeting to answer questions that the RRC may have. If the RRC finds the complaint has merit, then the project may be revoked.
- Both parties may appeal to the AACOG Board of Directors. If the issue is not resolved locally, AACOG will advise in writing the private industry which submits comments opposing a project that they have ten days to appeal a funding selection decision directly to TCEQ, with notification required of AACOG as well.
- AACOG will delay awarding a pass-through grant or proceeding with a regional project if a private industry appeal is submitted to TCEQ, pending a decision from TCEQ on the appeal.
- If the project is revoked and the service is not made available by the next grant cycle, the entity may reapply in the next grant cycle.

The private industry within the AACOG region has not expressed any issues of concern over the past grant cycles. AACOG is confident that we make a good faith effort to notify private industry in our area about the grant program. Additionally, AACOG staff reviews each proposal for private industry consideration. If staff has a concern, we may disqualify the application or at the least alert the RRC of our concerns.

As part of the public meetings, private industry considerations are addressed. It is a specific agenda item. The process outlined in detail above is for the benefit of eligible applicants and private industry in case any concerns arise.

**CALENDAR OF EVENTS FOR
FY 2012-2013 SOLID WASTE PASS THROUGH GRANTS**

1. February 1, 2012 (1:30 p.m.).....Public Meeting
2. February 23, 2012:Issue Request for Applications (RFAs)
3. March 1, 2012:Workshop for Grant Applications
(Hours: 9:00 a.m. – 11:30 a.m. Attendance is HIGHLY Recommended)
4. February 23 – April 12, 2012Technical Assistance Appointments
5. April 16, 2012 (10:00 a.m.):Grant Applications Due at AACOG
6. April 17 - 30, 2012:Private Sector Review.
(Hours: 8:30 a.m. to 4:30 p.m.)
7. May 2, 2012 (9 a.m. to 4 p.m.):Resource Recovery Committee Review
Grantees will be assigned arrival times
8. May 2, 2012 (10:00 a.m.):Resolutions Due from Applicants
9. May 16, 2012 (10:00 a.m.):AACOG Management Committee
10. May 23, 2012 (1:00 p.m.):AACOG Board of Directors
11. May - June, 2012:Applications emailed to TCEQ
(At least 10-day turnaround on final approval)
12. June-July, 2012 *:Contracts will be mailed to Grantees
(Contracts will be mailed as soon as TCEQ gives final approval)

CERTIFICATIONS OR RESOLUTIONS FROM LOCAL GOVERNMENTS
WILL BE REQUIRED BY May 2, 2012

*** Note: Start date for grant expenditures:
FY 2012 Grants: Date of Fully Executed Contract
FY 2013 Grants: September 1, 2012**