

2019-2020 Kentucky Pride Fund Recycling Grant Application Instructions

PURPOSE: To leverage limited funds into efficient and cost effective projects that will help Kentuckians develop an integrated recycling infrastructure and recycling public education program.

Deadline
Monday, April 1, 2019

***Kentucky Energy and Environment Cabinet
Department for Environmental Protection
Division of Waste Management
Recycling and Local Assistance Branch
Recycling Assistance Section
300 Sower Blvd., 1st Floor
Frankfort, Kentucky 40601
(502) 564-6716 FAX (502) 564-4245***

www.waste.ky.gov



2019 - 2020 Kentucky Pride Fund Recycling Grant Application

Grant Period July 1, 2019 – June 30, 2020

NOTICE – PLEASE READ THE FOLLOWING STATEMENT

Proposals often receive low scores because applicants fail to follow instructions leading to uncertainty about the project goals and intended results. The clearer the details, the fewer questions a reviewer will have about the validity/feasibility of a proposal. Applicants also stand a better chance of success if they adhere to the required components of the application and information package. Please contact recycling assistance staff if there are questions about the information packet or particulars about aspects of the proposal.

BACKGROUND

The Recycling and Household Hazardous Waste (HHW) Management Grants Program was established in 2006 by Senate Bill 50, effective July 12, 2006, and incorporated as a part of the Kentucky pride fund. KRS 224.43-505(2) (c) specifies the establishment of recycling and Household Hazardous Waste (HHW) management grant programs. A 25% match is required.

The goal of the program is to leverage limited funds into efficient and cost effective projects to help Kentucky develop an integrated recycling infrastructure, manage Household Hazardous Waste and provide recycling and HHW public education programs.

Priority will be given to regional recycling projects and regional household hazardous waste management programs with state approved interlocal cooperative agreements.

Who Can Apply?

Any county, waste management district, city, urban-county government, or other political subdivision of the state or any combination of the above, including school districts, shall be eligible to apply.

Helpful Hint - Approved Agreement Process

It is imperative we receive the signed agreement for a grant award by a specific date due to the timing of the end of the commonwealth's fiscal year. To expedite the quick turnaround of the agreement, the cabinet strongly recommends that the governing body provide written permission, in addition to the approval for the submission of the application, for the chair (judge/executive, mayor, school board chair, etc.) to affix his/her signature to the agreement without the necessity of a formal meeting. The original signed agreement would then be sent to the division for processing of the funds prior to the end of the fiscal year.

RECYCLING GRANTS

1. Recycling Grant Information

- a. Each grantee shall demonstrate that the proposed project will remain financially viable after grant funds have been expended pursuant to KRS 224.43-505 (4) (a).
- b. Grantee shall submit quarterly reports on October 15, 2018, January 15, 2019, April 15, 2019, and a final report on July 15, 2019. The project deadline is June 30, 2019.
- c. The granted funds shall be spent by June 30, 2019, unless the project is extended by written agreement between the applicant and the Kentucky Division of Waste Management.

Extension requests must be submitted no later than sixty (60) days prior to the end of the grant period.

- d. Recycling equipment shall be properly maintained for its useful life.
- e. In the application, provide an estimate based on a vendor quote. Note that public agencies can take advantage of streamlined purchasing and reduced equipment costs using <http://finance.ky.gov/services/eprocurement/pages/default.aspx>
- f. Grantees who do not comply with applicable county or state procurement requirements on purchases shall return grant dollars awarded within forty-five (45) days of cabinet notification.
- g. **Establishing a recycling program or a recycling facility or relocation of a recycling facility requires an amendment to the “Area Solid Waste Management Plan.”**
- h. All persons providing collection services, including collection for the purpose of recycling, shall register and report to the county pursuant to KRS 224.43-315(3).
- i. Only one application per project.
- j. Unspent funds and grant funds not expended in accordance with the grant agreement shall be returned to DWM within forty-five (45) days of cabinet notification.
With the exception of allowed match expenditures, ***no changes or substitutions are allowed after the grant agreement is accepted by the cabinet without prior written approval from the cabinet.*** Upon receipt of a proposed change or substitution by the grantee, the cabinet shall send a written determination to the grantee within five (5) business days. ***No changes or substitutions will be considered after the end of the 2nd quarter.***
- k. The grantee shall be responsible for complying with any applicable permits and regulatory standards.
- l. Grant funds to any eligible entity shall be withheld if the entity is out of compliance with KRS 224.43-315, KRS 224.43-340, KRS 224.43-345, KRS 224.43-505 or KRS 224.50-878.
- m. If the cabinet provides a written determination that the grantee has failed to comply with the terms of the grant agreement established pursuant to this application, the grantee shall be ineligible for grant funding until it returns to compliance or for a period of one (1) year.
- n. For information about conversion from volume to weight, see the conversion table on our web site at <http://waste.ky.gov/RLA/grants/Pages/default.aspx>.

FOOTNOTE: Though not required to be identified in this application, counties and cities may use equipment for clean up of illegal open dumps as defined in KRS 224.01-010(38), household hazardous waste collection events, and recycling collections.

2. Recycling Grant Funding and Match Requirements

- a. The grantee shall provide a minimum of a 25% match to the grant amount.
- b. The following formula shall be used to determine the twenty-five percent (25%) match to the grant amount.

$$\text{Grant Request} \times 0.25 = \$ 0.00 \text{ (match)} + \$0.00 \text{ (request)} = \$0.00 \text{ (project total)}$$

$$\mathbf{\$40,000 \times 0.25 = \$10,000 + \$40,000 = \$50,000 \text{ (project total)}}$$

- c. For allowed match in-kind and cash grant project expenditures see #5 on page 4.
- d. Other state or federal grant funds cannot be used as any part of the local match.

3. ELIGIBLE EXPENDITURES from the Kentucky Pride Fund Recycling Grant award
See <http://waste.ky.gov/RLA/grants> for a list of equipment dealers and a general reference on recycling equipment (describes various pieces of equipment and their capabilities for recycling and processing).

- a. Vertical and horizontal balers producing bales of 60" in length (minimum) weighing at least 800 lbs. of recyclable materials, i.e., cardboard (OCC).
- b. Conveyors.
- c. Forklifts – pneumatic tires only.
- d. Bucket loaders, skid steer loaders.
- e. Scales.
- f. Manual pallet jacks.
- g. Portable dock plates and forklift ramps.
- h. Collection "drop-off" trailers.
- i. Recycling dumpsters (i.e. "coffin" roll-off containers).
- j. Classroom recycling containers in schools, up to 25% of grant request
- k. Used Gaylord-type boxes.
- l. Glass pulverizers.
- m. Aluminum can flattener-blowers, and densifiers.
- n. Sorting conveyors.
- o. Stackable concrete barrier blocks for constructing storage bunkers.
- p. Community recycling bins in public locations or residences
- q. Other equipment that generates a material with positive market value will be evaluated on a case-by-case basis.
- r. Electric utility installation/connections [*not applicable for property rented/leased from a private entity*] necessary for operating recycling processing equipment (i.e. 3 phase 220/460 volt power for balers, densifiers, conveyors, etc.).
- s. Advertising for recycling participation and regular reporting in local/regional media, signs, displays and banners for recycling facilities and recycling educational materials for school programs
See <http://waste.ky.gov/RLA/recycling> to access websites for educational materials.
- t. Personnel to teach school recycling programs

4. INELIGIBLE EXPENDITURES for Recycling Grant Project from Kentucky Pride Program Award

- a. **Any expenditure prior to the July 1, 2019 grant period.**
- b. The costs of preparing the grant and permit applications.
- c. Electric utility installation/connection or other building modifications and improvements in property rented/leased from a private entity.
- d. Payment of utility bills.
- e. Installation of additional lighting, heating and cooling equipment and ventilation systems.
- f. Construction, rent, or leasing of buildings.
- g. General daily operation and maintenance of recycling equipment – oil, fuel, lubricants, etc.
- h. Purchase or leasing of vehicles.
- i. Mileage or operational costs for vehicles.
- j. Personal Protective Equipment (PPE).
- k. Municipal solid waste dumpsters or compactors.
- l. Office equipment and supplies.
- m. Cleaning supplies.
- n. Permit fees.
- o. All disposal costs.

- p. Meals and food.
- q. Other proposals not meeting the statute and approval by the Kentucky Division of Waste Management.

5. **ALLOWED** Matching In-Kind and Cash Recycling Project Expenditures

- a. Purchase of building and modifications/improvements necessary for the placement of recycling processing equipment.
- b. Hourly rate of pay of the staff for the grant project for the grant period. **The matching salaries (includes benefits) for staff shall be the actual hours worked as they relate to the grant project.**
- c. Volunteers and inmates at the rate of \$7.25 per hour.
- d. Public advertisement costs related to bidding procedures.
- e. Hourly rate for the use of the vehicle to transport recyclable commodities (use **FEMA** rates).
- f. Curbside recycling containers/bins on a case-by-case basis with demonstration of financial viability.
- g. Modifications/improvements to place recycling equipment in rented or leased buildings owned by a public entity.
- h. Other in-kind match REQUESTS will be evaluated on a case-by-case basis.**

2019 - 2020 Kentucky Pride Fund Recycling Grant Application Submission Details

Send the completed application to:
Division of Waste Management
Recycling Assistance Section
300 Sower Blvd., 2nd Floor
Frankfort, KY 40601
ATTN: TY COLLINS

In order to be eligible for grant funds, the Grant Application MUST BE postmarked not later than Friday, March 29, 2019 or hand-delivered to the Recycling Assistance Section of the Recycling and Local Assistance Branch not later than 4:00 pm on Monday, April 1, 2019.

Most frequent errors seen on applications:

- 1) Failure to address all items.
- 2) Failure to provide details about the validity or financial viability of a proposal.
- 3) Failure to adhere to the required components of the application and information package.

DO NOT SUBMIT YOUR APPLICATION IN A 3 RING BINDER

For regional and joint recycling projects, signature by the governing body of each participating entity shall be required for Section 3.

The application will not be processed if sent with insufficient postage.

Contacts for Additional Information

Division of Waste Management
300 Sower Blvd., 1st Floor
Frankfort, Kentucky 40601
www.waste.ky.gov

Grant White (Acting Supervisor)	502-782-6474	grant.white@ky.gov
Donald Atha	502-782-6205	donald.atha@ky.gov
Ty Collins	502-782-0865	williamt.collins@ky.gov
Jenny Carr	502-782-4663	jenny.carr@ky.gov