

**North Central Texas Council of Governments (NCTCOG)
 FY2010 SOLID WASTE IMPLEMENTATION PROJECT APPLICATION**

Application Directions:

Use Arial font size 11, copy on both sides of the page and staple all copies in upper left corner. Required submittal -- 34 double-sided copies plus a Microsoft Word formatted copy of your application on CD or diskette.

PLEASE DO NOT INCLUDE LETTERS OF SUPPORT, MAPS, PHOTOGRAPHS, PRODUCT SPECIFICATIONS, OR ANY OTHER DOCUMENTATION NOT REQUESTED. INCLUSION OF SUCH MATERIAL or NOT INCLUDING ALL SECTIONS OF THIS APPLICATION MAY RESULT IN REMOVAL OF YOUR REQUEST FROM COMPETITION. NOTE: Letters will be accepted that verify another local government, a private service provider and/or a non-profit agency is partnering with the local government seeking this grant funding.

FORM 1: LOCAL GOVERNMENT AND GRANT PROJECT INFORMATION (Forms 1 through 4: up to 10 points)

1. Project Local government information

Local Government: Collin County Texas	Project Contact Name: Judy Florence
Complete Mailing Address with zip code: Judy Florence Myers Park & Event Center 7117 County Road 166 McKinney, TX 75071	Telephone Number: 972-548-4792
Fax Number: 972-547-5743	Email Address: jflorence@collincountytx.gov

2. Project Title with a single sentence description of what the grant funding will cover:

Management of Organic Wastes through Nutrient Recycling Program ~ Collin County Government is seeking funds to purchase equipment to implement an effective and sustainable management strategy for solid wastes at Myers Park and Event Center that will allow the park staff to spread the decomposed, organic solid wastes to lawns and landscapes within the park providing for an environmentally sound and sustainable method of utilizing and recycling this valued resource.

3. Grant Project Information:

a. Please check only one goal of the three *Regional Solid Waste Management Plan* Goals, and identify the one specific Objective and one Action Recommendation from the *Regional Plan* that best applies to your project. This information can be found in the *Request for Applications (RFA)*.

- Time to Recycle Goal
- Stop Illegal Dumping Goal
- Assuring Capacity for Trash Goal

Identify the one Objective to be undertaken (quote directly from the *Regional Plan*):

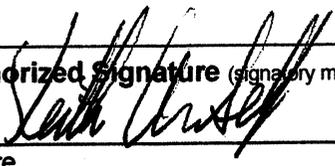
Objective 1D: Expand commercial recycling efforts in businesses and governments across the region.

Action Recommendation (quote one Action Recommendation taken directly from the *Regional Plan*):

Promote sustainable management practices for businesses concerning waste diversion, reduction and recycling.

b. Amount of Grant Funding Requested (minimum \$10,000): \$ 37,060.00

4. Authorized Signature (signatory must have contract signing authority for the eligible local government entity listed above):



Signature

Collin County Judge

Title

Keith Self

Print name

9/29/09

Date

FORM 2: CERTIFICATIONS AND ASSURANCES

I. Certifications

In order to receive grant funds under this program, the proposed project must conform to the provisions of the Request for Applications. By signing this Application, the person acting on behalf of the local government agrees to the certifications listed below and to abide by the provisions of the RFA.

1. Authority to Sign Application

The person signing this Application hereby certifies that he/she has authority from the local government to sign the Application and that such authority will bind the local government in subsequent agreements.

2. Application Contains No False Statements

The local government certifies that this Application has no false statements and that the local government understands that signing this Application with a false statement is a material breach of contract and shall void the submitted Application and any resulting contracts. The local government understands that NCTCOG will not accept any amendment, revision, addition or alteration to this Application after the final date and time for submission.

4. Governmental Status

The local government certifies that it is located in the State of Texas and fits within one of the governmental classifications listed below, as determined under state law:

- a. City;
- b. County;
- c. Public school districts or independent school districts (not including Universities or post secondary educational institutions);
- d. Other general and special law district with the authority and responsibility for water quality protection or municipal solid waste management, including river authorities; and,
- e. Council of Governments.

5. Solid Waste Fee Payments

The local government certifies that it is not delinquent in payment of solid waste disposal fees owed to the State.

6. Conformance to Standards

The local government certifies to the best of their knowledge and ability that the proposed project, including all activities in the proposed Scope of Work and proposed expenditures, conforms to eligible category standards and allowable expense and funding standards as set forth in the Request for Applications.

7. Consideration of Private Industry

The following certification applies **only** if the project is under one of the following funding categories:

- Source Reduction and Recycling
- Citizens' Collection Stations and "Small" Registered Transfer Stations
- A demonstration project under the Educational and Training Projects category

The local government certifies that it has notified private service providers in accordance with the requirements set forth in the Request for Applications and the instructions provided with this application form. The local government further certifies to the best of their knowledge and ability that the proposed project **will promote cooperation** between public and private entities, is **not** otherwise readily available, and will **not** create a competitive advantage over a private industry that provides recycling or solid waste services.

8. Consistency with the *Regional Solid Waste Management Plan*

The local government certifies to the best of their knowledge and ability that the proposed project is consistent with applicable goals, objectives, and action recommendations of the *Regional Solid Waste Management Plan*.

10. Technical Feasibility

The local government certifies that it has carefully reviewed its Scope of Work and that to the best of their knowledge and ability all activities are technically feasible and can be satisfactorily completed within the grant period as set forth in the Request for Applications.

11. Costs Reasonable and Necessary

The local government certifies to the best of their knowledge and ability that the proposed project activities in the Scope of Work and the expenses outlined in the Budget are reasonable and necessary to accomplish the project objectives, and the proposed expenses are consistent with the costs of comparable goods and services.

12. Certification by Law Enforcement Programs

As provided by the General Appropriations Act (80th Leg. R.S.), funds may not be expended to any law enforcement agency regulated by Chapter 1701, Texas Occupations Code, unless: (a) the law enforcement agency is in compliance with all rules on Law Enforcement Standards and Education; 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.

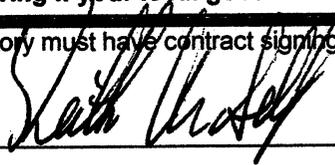
II. Assurances

If the Application is approved for funding, the grant funds will be awarded through an Interlocal Agreement contract between the local government and NCTCOG. This Agreement will contain a number of standards, requirements, and processes that must be complied with as a condition of receiving the funding. In order to ensure an understanding by the local government of some of the main conditions that will be included in the Interlocal Agreement, the local government is asked to review the following assurances. By signing this Application, the person acting on behalf of the local government indicates their understanding of these conditions and provides assurances that these and other conditions set forth in the Interlocal Agreement will be adhered to if funding is awarded.

1. **Compliance with Standard Pertaining to Real Property and Equipment**
Local government provides assurances that, if funded, the local government will comply with the contract provisions pertaining to title and to management of real property and equipment. The contract will contain obligations and conditions regarding the use of the equipment and/or facilities (the "property") acquired under the agreement. Included in the provisions are obligations to provide adequate maintenance and conduct physical property inventories; restrictions and conditions on the use, replacement, sale, or transfer of the property; as well as obligations to continue in the use or transfer of the property to adhere to the provisions that grant funds are not being used to create a competitive advantage over private industry.
2. **Participation in NCTCOG/TCEQ Recycling Surveys and Reporting**
Local government provides assurances that, if funded, the local government will respond to annual recycling program surveys and/or other requests from NCTCOG or the Texas Commission on Environmental Quality for information on municipal solid waste management activities.
3. **Compliance with Progress and Results Reporting Requirements**
Local government provides assurances that, if funded, the local government will comply with requirements for: reporting on the progress of the project tasks and deliverables; documenting the results of the project and providing those results to the NCTCOG on a schedule established by the NCTCOG, and to continue to document the results of the project activities for the life of the project, and to provide the NCTCOG with a follow-up results report approximately one year after the end of the grant term.
4. **Financial Management**
Local government provides assurances that, if funded, the local government will comply with contract provisions and requirements necessary to ensure that expenses are reasonable and necessary, and to adhere to financial administration and reimbursement procedures and provide financial reports on a schedule established by NCTCOG.
5. **Compliance with Americans with Disabilities Act**
Local government provides assurances that, if funded, the local government will comply with all the applicable requirements of the Americans with Disabilities Act of 1990, 42 U.S.C. §§12101-12213 (Pamph.1995).
6. **Compliance with the Single Audit Act**
Local government provides assurances that, if funded, the local government will comply with the Single Audit Act as defined by the Uniform Grant Management Standards (UGMS), January 1998.
7. **Compliance with Program and Fiscal Monitoring**
Local government provides assurances that, if funded, the local government will comply with program and fiscal monitoring provisions of the contract, including: providing additional reports or information as may be requested to adequately track the progress of the project, and allowing site visits to evaluate the progress of the project and to view any grant-funded equipment or facility.

Please sign the following if your local government agrees to comply with these Certifications and Assurances.

NOTE: Signatory must have contract signing authority for the eligible local government entity.

Signature:  _____

Typed/Printed name: Keith Self

Title: Collin County Judge

Local Government: Collin County

FORM 3: AUTHORIZED REPRESENTATIVES

The local government hereby designates the individual(s) named below as the person/persons authorized to receive direction from NCTCOG, to manage the work being performed, and to act on behalf of the local government for the purposes shown:

1. **Authorized Project Representative.** The following person is authorized to receive direction, manage work performed and sign required periodic status and statistical reports:

Signature:
Printed Name: Judy Florence
Title: Park Manager

2. **Authorized Financial Representative.** The following person is authorized to act on behalf of this local government in all financial and fiscal matters including authorizing and signing reimbursement requests:

Signature:
Printed Name: Jeff Durham
Title: Parks & Projects Manager

FORM 4: RESOLUTIONS OR COURT ORDERS

The governing body of the local government **must** approve a resolution or court order authorizing the Project Application submittal as well as receipt of funding if the project is approved. An original of this resolution or court order **must** be submitted to NCTCOG by **Friday, October 30, 2009**.

EXAMPLE of a RESOLUTION or COUNTY COMMISSIONERS' COURT ORDER

RESOLUTION or COUNTY COMMISSIONERS' COURT ORDER OF (Name of local government entity) AUTHORIZING THE FILING OF A PROJECT APPLICATION WITH THE NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS FOR A REGIONAL SOLID WASTE PROGRAM LOCAL IMPLEMENTATION PROJECT; AUTHORIZING (Person and title) TO ACT ON BEHALF OF (Name of local government entity) IN ALL MATTERS RELATED TO THE APPLICATION; AND PLEDGING THAT IF FUNDING FOR THIS PROJECT IS RECEIVED (Name of local government entity) WILL COMPLY WITH ALL PROJECT REQUIREMENTS OF NCTCOG, TEXAS COMMISSION ON ENVIRONMENTAL QUALITY AND THE STATE OF TEXAS.

WHEREAS, the North Central Texas Council of Governments is directed by the Texas Commission on Environmental Quality to administer solid waste project funds for the implementation of NCTCOG's adopted Regional Solid Waste Management Plan; and

WHEREAS, (Name of local government entity) in the State of Texas is qualified to apply for project funds under the Request for Project Applications.

NOW, THEREFORE, BE IT RESOLVED BY (Name of local government entity) IN (Location of office) TEXAS THAT;

1. (Name/title of individual) is authorized to request grant project funding under the North Central Texas Council of Governments' Request for Project Applications of the Regional Solid Waste Local Project Funding Program and act on behalf of (Name of local government entity) in all matters related to the grant project application and any subsequent project contract that may result.
2. If the grant project is funded, (Name of local government entity) will comply with the requirements of the North Central Texas Council of Governments, Texas Commission on Environmental Quality and the State of Texas.
3. The local government will allocate and expend the necessary moneys to support this grant project and then seek reimbursement from NCTCOG on a timely basis.
4. The grant project funds and any project-funded equipment or facilities will be used only for the purposes for which they are intended under the project.
5. The grant activities for this project will comply with and support the adopted regional (and local) solid waste management plans adopted for the geographical area in which the activities are performed.

PASSED AND APPROVED by (board or chief official as applicable) in (city and county), Texas, on this the (number/day) day of (month), (year).

Notary or City Secretary: _____

(Signature of Authorized Official)

(Signature)

**Management of Organic Wastes through Nutrient Recycling Program
Project Description
Myers Park and Event Center
Collin County Government
McKinney, Texas**

The management of organic wastes through nutrient recycling program meets the Time to Recycle goal established in the Regional Solid Waste Management Plan for North Central Texas. Implementing an effective and sustainable management strategy for solid wastes at Myers Park and Event Center will allow the park staff to spread the decomposed, organic solid wastes to lawns and landscapes within the park providing for an environmentally sound and sustainable method of utilizing and recycling this valued resource. By implementing this waste diversion plan Collin County in turn aides in increasing the landfills capacity, thus meeting the objective to expand commercial recycling efforts in businesses and governments across the region. The management of solid wastes can occur in a variety of forms.

The Myers Park and Event Center, a Collin County operated facility, is a unique park located in Northwest McKinney, Texas. The park is the venue for a wide variety of events, including a variety of livestock shows, educational events, tractor shows, sporting events and weddings. The approximately 165 acres park possesses a varied topography with numerous waterways originating and traversing the property. There are 4 ponds located within the park and serve as flood control and a source of irrigation water.

Numerous events that are conducted at the park produce copious amounts of animal solid wastes. The management of these solid wastes has consisted of the creation of a collection site within the park. The collection site has continued to grow in size, both height and width. The numerous trees, lawns, and other landscapes within the park have created considerable amounts of solid wastes. Organic material from plant-based sources has been added to this site. The removable of all these solid wastes to municipal recycling or landfills requires considerable costs and resources.

These organic wastes possess considerable amounts of nutrients which have the potential for provide benefits to the lawns and landscape plants within the park. The current management strategies of storing the solid wastes onsite or transporting these waste to municipal facilities is not a sustainable management strategy. The storage of solid wastes onsite can potentially lead to a source of nutrients entering water ways traversing the park and can have negative effects on ecological balance within the pond.

These solid wastes provide an excellent source of nutrients for plants, effectively reducing the parks reliance on expensive, synthetic, petroleum-based fertilizers. Additionally, the organic matter contained in the solid wastes provides numerous beneficial effects on soil health, allowing soil to absorb more water and nutrients, as well as increasing the diversity of beneficial microorganisms within the soil environment.

Myers Park and Event Center is the site of an Earth Kind Environmental Stewardship Research Project. This research project is focused on testing herbaceous and woody perennial plants without pesticides and fertilizer using the Earth Kind Landscape Management Principles. A component of this research and education program, conducted by the Texas AgriLife Extension Service, is the effective reduction of landscape waste entering landfills. Education on Earth Kind Environmental Stewardship is routinely provided to the public and Master Gardener Volunteers at the Myers Park and Event Center, including the effective use of compost and mulch for lawns and landscapes.

The development of an effective and sustainable management strategy for solid wastes at Myers Park and Event Center will require the purchase of equipment to allow this material to be transported and distributed within the park. The funding of this proposal and purchase of this equipment will allow the park staff to spread the decomposed, organic solid wastes to lawns and landscapes within the park and providing for an environmentally sound and sustainable method of utilizing and recycling this valued resource. This proposed management strategy has the potential for becoming an effective education demonstration for the public and the management staff at similar facilities.

This project has not received grant funding in prior years. The estimated cost of the project includes a tractor and front end loader with enclosed cab, as required to handle hazardous waste, purchase price of \$32,185; and a manure spreader purchase price of \$4,875.

The development of an effective and sustainable management strategy for solid waste at Myers Park and Event Center which requires the purchase of equipment to allow this material to be transported and distributed within the park. The funding of this proposal and purchase of this equipment will allow the park staff to spread the decomposed, organic solid wastes to lawns and landscapes within the park and providing for an environmentally sound and sustainable method of utilizing and recycling this valued resource. This proposed management strategy has the potential for becoming an effective education demonstration for the public and the management staff at similar facilities. Collin County Government will continue to offer support needed to maintain this proposed management strategy.

**Management of Organic Wastes through Nutrient Recycling Program
Project Timeline
Myers Park and Event Center
Collin County Government
McKinney, Texas**

1. Execution of the Interlocal Agreement with NCTCOG – December 2009
2. Purchase of Equipment
 - a. Submit bid specifications to Equipment Services ~ January 2010
 - b. Advertise for bids ~ March 2010
 - c. Award bid and purchase equipment ~ May 2010
3. Quarterly Status Reports on the progress of the grant project –
 - a. Every three months, beginning March 2010
4. All expenditures completed – June 30, 2010
 - a. Request for reimbursement
5. Final Report and Release of All Claims to NCTCOG by September 30, 2010.

FORM 7: EXPLANATION REGARDING PRIVATE INDUSTRY NOTIFICATION

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.

Categories Requiring Private Sector Notification:

If you are applying for a grant for a project that falls under the categories listed below, you must notify the private sector and adhere to the requirements listed below. Failure to notify private industry service providers will result in immediate disqualification from this grant process.

Source Reduction and Recycling

Citizens' Collection Stations and Small Registered Transfer Stations

Educational and Training Demonstration Projects (Any program or project funded with the intent of demonstrating the use of products made from recycled and/or reused materials that has as its primary purpose the education and training of residents, governmental officials, private entities, and others to encourage a market for using these materials.)

In accordance with grant requirements established by the TCEQ, a local government seeking funding for a project that is related to one of the above listed categories must adhere to the requirements listed below prior to submitting the application:

- Contact in person or in writing all known private service providers which, at the time of the application development, are providing services similar to this grant proposal within the geographic service area that the project intends to serve. A list of private service providers within the region is available from NCTCOG.
- 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.
- Consider, where appropriate, meeting directly with private service providers that may have a concern about the proposed project to attempt to resolve any concerns.
- Complete applicable information on Forms 7a and 7b to provide documentation that private service providers were notified of the project.

Statement of Private Sector Notification:

I certify, as an authorized representative of the local government with regard to the public/private sector cooperation requirements as outlined in the Request for Applications, that this application:

comes under one of the categories listed above requiring private sector notification; however, I am unaware of any public or private entity which provides similar or related services within the proposed project area. *(The local government must attach a description of efforts to research and ascertain other existing services and demonstrate the reason why this option is selected. For example, a description of inquiries that were unsuccessful could be attached.)*

comes under one of the categories listed above requiring private sector notification; however no competitive advantage exists, therefore no private sector notification was necessary. *(The local government must explain.)*
Myers Park is owned and operated by Collin County Government. Currently compost our solid waste but have no means of spreading and recycling.

comes under one of the categories listed above requiring private sector notification; and, I have notified the private sector industry. *(The local government must complete Forms 7a and 7b on the following page.)*

Form 7a. List of Private Service Providers Notified

Private Service Providers Contacted	Name & Position	Response When Notified	Phone Number	Date Notified

Form 7b. Summaries of Discussions with Private Industry

Provide a brief summary below of any responses to your inquiries that expressed concerns regarding your project. Furnish information on any concerns voiced by the private service providers, including:

- (1) brief summaries of any meetings or discussions held between the local government and the private service providers;
- (2) an explanation of any changes made to the proposed project to address private service provider concerns; and,
- (3) an explanation of any remaining concerns that were not addressed and why the local government determined that the concerns are not valid under the statutory requirements.

Private Service Providers Contacted	Name & Position	Please Explain Any Concerns?

8. PROJECT BUDGET SUMMARY
(up to 25 points)

Provide a detailed explanation of the costs associated with the proposed project. Offer a breakdown of the total amount of funding being requested for the proposed project. The expenses must be consistent with the category expense standards provided in the Request for Applications. Complete any of the detailed budget forms which are applicable to your proposed budget.

Budget Category	Grant Funding Amount Sought <i>Please round costs to the nearest dollar.</i>
1. Personnel/Salaries	\$
2. Fringe Benefits	\$
3. Travel (Does not include registration)	\$
4. Supplies (<u>consumable</u> general office supplies)	\$
5. Equipment (unit cost of \$5,000 or more)	\$37,060
6. Construction	\$
7. Contractual (other than construction costs)	\$
8. Other (anything not itemized above)	\$
9. Total Direct Charges (sum of 1-8)	\$37,060
10. Indirect Charges*	\$
11. Total (sum of 9 - 10)	\$37,060

12. Fringe Benefit Rate:	_____ %	
13. Indirect Cost Rate:	_____ %	

Identify, in detail, each budget category to which your indirect cost rate applies and explain any special conditions under which the rate will be applied:

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*In accordance with the UGMS, indirect charges may be authorized if the Local government 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 Local government 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 your local government has an approved cost allocation plan, please enclose documentation of your approved indirect rate.

Matching Funds Contributions: \$ N/A
Local match through cash or in-kind services is encouraged.

Please explain in separate line items the detail of any matching funds or contributions to be provided by the local government. In-kind services should relate only to staff or services directly involved with your proposed project. Describe the relative importance or effort the local contribution will have in relationship to the entire project. **This information will be used in contracting with successful projects and will be tracked for proper payment.**

Complete any of the following detailed budget forms that are applicable to your budget.

Form 8a - Detailed Personnel/Fringe/Indirect Charges Budget: Total \$ N/A

This budget information should be completed if any expenses are entered for Personnel (Line 1), Fringe Benefits (Line 2) and/or Indirect Charges (Line 10) of your Project Budget Summary. In the space below, list the names and titles of individuals whose salaries will be paid for, in all or in part, from project funds. Also, indicate if funds are for a new or existing employee (attach additional sheets if necessary).

Employee name _____
 Title _____
 Salary \$ _____

Employee name _____
 Title _____
 Salary \$ _____

Employee name _____
 Title _____
 Salary \$ _____

TOTAL PERSONNEL/FRINGE/INDIRECT CHARGES: \$ _____

If your budget lists fringe benefits (Line 2) and/or indirect costs (Line 10), please provide the following:

- Fringe benefit rate: _____%
- Indirect charge rate*: _____%

*In accordance with the UGMS, indirect charges may be authorized if the local government has a negotiated indirect cost rate agreement signed within the past 24 months by a federal cognizant agency or state single audit coordinating agency. The local government 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 you have an approved cost allocation plan, please enclose documentation of your approved indirect rate.

Form 8b - Detailed Travel Budget: Total \$ N/A

This budget section should be completed if any expenses are entered for Travel (Line 3) of your Project Budget Summary. In-state travel expenses directly related to the conduct of the funded project may be authorized. Please describe below the types of travel expenses (state rate mileage, meals, airfare, hotel, etc.) expected, conference/workshop names if known, and purpose for travel. For Registration Fees, see "Other" Detailed Budget page.

Purpose of travel: _____
 Cost: \$ _____

Purpose of travel: _____
 Cost: \$ _____

TOTAL TRAVEL COSTS: \$ _____

Form 8c - Detailed Consumable General Office Supply Budget: Total \$ N/A

This budget section should be completed if any expenses are entered for general office supplies (Line 4) of your Project Budget Summary. Supplies are consumable office items that generally have a useful life of less than one year and have a unit cost of less than \$1,000. Expenses for food and beverages are not allowable. Please describe below the general office supplies expenses you intend to purchase with project funding; attach additional sheets if necessary.

<u>General office supplies</u>	<u>Costs</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
TOTAL SUPPLIES:	\$ _____

Form 8d - Detailed Equipment Budget: Total \$ 37,060

This budget section should be completed if any expenses are entered for Equipment (Line 5) of your Project Budget Summary. Equipment expenses include non-construction related, tangible, personal property having a unit acquisition cost of \$5,000 or more (including freight and set-up costs) with an estimated useful life over one year. Please describe below the equipment expenses you intend to purchase with project funding, providing as many details as possible at this time.

<u>Equipment (description, type, model, etc.)</u>	<u># of units</u>	<u>Costs</u>
John Deere 3720 Tractor	<u>1</u>	\$ <u>28,450</u>
John Deere 300CX CP Loader	<u>1</u>	\$ <u>3,735</u>
Frontier MS11 Small Manure Spreader	<u>1</u>	\$ <u>4,875</u>
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
TOTAL EQUIPMENT:		\$ <u>37,060</u>

Form 8e - Detailed Construction Budget: Total \$ N/A
(All construction expenses must be pre-approved by NCTCOG.)

This budget section should be completed if any expenses are entered for Construction (Line 6) of your Project Budget Summary. Construction expenses include the cost of planning the project, materials and labor, cost of equipment attached to the permanent structure and any sub-contracts performed as part of the construction. All local government municipal laws and regulations including UGMS for bidding and contracting for services must be followed. Please itemize below the construction expenses associated with the proposed project, providing as many details as possible at this time.

<u>Construction (and related expenses)</u>	<u>Costs</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
TOTAL CONSTRUCTION:	\$ _____

Form 8f - Detailed Contractual Budget:	Total \$ <u> N/A </u>
(All contractual expenses must be pre-approved by NCTCOG.)	
<p>This budget section should be completed if any expenses are entered for Contractual (Line 7) of your Project Budget Summary. Expenses include the cost of professional services or tasks provided by firm or individual who is not employed by the project funds recipient, other than those related to construction. All local government municipal laws and regulations including UGMS for bidding and contracting for services must be followed. Please itemize below the contractual expenses associated with the proposed project, providing as many details as possible at this time.</p>	
<u>Contractual</u>	<u>Costs</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
TOTAL CONTRACTUAL:	\$ _____

Form 8g - Detailed Other Expenses Budget:	Total \$ <u> N/A </u>
<p>This budget sheet should be completed if any expenses are entered under the Other (Line 8) of your Project Budget. "Other" expenses are those for items or services that do not readily fit into any of the previous budget categories in this application. If any of the expenses listed below are included in the calculation of your rate for indirect charges, do <u>not</u> list them on this sheet.</p>	
<u>Other expenses</u>	<u>Costs</u>
___ Postage/delivery	\$ _____
___ Telephone/FAX	\$ _____
___ Utilities	\$ _____
___ Printing/reproduction	\$ _____
___ Advertising, public notices	\$ _____
___ Signage	\$ _____
___ Training (registration fees)	\$ _____
___ Office space, equipment rentals	\$ _____
___ Basic office furnishings	\$ _____
___ Books and reference materials	\$ _____
___ Repair and maintenance	\$ _____
___ Computer Hardware	\$ _____
___ Computer Software	\$ _____
<u>Miscellaneous ALL other expenses</u> (Separately itemize these expenses below:)	
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
TOTAL OTHER:	\$ _____

REQUIRED
ATTACHMENTS TO THE GRANT APPLICATION

1. The governing body of the local government **must** approve a resolution or court order authorizing the Grant Project Application as well as the acceptance of grant funds if the Application ranks high enough to be considered for funding.

This resolution or court order **must** be formally signed by the appropriate official and be notarized and signed (or stamped with the local government's seal) in addition to those signatures required in the Grant Project Application. **Please furnish information regarding when your government's document will be officially executed for the benefit of the individual scoring your proposal.**

This resolution or court order will be due to NCTCOG no later than Friday, October 30, 2009.

2. If indirect costs are included in the project budget, attach the local government's latest **indirect cost allocation plan**, including documentation of approval of the plan and the indirect cost rate by the local government's Federal Cognizant Agency or State Coordinating Agency.