

**North Central Texas Council of Governments (NCTCOG)
 FY2011 SOLID WASTE IMPLEMENTATION PROJECT APPLICATION**

Application Directions: Due on May 28, 2010; Resolutions or Court Orders due July 2, 2010.

Use Arial font size 11, copy on both sides of the page and staple all copies in upper left corner. Required for 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	Project Contact Name: Tammi Koch
Complete Mailing Address with zip code: 700 A. Wilmeth Rd McKinney, TX 75069	Telephone Number: 972-548-3700
Fax Number: 972-548-3754	Email Address: tkoch@collincountytx.gov

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

Solvent Remixer Purchase
 Purchase a machine that will recycle household solvents like paints and resins by distilling and remixing them into reusable goods, such as new paint.

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).

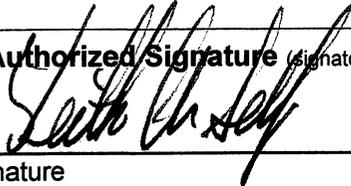
Time to Recycle Goal
 Stop Illegal Dumping Goal
 Assuring Capacity for Trash Goal

Identify the one Objective to be undertaken (quote directly from the *Regional Plan*):
 Expand collection and management of special wastes.

Action Recommendation (quote one Action Recommendation taken directly from the *Regional Plan*):
 Develop on-going and sustainable programs for collection and disposal of HHW.

b. Amount of Grant Funding Requested (minimum \$10,000): \$ 20,000.00

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



 Signature

Collin County Judge
 Title

6/7/10

 Date

Keith Self
 Print name

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: 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:
Title:

- 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:
Title:

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, July 2, 2010**.

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)

(Typed or Printed Name)

(Type or Printed Name)

FORM 5. PROJECT DESCRIPTION

(Up to 30 points)

The goal in purchasing a solvent remixer is to provide another option in which to recycle household solvents such as paint. The remixer is a machine specifically designed to take used solvents and, through a sophisticated distillation and mixing process, create reusable solvents. So not only will we be able to collect used solvents from county residents; we will also be able to remix much of what is collected and, for example, create new paint that may be used again. This remixer will be the first of its kind to be used in Collin County.

This new equipment will directly contribute to the attainment of the *Regional Solid Waste Management Plan* objective (1H) of expanding the collection and management of special wastes, as we will be able to offer another very viable option in the collection and recycling of household solvents. This new remixer will not only provide an ongoing and sustainable option for HHW collection and disposal (a Regional Plan Objective 1H action recommendation), but will also reuse certain goods such as paint and other solvents (another Objective 1H action recommendation).

The remixer will be available throughout the year for use with solvents collected from the residents of Collin County, an area with an approximate population of over 800,000 people. This will be quite a "green" benefit to our residents, as we are not only safely collecting and recycling hazardous solvents (and mitigating the illegal dumping problem) but we are also reusing former waste products.

Depending on the volume of solvents remixed, the new products produced by the remixer will at least be used by staff for county building/renovation projects and available for donation to area non-profit organizations and residents.

FORM 5a. PROJECT CONTINUATION

(Up to 10 points)

The ongoing use and maintenance of the Solvent Remixer will be supported and facilitated internally by Public Works personnel. Funding for maintenance, paint containers, and labels will be requested in the Public Works proposed budget for the next fiscal year.

FORM 6. PROJECT WORK PROGRAM AND TIMELINE

(Up to 25 points)

1. Application for NCTCOG Funding

- a. Development of strategy and estimation of costs: end of April/beginning of May 2010
- b. Completion of application and submittal to county grants committee: mid-May 2010
- c. Application submission to NCTCOG: May 26, 2010
- d. Submittal for Commissioners Court approval: beginning of June 2010
- e. Execution of Interlocal Agreement with NCTCOG: August 2010

2. Solvent Remixer

- a. Public Works request to Purchasing Department for vendor selection: August 2010
- b. Purchasing Department request for quotes and selection of vendor: September 2010
- c. Purchase of remixer: October 2010
- d. First quarterly status report to NCTCOG: October 2010
- e. Requisite training for use and maintenance of remixer: November/December 2010
- f. Remixer available for use: December 2010
- g. Availability (locations and times for public recycling of solvents) determined: December 2010
- h. Advertising and promotion of solvents collection with PIO: December 2010/January 2011
- i. Second quarterly status report to NCTCOG: January 2011
- j. End-of-month documentation of number of gallons collected/remixed and recycled solvents usage: beginning December 2010
- k. Final report to NCTCOG: February 2011

Except where noted, all of the above timeline activities will be conducted by Public Works staff.

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

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.)*

We have no private service providers to contact as we are not competing with any such entities, nor are we making any kind of profit from the purchase of this machine.

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)	\$ 20,000
6. Construction	\$
7. Contractual (other than construction costs)	\$
8. Other (anything not itemized above)	\$
9. Total Direct Charges (sum of 1-8)	\$
10. Indirect Charges*	\$
11. Total (sum of 9 - 10)	\$ 20,000

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:

-
-

*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.

In-kind or Matching Funds Contributions: \$ 15,000
 Local government contribution(s) through in-kind or matching 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.**

For both the HHW collection days and for the use of the remixer, the following costs are being provided by Collin County:

Locations/land for remixer use:	\$ 6,000
4 to 5 persons staffing use of remixer:	\$ 3,000
Equipment required:	\$ 1,000
Advertising:	\$ 3,000
Administrative costs:	\$ 2,000

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

Form 8a - Detailed Personnel/Fringe/Indirect Charges Budget: Total \$ 0

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 \$ 0

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 \$ 0

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 \$ 20,000

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>
NexGen Enviro Systems Resolv-r DIGIT 90 24 gallon solvent recycler	1	\$ 20,000
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
TOTAL EQUIPMENT:		\$ 20,000

Form 8e - Detailed Construction Budget: Total \$ 0

(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 \$ 0
(All contractual expenses must be pre-approved by NCTCOG.)	

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.

<u>Contractual</u>	<u>Costs</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
TOTAL CONTRACTUAL:	\$ _____

Form 8g - Detailed Other Expenses Budget:	Total \$
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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 not list them on this sheet.

<u>Other expenses</u>	<u>Costs</u>
___ Postage/delivery	\$ _____
___ Telephone/FAX	\$ _____
___ Utilities	\$ _____
___ Printing/reproduction	\$ _____
___ Advertising, public notices	\$ _____
___ Signage	\$ _____
___ Training (registration fees, etc.)	\$ _____
___ Office space, equipment rentals	\$ _____
___ Basic office furnishings	\$ _____
___ Books and reference materials	\$ _____
___ Repair and maintenance	\$ _____
___ Computer Hardware	\$ _____
___ Computer Software	\$ _____

Miscellaneous ALL other expenses
(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, July 2, 2010.

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.

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 FY2011 SOLID WASTE IMPLEMENTATION PROJECT APPLICATION**

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1. Project Local government Information

Local Government: Collin County	Project Contact Name: Tammi Koch
Complete Mailing Address with zip code: 700 A. Wilmeth Rd McKinney, TX 75069	Telephone Number: 972-548-3700
Fax Number: 972-548-3754	Email Address: tkoch@collincountytx.gov

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

Citizen Household Hazardous Waste Collection Day

Provide all county residents, especially those living in rural areas, with scheduled days in which they may dispose of/recycle household hazardous waste materials safely and conveniently.

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*):

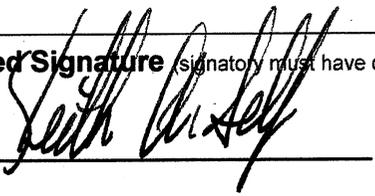
Expand collection and management of special wastes.

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

Develop on-going and sustainable programs for collection and disposal of HHW.

b. Amount of Grant Funding Requested (minimum \$10,000): \$ 310,000.00

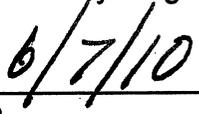
4. Authorized Signature (signatory must have contract signing authority for the eligible local government entity listed above):



Signature

Keith Self
Print name

Collin County Judge
Title



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: 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:
Title:

- 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:
Title:

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, July 2, 2010**.

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)

(Typed or Printed Name)

(Type or Printed Name)

FORM 5. PROJECT DESCRIPTION

(Up to 30 points)

The goal of our Citizen Household Hazardous Waste Collection Days is to offer a solution for recycling and disposal of household hazardous waste (HHW) to the citizens of Collin County. Though some of our largest cities have such programs, residents located in the unincorporated area of Collin County and in our smaller towns and cities have very limited resources for disposal of these items. This collection program will be the first of its kind for Collin County residents.

The significant benefit of these Household Waste Collection Days is that they will decrease the illegal dumping of household waste items, reduce the cross contamination of recyclables, and impact the risk of potential health hazards stemming from non-approved HHW disposal activity.

This new program will directly contribute to the attainment of the *Regional Solid Waste Management Plan* objective (1H) of expanding the collection and management of special wastes, as we will be able to offer those residents currently without a convenient and familiar way of disposing of and recycling HHWs an opportunity of safely do so on a regular and scheduled basis. This new program will provide an ongoing and sustainable program for HHW collection and disposal (a Regional Plan Objective 1H action recommendation).

These Collection Days will be held once annually for the residents of Collin County, an area with an approximate population of over 800,000 people.

Three Collection Days will be held at locations conveniently situated for all county residents:

1. Located at or near 700 A Wilmeth Road, McKinney, TX 75069
2. Located at or near Weston Material Storage Area 3821 W.F.M. 455 at F.M. 3356
3. Located at or near Farmersville Storage Area 1069 North State Highway 78 Farmersville, TX 75442

The collections will be conducted by an outside vendor (such as Clean Harbors) who will be able to provide the needed services and meet all state requirements at a lower overall cost than if these events were produced completely in-house. The outside vendor will provide the following services:

- Household waste recycling and reclamation
- Staffing and site plans
- Waste transportation and disposal
- Event advertising and public education

The types of household hazardous waste to be collected will include: adhesives, glues, resins, hobby supplies, artist supplies, latex paint, car batteries, dry cell batteries, engine degreasers, brake fluids, transmission fluids, oil paints, spray paint, stains, thinners and striper, sealers, solvents, creosote, hydrochloric acid, rust preventatives, insecticides, weed killers, poisons, pesticides, propane cylinders, swimming pool chemicals, wood preservatives, fertilizer, cesspool cleaners, herbicides rodent killers, waste fuels (kerosene, gasoline) antifreeze, engine and radiator fluids, radiator cleaner, aerosol cans, cleaners, spot removers, ammonia, computers, electronic equipment, hearing aid (button style) batteries, nicad batteries, photo chemicals chemistry sets, floor cleaners, oven cleaners, bleaches, dry cleaning fluid, metal polish, and drain cleaners.

We will advertise the date, times, locations and specific items collected on these days, and the need to properly dispose of these types of waste items, to all residents of Collin County.

FORM 5a. PROJECT CONTINUATION

(Up to 10 points)

Upon completion of the initial Collin County Citizen Household Hazardous Waste Collection Days, and after a comprehensive post-event review that provides quantifiable documentation of the success of the events, our expected objective would be to continue with one annual Collin County Citizen Household Hazardous Waste Collection Day.

The analysis and documentation of the success of the initial collection days will be submitted to the Commissioners Court for the approval of additional funding for such events in the Public Works budget.

FORM 6. PROJECT WORK PROGRAM AND TIMELINE

(Up to 25 points)

1. Application for NCTCOG Funding
 - a. Development of strategy and estimation of costs: end of April/beginning of May 2010
 - b. Completion of application and submittal to county grants committee: mid-May 2010
 - c. Application submission to NCTCOG: May 26, 2010
 - d. Submittal for Commissioners Court approval: beginning of June 2010
 - e. Execution of Interlocal Agreement with NCTCOG: August 2010

2. HHW Collection Days
 - a. Public Works request to Purchasing Department for vendor selection: August 2010
 - b. Purchasing Department request for quotes and selection of vendor: September 2010
 - c. First quarterly status report to NCTCOG: October 2010
 - d. Finalization of contracts and planning meetings with vendor: October/November 2010
 - e. Development of advertising with County PIO: November/December 2010
 - f. Second quarterly status report to NCTCOG: January 2011
 - g. Advertising and promotion with County PIO: January/February 2011
 - h. First Collection Day (McKinney): March 2011
 - i. Third quarterly status report to NCTCOG: April 2011
 - j. Second Collection Day (Weston): April 2011
 - k. Third Collection Day (Copeville): May 2011
 - l. Post-events evaluation and data collection: May 2011
 - m. Final report to NCTCOG: July 2011

Except where noted, all of the above timeline activities will be conducted by Public Works staff.

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

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.)*

We have no private service providers to contact as we are not competing with any such entities, nor are we making any kind of profit on these events.

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)	\$
6. Construction	\$
7. Contractual (other than construction costs)	\$ 300,000
8. Other (anything not itemized above)	\$ 10,000
9. Total Direct Charges (sum of 1-8)	\$
10. Indirect Charges*	\$
11. Total (sum of 9 - 10)	\$ 310,000

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:

-
-

*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.

In-kind or Matching Funds Contributions: \$ 15,000

Local government contribution(s) through in-kind or matching 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.**

For both the HHW collection days and for the use of the remixer, the following costs are being provided by Collin County:

Locations/land for 3 collection days:	\$ 6,000
4 to 5 persons staffing collection days:	\$ 3,000
Equipment required:	\$ 1,000
Advertising:	\$ 3,000
Administrative costs:	\$ 2,000

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

Form 8a - Detailed Personnel/Fringe/Indirect Charges Budget: Total \$ 0

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 \$ 0

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 \$ 0

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 \$ 0

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>
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
TOTAL EQUIPMENT:		\$ 20,000

Form 8e - Detailed Construction Budget: Total \$ 0
(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 \$ 300,000****(All contractual expenses must be pre-approved by NCTCOG.)**

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.

Contractual**Costs**

Clean Harbors' HHW Collection Program
(includes recycling, reclamation, staffing of event, site plans, HHW transportation and disposal, advertising and public education).

\$ 300,000 (3 x \$100,000)

Costs include 3 separate events held at 3
different locations in the county

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

TOTAL CONTRACTUAL: \$ 300,000

Form 8g - Detailed Other Expenses Budget:**Total \$ 10,000**

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 not list them on this sheet.

Other expenses**Costs**

<input type="checkbox"/> Postage/delivery	\$ _____
<input type="checkbox"/> Telephone/FAX	\$ _____
<input type="checkbox"/> Utilities	\$ _____
<input type="checkbox"/> Printing/reproduction	\$ _____
<input checked="" type="checkbox"/> Advertising, public notices	\$ 10,000
<input type="checkbox"/> Signage	\$ _____
<input type="checkbox"/> Training (registration fees, etc.)	\$ _____
<input type="checkbox"/> Office space, equipment rentals	\$ _____
<input type="checkbox"/> Basic office furnishings	\$ _____
<input type="checkbox"/> Books and reference materials	\$ _____
<input type="checkbox"/> Repair and maintenance	\$ _____
<input type="checkbox"/> Computer Hardware	\$ _____
<input type="checkbox"/> Computer Software	\$ _____

Miscellaneous ALL other expenses**(Separately itemize these expenses below:)**

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

TOTAL OTHER: \$ 10,000

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, July 2, 2010.

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.