

Recycling Grant Application



Grant Name: Enhancing Rural Curbside Recycling **Grant Number:**

APPLICANT: BOSTON MOUNTAIN SOLID WASTE DISTRICT

CONTACT: TAYLOR GLADWIN-OSBURN

ADDRESS: P.O. Box 228

CITY: PRAIRIE GROVE

COUNTY: WASHINGTON

ZIP CODE: 72753

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PROJECT TYPE (CATEGORY)	GRANT FUNDS REQUESTED	MATCHING FUNDS COMMITTED	TOTAL PROJECT COST
RECYCLING PROGRAM	\$35,000	\$140,228	\$175,228

Select only one category

- Administrative
- Recycling Programs
- Material Recovery Facility
- Recycling Equipment
- Education
- Waste Reduction Activities
- Composting
- Transfer Station with Recycling
- Electronics Recycling
- Planning

1. **Other than Recycling Grant funds**, how are expenses for the continuation of this project to be funded (including maintenance, repairs, labor and operating expenses)?
 We will continue to fund the project through money made by selling recyclables and by money saved in smaller tipping fees at the landfill. We will hire temporary workers until the recycling program grows. Then we plan to hire additional full-time labor to help sort recycling.

2. **Who will manage the finances of this grant and how may s/he be contacted?** (Who is responsible for maintaining records of income and expenses related to this grant?)
 Taylor Osburn tosburn@bmswd.com

Please provide as detailed information as possible about your proposed recycling grant project. The more information and detail you are able to provide the better understanding the reviewers will have of your project. For questions regarding eligible applicants and/or grant projects please refer to the *Boston Mountain Solid Waste District: Recycling Grant Program Guidelines 2018*.

All items must be completed and returned to the Boston Mountain Solid Waste District (District) by the close of business **July 13, 2023**. Electronic or paper copies are acceptable.

APPLICATION CHECKLIST:

- Representative attend pre-application meeting
- Complete Project Summary and Budget Narrative
- Completed grant application signed by authorizer representative
- Submitted to Boston Mountain Solid Waste District by July 13th

PROJECT DESCRIPTION & BUDGET

- *Limit to a two-page narrative.*
- *Include any dimensions for facilities, equipment brochures, drawings, pictures, etc.*
- *For construction projects (including building modifications, parking lots and fencing), please tell us who owns the property.*

Applicants should provide an overview of the proposed project, what will be purchased, the project's purpose and scope and the specific methods and technologies that will be incorporated to implement the project. The summary should include a timeline in narrative form for the major project implementation events including securing of permits and/or licenses, construction of facilities and completion of service contracts. Include the specific material or initiative being targeted and projected tons or capacity rating forecasted. How do you keep the public informed about the recycling, waste reduction and educational opportunities provided by your program? Applicants should demonstrate the financial and operational rationale for the requested funding and provide supporting information. State how the proposed project supports the strategic and educational goals of the District and State solid waste management plans.

Include a detailed budget.

MINIMUM CONDITIONS OF RECYCLING GRANTS

GRANT RECIPIENTS AGREE TO:

- Comply with the guidelines and requirements of the *Boston Mountain Solid Waste District: Recycling Grant Program Guidelines*
- 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 under the recycling program from deposition in landfills in the period of three (3) years following the date of the grant award by the department.
- Start prior year grant project before July 27th, the date pre-applications for the next grant round are due to the department.
- Use facilities or equipment purchased with grant funds no less than 50 percent of the time on the purposes specified in the grant application.
- Ensure all applicable federal, state and local permits and licenses have been obtained.
- Use any interest earned on grant funds exclusively for recycling programs consistent with the District's Solid Waste Management Plan.
- Maintain an orderly accounting system to document that grant expenditures are made in accordance with project budget. This includes keeping copies of all bids, paid invoices, canceled checks, and other appropriate paperwork.
- Report for five years after receipt of grant funds or until all funds are expended, whichever is longer, as directed by statute and regulation.
- Conform to all state laws on the purchase, use or sale of equipment and facilities secured with grant funds.
- Seek competitive bids or requests for proposals (RFP) for purchase of equipment or services as required by state and local procurement laws.
- Receive written approval from the Board for any modifications to the grant, including requests for time extensions.
- Receive written consent from the Board and the department before selling, trading or transferring facilities or equipment.

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

Taxes Reimbursement of funds Retroactive purchases	Legal fees Licenses or permits	Vehicle registration Utilities
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ADMINISTRATIVE REQUIREMENTS

All grants are subject to audit. District personnel have the right of access to all records pertaining to grant-funded project or activity.

Grant application must include: answers to the Project Description questions and a complete Budget, as required. Incomplete grant applications will not be considered and may delay processing of grant funds.

THE BOSTON MOUNTAIN SOLID WASTE DISTRICT AGREES TO

Submit a list of all completed grant applications received by eligible applicants to the Boston Mountain Solid Waste District Grant Committee.

Publish a list of grants to be submitted to the Board with for public comment open for 30 days past publication. *Copies of any comments received regarding the grant request shall be forwarded to the Board. If no comments are received, send an e-mail stating such at the end of the comment period.*

Notify the Board 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.

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 & CERTIFICATION

I certify that to the best of my knowledge, the information provided in this application and its attachments is correct and true. I understand and agree that if grant money is subsequently awarded as a result of this application, I will comply with all applicable statutory and regulatory provisions and with applicable terms, conditions, and procedures of the Recycling Grants program. I have read and agree to abide by the Minimum Conditions of Recycling Grants. I certify that all proposed activities will be carried out and that all grant money received will be utilized solely for the purposes for which it is intended unless written authorization is provided by the Regional Solid Waste Management District Board of Directors.

Robert Reed, Director
Applicants Authorized Representative Signature & Title

July 19, 2023
Date

THE ABOVE-REFERENCED GRANT IS HEREBY APPROVED.

BMSWD Director

Date

BMSWD Board Chair

Date

FOR DISTRICT USE ONLY:

DATE RECEIVED: <u>7/19/23</u>	RECEIVED BY: <u>R. Reed</u>
APPLICATION COMPLETE: <u>yes</u>	COMMENTS _____
IF NO, RETURNED TO: _____	DATE: _____

Enhancing Rural Curbside Recycling

Boston Mountain Solid Waste District Recycling Grant

Project Purpose and Background

At Boston Mountain Solid Waste District, it is our job to implement integrated waste management, which among other diversion tactics, includes accessible recycling programs and robust education. Today we are asking for \$35,000 for customized recycling bags, education materials to enhance understanding of the recycling program, and a temporary worker to help sort recycling. The purpose of this project is to increase recycling rates, meet future goals for diversion, and decrease landfill waste by helping bring convenient, curbside recycling to thousands of rural residents.

We want to remove barriers haulers face when deciding whether to offer recycling service to their customers. Boston Mountain Solid Waste District's (BMSWD) rural recycling program currently involves selling blue and green bags to interested haulers for 50-cents a bag. Blue recycling bags are for paper products, and green bags are for plastic bottles, aluminum cans, and steel cans. No haulers are participating in the recycling program at 50-cent a bag. We have identified the 50-cent bag fee as a serious barrier to haulers for implementing rural curbside recycling.

Project Summary and Budget

Of the \$35,000 we are requesting, \$20,000 will be spent on recycling bags. Three points remain important to us when it comes to the bags: 1) the bags are recycled by BMSWD once they are emptied, 2) the bags are customized with text that tells residents what recyclables go into which color of bag, and 3) the bags contain post-consumer resin. We are currently waiting for a quote and information on quantity from a vendor whose bags contain 70% post-consumer resin.

Bagging household recyclables removes a significant barrier for haulers and residents to rural curbside recycling. The barrier is that rural haulers licensed by BMSWD have a diversity of trucks, most of which are caged trailers that cannot accommodate cart lifters. Bagged recycling is the only feasible way for rural haulers to pick up recycling at the curb. Curbside recycling is the most effective method for capturing material.

After the first year, we plan to continue the bag program through money we receive from selling the recyclables, money saved from disposing of less waste at the landfill, and possibly grants. We have also discussed making it mandatory in a year or two that haulers offer curbside recycling service. This would help us reach an economy of scale to bring in more recycling and achieve higher financial gain for both BMSWD and our haulers.

If granted funding, we will spend \$5,000 on education supplies for haulers to give to their customers. For a hauler to receive free recycling bags from BMSWD, the hauler must sign an education and recycling agreement. This includes the hauler agreeing to provide their recycling customers with educational refrigerator magnets that inform the resident on how the recycling program works. We will also ask that the hauler post recycling information provided by BMSWD on their website and/or social media and distribute print materials where necessary.

To receive free bags, haulers must also agree to bring all bags of recycling back to BMSWD. This is so we can make sure the bags get recycled as well as to help pay for the bag program partially through the money we make on selling the recyclables. Furthermore, haulers must agree to weigh in and out with their recyclables separately from their trash so we can know how exactly how much recycling we are collecting. The remaining \$10,000 is to pay a temporary worker to help BMSWD staff sort the increased amount of recycling.

Once a hauler has signed the statement of agreement, we will give the hauler a certain number of bags per quarter. We will work with haulers to inform residents to put out their recycling bags only once they are full. This will be possible because bagged recyclables enable haulers to pick up trash and recycling on the same route. Therefore, we have been looking at bags that are 55-60 gallons.

Based on 2022 numbers, BMSWD has a diversion rate of nearly 10%. We know that more residents do not recycle because it is not convenient. By removing barriers to curbside recycling, we are paving the way to start increasing waste diversion in our district.

Timeline

If we receive this funding, we will order the recycling bags, refrigerator magnets, and print education materials immediately. Before the supplies arrive, we will communicate the new details and benefits of this recycling program to our haulers. Once the bags are delivered and haulers are engaged with the program, we will start the new free bag recycling program with education materials at the start of 2024, to promote to residents recycling as a New Year's resolution.

BMSWD has hired Kessler Consulting, Inc. to conduct a waste characterization study that will start this fall. The study will evaluate our methods and tell us what percentage of our landfill waste could be recycled. At that point we can set attainable waste diversion goals we can achieve with the support of a recycling program that benefits all stakeholders.

Conclusion

With the life of Northwest Arkansas's only landfill at a crossroads, it is time to approach recycling with full tenacity. A program that benefits local haulers and rural residents by increasing the convenience of recycling helps achieve this outcome. Bagged recyclables make rural recycling possible. This funding and the enhanced rural curbside recycling program will allow Boston Mountain Solid Waste District to continue fulfilling our mission of integrated waste management and put recyclables where they belong- back into production and out of the landfill.

Project Budget

Customized green and blue recycling bags	<u>\$20,000</u> – Could cover an estimated 1,000 bags per hauler per quarter. Bags expected to last for a prolonged period of time.
Education materials	<u>\$5,000</u> – Funds would pay for thousands of magnets and the necessary print materials.
Temporary worker	<u>\$10,000</u> – Funds would cover hourly wage and insurance for months of part time work.
TOTAL:	\$35,000