



## Notice of Funding Availability, FY 2001-2002

### Waste Tire Enforcement Grants

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**The fiscal year (FY) 2001-2002 grant application period is now closed. Please see the [Tire Grants](#) page for information on any current grant programs.**

The California Department of Resources Recycling and Recovery (CalRecycle) receives an annual appropriation from the California Tire Recycling Management Fund to administer provisions of the Tire Recycling Act (Statutes of 2000, Chap 838). This specific grant provides funding to solid waste Local Enforcement Agencies and city and county agencies with regulatory authority within the city/county government for waste tire enforcement activities.

[TEA5 Awards](#) | [TEA6 Awards](#) | [TEA7 Awards](#)

#### Funding

It is anticipated that \$2 million will be available for this grant program. **Award of the FY 2001/2002 Waste Tire Enforcement Grants is contingent upon approval under the State Budget Act and subject to the availability of funds appropriated for the grant.** Eligible applicants may request up to \$200,000. The Board reserves the right to fund individual phases of selected proposals, and may therefore fund an amount less than \$200,000. The CIWMB will award grants on a competitive basis.

#### Purpose

Under this program it will be the responsibility of the Grantee to investigate waste tire facilities and survey tire dealers and auto dismantlers to ensure compliance with all applicable laws and regulations. Inspections are followed by appropriate compliance actions to ensure that operators are following all tire facility regulations, including storage standards and use of registered tire haulers.

#### Applicant Eligibility

Local Enforcement Agencies and California cities, counties, special districts, joint powers agencies, or political subdivisions thereof, with regulatory authority for waste tire enforcement activities, may apply. Jurisdictions and their subdivisions may submit one application only.

#### Question and Answer Deadline

Additional details of the program will be provided in the application package. To assist prospective grantees, the CIWMB has established a question-and-answer period for grant programs. If possible, please request or download the application by the end of June 2001 to allow you sufficient time for submitting any questions for the question-and-answer period. Details of the question-and-answer period will be included with the application package. See [questions and answers](#).

#### Application Procedure

Download the application from this page; leave a message requesting an application on the CIWMB's Grant Hotline at (916) 341-6441, or e-mail your request to [tiregrants@calrecycle.ca.gov](mailto:tiregrants@calrecycle.ca.gov).

- [Application](#)

#### Application Deadline

Applications must be postmarked by **Friday, July 27, 2001**. Hand deliveries will **not** be accepted.



**Grants by Grant Cycle**

**Grants matching your search for 2001-02 Local Government Waste Tire Enforcement Grants (TEA5)**

**Alameda County**

**Grantee:**City of Oakland

**Amount Awarded:** \$199,256.00

**Grantee Contact:** Mr. Calvin Wong

**CalRecycle Grant Manager:** Dave Volden

**Project Summary:** The City of Oakland cleans up over 16,000 illegally dumped tires each year. To mitigate this problem, the Community and Economic Development Agency proposes to hire a Code Enforcement inspector to conduct investigations of Oakland's 60+ tire dealers and tire haulers, as well as the over-320 other auto-related facilities in the City. The inspector would also work closely with the Public Works Agency's Illegal Dumping Team to investigate and determine the source of tire dumped within the City. The Code Enforcement inspector would be aided by an Office Assistant who would maintain a database to track compliance and abatement activities at each site.

**Grantee:**Alameda County

**Amount Awarded:** \$104,891.65

**Grantee Contact:** William Pitcher

**CalRecycle Grant Manager:** Dave Volden

**Project Summary:** California has a problem with waste tires, their use and disposal. Alameda County has almost a million waste tires generated each year. Although most of these have know sources of reuse or disposal, there are still almost 40- whose destination is unknown. Improperly disposed waste tires can cause public safety, public health, and nuisance problems for residents of this county. The County of Alameda, through the Department of Environmental Health, will survey tire dealers and auto wreckers within the county and its cities during the first year of the grant. A Senior Environmental Health Specialist will accomplish on-site surveys of each facility, educate the operators, collect data on waste tire disposal, reuses, and destination. They will coordinate with cities and other agencies within the county, conduct enforcement activities in cases of noncompliance, and write reports on those activities for management and the California Integrated Waste Management Board. The County will also accept and investigate reports and community complaints arising from unapproved disposal of waste tires.

*Total Awarded for County: \$304,147.65*

**Los Angeles County**

**Grantee:**Los Angeles County

**Amount Awarded:** \$200,000.00

**Grantee Contact:** Ms. Virginia Maloles-Fowler

**CalRecycle Grant Manager:** Dave Volden

**Project Summary:** The Los Angeles County Department of Health Services (LEA) is applying for the 2001/2002 Waste Tire Enforcement Grant Option #1, Inspection and Compliance in the County of Los Angeles LEA jurisdiction. The LEA is applying for the full term of the grant from September 1, 2001 through April 1, 2004. Funding for the inspection and compliance of unmanaged waste tire sites and facilities that pose health and safety concerns to the public and the environment as potential fire hazards, attractants and breeding grounds for vermin, rodent and mosquitoes, and contribution to urban blight can be prevented.

*Total Awarded for County: \$200,000.00*

**Napa County**

**Grantee:**Napa County

**Amount Awarded:** \$32,894.00

**Grantee Contact:** Mr. Greg Pirie

**CalRecycle Grant Manager:** Dave Volden

**Project Summary:** The Napa County Administrator's Office, certified as the Local Enforcement Agency (LEA), is requesting Waste Tire Grant funding under option #2, Surveillance. The funding would allow the LEA to address an ongoing environmental health and safety problem of hauling and storage of waste tires. The grant would allow the LEA in the next 2years to understand the industry dynamics of waste tires and how to go forward with further education or enforcement at completion of the grant. The grant would specifically allow the LEA to conduct surveys of auto dealers, car rental businesses, tire dealers, auto dismantlers /waste tire storage sites for compliance with waste tire regulations, educate the waste tire industry, and determine locations of illegal storage sites that are currently unknown that may be a threat to the health, safety or the environment. A very important task of the grant program will be focused on the auto dismantler /waste tire sites that have experience tire fires resulting in closing of the Napa County airport due to large amounts of smoke. The LEA has worked closely with CIWMB Waste Tire Staff in enforcement, monitoring and cleanup of tires at the auto dismantler businesses and will continue this relationship.

*Total Awarded for County: \$32,894.00*

### San Diego County

**Grantee:**City of San Diego

**Amount Awarded:** \$110,820.00

**Grantee Contact:** Mr. Paul R. Manasjan

**CalRecycle Grant Manager:** Dave Volden

**Project Summary:** The City of San Diego is requesting to continue their Waste Tire Enforcement Program under grant option #1. At the conclusion of the current grant period ( April 1, 2002) the LEA would continue the Waste Tire Enforcement Program under this grant commencing on April 2, 2002 through April 1, 2004. This award would allow the LEA to enhance its current program that has successfully brought many waste tire generators and haulers into compliance. The grant would enable the LEA to conduct necessary follow-up inspections of facilities, generators and haulers to maintain and improve the level of compliance achieved under previous grants. The LEA would also continue its outreach to the regulated community and the public as to the requirements of the law and the reasons why this program is necessary to protect public health and safety and the environment from hazards associated with the illegal disposal of waste tires. A cooperative relationship has been established with the City's Code enforcement program to develop a coordinated approach to addressing illegal waste tire disposal. Also the LEA would continue to solicit the support of the San Diego Police Department and other law enforcement agencies to assure that used and waste tires are transported along the highways and city street in accordance with the applicable laws and regulations. Should unpermitted Waste Tire Facilities, stockpiles or other violations of State laws or regulations be discovered, the LEA would implement the Progressive Enforcement Program to achieve compliance and make referrals, as necessary, to the appropriate agencies or the California Integrated Waste Management Board.

*Total Awarded for County: \$110,820.00*

### Yuba County

**Grantee:**Yuba County

**Amount Awarded:** \$30,940.00

**Grantee Contact:** Ms. Deborah Biersteker

**CalRecycle Grant Manager:** Dave Volden

**Project Summary:** The Yuba/Sutter LEA staff will continue to perform waste tire surveillance and enforcement activities as described in the work plan. The surveillance and enforcement work will commence following the completion of the current Waste Tire Enforcement Grant (TEA 4-99-3214) May 31, 2002 and shall be completed prior to April 1, 2004. Routine grant work will be completed incrementally; with surveillance inspection reports being submitted monthly or as requested. Enforcement work will take priority over routine waste tire work and will be address as illegal waste tire sites are discovered. This program will continue to be performed, improving the quality of life and the environment in the Yuba/Sutter area.

*Total Awarded for County: \$30,940.00*

**Grant Count6**

**Grant Total for Selected Counties: \$678,801.65**



## Grants by Grant Cycle

### Grants matching your search for 2001-02 Local Government Waste Tire Enforcement Grants (TEA6)

#### Imperial County

**Grantee:**Imperial County

**Amount Awarded:** \$63,610.00

**Grantee Contact:** Mr. Thomas L. Wolf

**CalRecycle Grant Manager:** Dave Volden

**Project Summary:** The Imperial County Local Enforcement Agency will perform inspections of permitted waste tire facilities and survey all Tire Dealers and Auto Dismantlers for proper storage and manifesting of waste tires using registered waste tire haulers throughout the County jurisdiction. Adequate training of staff will precede any field activities. Facilities storing 500 or more tires will receive notices to properly handle the waste tires or become permitted if possible. Tires will be checked for vector control. Assist agencies applying for waste tire cleanup grants and try to entice tire dealers to retain waste tires from customers for proper handling. Increased frequency facility inspections are expected to result in a more thorough compliance with regulations in order to prevent illegal dumping.

*Total Awarded for County: \$63,610.00*

#### San Bernardino County

**Grantee:**City of San Bernardino

**Amount Awarded:** \$22,392.00

**Grantee Contact:** Ms. Linda Ceballos

**CalRecycle Grant Manager:** Dave Volden

**Project Summary:** The City of San Bernardino Public Services Department is requesting a Waste Tire Enforcement Grant Funds for the implementation of compliance and inspection activities at waste tire facilities within the City. Grant funding is requested in the amount of \$22,392 for the grant period beginning June 1, 2002 to April 1, 2004.

*Total Awarded for County: \$22,392.00*

**Grant Count**2

**Grant Total for Selected Counties: \$86,002.00**



## Grants by Grant Cycle

Grants matching your search for 2001-02 Local Government Waste Tire Enforcement Grants (TEA7)

### Sacramento County

**Grantee:** California District Attorneys Association

**Amount Awarded:** \$325,000.00

**Grantee Contact:** Ms. Gale Filter

**CalRecycle Grant Manager:** James Reilley

**Project Summary:** This project is to fund the CDAA in prosecuting waste tire case as a LEA. It will initially focus on 2-3 counties and then expand. CDAA will train and utilize circuit prosecutors and coordinate and with existing Board enforcement.

*Total Awarded for County: \$325,000.00*

**Grant Count**1

**Grant Total for Selected Counties: \$325,000.00**



## **Waste Tire Enforcement Grant Program, FY 2001-2002**

### **Questions and Answers**

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The following are questions and answers submitted to California Integrated Waste Management Board (CIWMB) program staff pertaining to the FY 2001-2002 Waste Tire Enforcement Grant application process. These questions and answers are mailed to everyone who requested a Waste Tire Enforcement Grant application.

**Q. We are currently operating under a waste tire enforcement grant that will not be completed until April 2002. If we are approved for the grant, which begins implementation in October 2001 is there a problem having the two-grant period's overlap? Should the new grant application make reference to programs currently being implemented under the existing grant?**

A. The 2001-2002 Waste Tire Enforcement Grant will not pay for work performed under an existing grant. However, this does not preclude applicants who have current grants from either expanding their current program as needed or extending the length of time via the new grant so that current enforcement activities do not lapse. The new grant application should clearly indicate that the funds requested would not be used for work proposed under the previous grant. Those applicants who will expand their program with additional staff and equipment to perform new activities during the overlapping period should clearly explain this in the application and reference the existing grant programs.

**Q. The application instructions discuss enforcement regarding generators, facilities and unpermitted tire piles. Can a grant program include activities involving enforcement and registration of haulers and final destination sites such as landfills?**

A. Yes.

**Q.3. Do grant applications which propose contract for services have to provide a copy of the contract or can a bid suffice? Understanding that signed contracts would be required subsequent to requesting reimbursement.**

A. A bid will suffice for application purposes.

**STATE OF CALIFORNIA  
ENVIRONMENTAL PROTECTION AGENCY**

**California Tire Recycling Management Fund  
Fiscal Year 2001/2002 Grants**

**WASTE TIRE ENFORCEMENT GRANTS**

**PROGRAM INFORMATION  
and  
APPLICATION INSTRUCTIONS**

**Available to California:**

**LOCAL ENFORCEMENT AGENCIES,  
CITIES, COUNTIES, AND THEIR  
SUBDIVISIONS**

California Integrated Waste Management Board  
Special Waste Division  
1001 I Street, PO Box 4025  
Sacramento, CA 95812-4025

Tire Recycling Hotline: (916) 341-6441

**May 2001**



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**TIRE RECYCLING GRANT PROGRAM**  
**Checklist for Submittal of 2001/2002**  
**Waste Tire Enforcement Grant Application**

**A complete grant application must include the following information in the listed order:**

- Application printed double sided on 8½" x 11" recycled paper; all pages numbered consecutively;  
and **an original and 3 copies of entire application package**
- Grant Application Cover Sheet ..... Exhibit A
- Program Application ..... Section III
- Work Statement ..... Exhibit B
- Budget Itemization ..... Exhibit C
- Summary of Current and Previous Grant Awards ..... Exhibit D
- Approved Resolution(s) (Sample Resolution) ..... Exhibit E
- Permits and Licenses (If none required, so indicate)
- Demonstration of Recycling Program
- Application stapled in upper left-hand corner

**Applications must be postmarked by Friday, July 27,2001. Hand deliveries will not be accepted.**

**California Integrated Waste Management Board**  
**Financial Assistance Branch**  
**Grants Administration Unit**  
**1001 I Street, PO Box 4025**  
**Sacramento, CA 95812**

**Attention: Kelley Tyack**

# WASTE TIRE ENFORCEMENT GRANT PROGRAM FY 2001-2002

## I. PROGRAM DESCRIPTION

The California Integrated Waste Management Board (Board) receives an annual appropriation from the California Tire Recycling Management Fund to administer provisions of the Tire Recycling Act (Statutes of 1989, Chapter 974). This specific grant provides funding to solid waste Local Enforcement Agencies and cities and counties with regulatory authority within the city/county government for waste tire enforcement activities.

### FUNDING

It is anticipated that \$2,000,000 will be available for this grant program. **Award of the FY 2001/2002 Waste Tire Enforcement Grants is contingent upon and subject to the availability of funds appropriated for the grant.** Eligible applicants may request up to \$200,000. The Board reserves the right to fund individual phases of selected proposals, and may therefore fund an amount less than \$200,000. The Board will award grants on a competitive basis.

### ELIGIBLE PROJECTS

Under this program it will be the responsibility of the Grantee to investigate waste tire facilities and survey tire dealers and auto dismantlers to ensure compliance with all applicable laws and regulations. Inspections are followed up with appropriate compliance actions to ensure that operators are following all tire facility regulations, including storage standards and use of registered tire haulers. The following describes the two options available for grant funding.

#### OPTION # 1 INSPECTION AND COMPLIANCE

The intent of this activity is to develop and implement an effective inspection and compliance program at the local level that includes providing guidance to facility operators, and if necessary, taking the initial enforcement action necessary to remediate threats to the public health and safety, and the environment. Under this activity it will be the responsibility of the Grantee to conduct WTF inspections of those facilities that accept or store more than 500 waste tires at one location. *This activity also includes the surveillance activities described in Option #2.* The Grantees' levels of enforcement are as follows:

##### Letter of Violation

After conducting a facility inspection and determining non-compliance, a Letter of Violation (LOV) will be issued by the Grantee to the owner/operator advising them of the outstanding violation(s) and requiring a Corrective Action Plan (CAP) indicating how the owner/operator will comply with the applicable standards or provide a remediation plan for the removal of the waste tires.

##### Referral to the Board for Follow-Up Action

If compliance has not been met after the LOV or Warning Letter process, the Grantee will refer the site to the Board's Tire Permits and Inspection Section. The Board's tire enforcement staff will then proceed with appropriate enforcement actions.

#### OPTION # 2 SURVEILLANCE

The intent of this activity is to reinforce the tire dealers' and/or auto dismantlers' responsibility to use "registered waste tire haulers" for waste tire removal and to subsequently maintain "waste tire manifests" that document waste tire removal. Under this activity it will be the responsibility of the Grantee to conduct WTF surveys of tire dealers and auto dismantlers that accept or store waste tires on site. In addition to identifying to the Board's Tire Permits and Inspection Section those tire dealers and auto dismantlers that are or are not in compliance with hauler/manifest requirements, the Grantee will also identify and report illegal tire disposal activities.

The Board's tire enforcement staff will provide survey sheets to be used for information gathering at tire dealers and auto dismantlers. The information gathered by the Grantee will consist of the business name and address, the name of the waste tire hauler, whether or not waste tire manifests are being adequately completed, and the quantity of waste tires stored on site. *This information will be submitted to the Board's tire enforcement staff on a monthly basis.*

**APPLICANT ELIGIBILITY**

Local Enforcement Agencies and California cities, counties, special districts, joint powers agencies or political subdivisions, thereof with regulatory authority for waste tire activities may apply. Jurisdictions and their subdivisions may submit one application only.

**GRANT TERM**

The term of the grant is from September 1, 2001 through April 1, 2004.

**PROGRAM MILESTONES**

June 15, 2001	Question-and-Answer Period--Questions Due
July 27, 2001	Grant application due date
August 2001	CIWMB considers/approves awards
September 2001	Staff prepares Grant Agreements
September/October	Grant Agreements executed
October 2001	Grant recipients implement programs
April 2004	Project completion - final report and payment request due

*Please note that this is a tentative schedule and subject to change.*

**APPLICATION COPIES**

For additional copies of the application package, you may duplicate the application as needed, or you may contact the Tire Recycling Grant Hotline at (916) 341-6441. The application may also be downloaded from the CIWMB web site: <http://www.ciwmb.ca.gov/Tires/Grants/>.

## **II. APPLICATION PROCESS**

The application process consists of submitting a Tire Grant Application as described in Section III, *Application Instructions*, and includes submission of a project description, completion of the forms attached as Exhibits A–D, demonstration of a recycling program, and submission of the appropriate resolutions or authorizing documents.

### **APPLICATION DEADLINE**

Complete applications must be postmarked by **Friday, July 27, 2001**. Hand deliveries will not be accepted.

### **APPLICATION REVIEW**

After the close of the application period, panels composed of CIWMB staff will review and score the grant applications. Proposals will be evaluated based on the criteria described under Section III, *Application Instructions*. Based on the resulting scores, staff will rank the proposals and develop funding recommendations for the CIWMB's consideration during its monthly business meeting in August 2001 (tentative). All applicants will be notified of staff's recommendations by mail. Applicants selected for grant funding will receive instructions to initiate the grant agreement process.

If the CIWMB awards only a portion of an applicant's grant request, CIWMB staff will incorporate any additional conditions or changes in the final grant agreement. Any such changes will be made in consultation with the applicant.

### **GRANT SCORING CRITERIA**

Applications will be evaluated by the General Review Criteria adopted by the CIWMB for all grant programs and by the Program Criteria adopted by the CIWMB for these tire grants. All proposals will be ranked according to the total number of points received. There are a maximum of 75 points which include both general review and program criteria points. Proposals must attain a minimum of 52 points to be eligible for funding.

## **QUESTIONS AND ANSWERS**

Questions regarding the substance of this grant application will not be answered verbally. All questions regarding the content or intent of the grant application must be submitted in writing to the grant manager:

David Volden, Grant Manager  
California Integrated Waste Management Board  
1001 I Street, PO Box 4025-MS 22  
Sacramento, California 95812-4025

The envelope should be clearly marked "Questions Relating to the Waste Tire Enforcement Grant." Questions must be received in writing by June 15, 2001. All questions submitted, with written answers, will be provided to those who have requested the grant application. The question and answer sets will not identify who submitted the questions.

### III. APPLICATION INSTRUCTIONS

Given the competitive nature of the Tire Recycling Grant Program, satisfactory completion of this section will be critical to the application's overall evaluation. In addition, each application should: (1) present the required information in the order it is requested below; (2) have tabbed dividers separating each component; and (3) have pages numbered consecutively on 8 ½" x 11" paper.

#### A. APPLICATION COVER SHEET (Exhibit A)

The application cover sheet includes basic information identifying the applicant, the individuals responsible for program implementation, the project, and certification statement.

- The Program Director is the person who has primary responsibility at the local level for the program. "Title" means the official position in the local jurisdiction, e.g. Director of Environmental Health.
- The Primary Contact is the person responsible for carrying out the project's goals and may be the same person as the Program Director. This person must be a local government employee.
- Indicate the State Assembly and Senate district numbers on appropriate lines.
- For Option #1 attach list of waste tire site name and address/location under California Integrated Waste Management Board enforcement and list of tire dealers and/or auto dismantlers name and address/location.
- For Option #2 attach list of tire dealers and/or auto dismantlers name and address/location.
- Indicate the total amount of grant request.
- Fill out certification statement. The person signing the application is the person authorized in the resolution to sign.

#### B. PROGRAM APPLICATION

The program application includes a narrative description of the proposed project as well as its goals and objectives. The information presented should address the following criteria, which will be used to score the proposals.

1. **NEED** (15 points)-- Grant proposal clearly describes and demonstrates the local or statewide need for the project and the benefits and end products resulting from the project. For example, the proposal:
  - provides convincing reasons why the project should be funded;
  - addresses identified gap in service availability; current unmet need;
  - describes and documents the problem;
  - supports the existence of the problem with surveys, studies; and
  - adequately describes any health and safety threats or environmental concerns
2. **OBJECTIVES** (5 points)-- Work statement and grant narrative are sufficiently detailed to determine that the project:
  - is based on the identified need described in the narrative;
  - describes specific and measurable goals and objectives; and

- demonstrates that objectives can be achieved within indicated time frame.
3. **METHODOLOGY** (5 points) -- Grant proposal describes by task the activities to be undertaken to achieve the objectives. For example, the proposal
- describes why the proposed activities are the best way to address the identified need;
  - describes in detail how the objectives will be met with available time and resources;
  - identifies staffing required to carry out the proposed project;
  - describes involvement of cooperating organizations; and
  - presents a specific plan for future funding

To support the methodology, include, at a minimum, the following:

- Describe any cooperative efforts regarding implementation of the project with other agencies, private entities or non-profit organizations. Letters of support can be submitted demonstrating the applicant's cooperative efforts.
- Provide a *Statement of Qualifications* of management personnel for the project, detailing their qualifications and experience. This element should demonstrate that the applicant has the required experience or knowledge.

4. **EVALUATION** (5 points)-- Grant proposal describes a method to evaluate the success of the project and determine whether objectives were accomplished. For example, the proposal:
- includes both process and outcome evaluation;
  - describes a method for evaluating and modifying methods during project implementation;
  - states who will be responsible for the evaluation;
  - explains any statistical tests or questionnaires to be used; and
  - describes any evaluation reports to be produced.

5. **BUDGET** (10 points)-- Grant proposal demonstrates that the project is cost effective in relation to the location, source, quality, and quantity of targeted wastes. For example:
- Budget itemization is sufficiently detailed to determine that proposed expenses are reasonable.
  - Quotes, estimates, or other documentation to support the costs claimed are provided.
  - All program tasks described in the Work Statement and narrative are itemized in the budget.
  - Cost savings are described, e.g., use of volunteer labor, in-kind services, recycling options, use of existing promotional materials, etc.
  - Budget items for miscellaneous, contingency or managerial costs are clearly described and kept to a minimum.

6. **COMPLETENESS, LETTERS OF SUPPORT, EXPERIENCE, ETC.** (10 points) -- Grant proposal is clearly presented and complete as required in the application instructions including adherence to all specified deadlines. Includes evidence that the applicant or its contractor(s) have sufficient staff resources, technical expertise, and experience successfully managing grant programs to carry out the proposed project. For example, the proposal:
- includes letters of support for the project;
  - addresses ability of the applicant to coordinate contracted activities, if applicable;
  - includes resumes, endorsements, references, etc.; and
  - describes past grants received from CIWMB and relationship to current proposal.

7. **EVIDENCE OF A RECYCLED CONTENT PURCHASING POLICY OR DIRECTIVE.** (5 Points)--. Applicants should demonstrate the purchase of recycled content products, recycled or reused products (i.e., re-refined oil, recycled content paper, rubberized asphalt concrete, compost, mulch, etc.)

## **PROGRAM CRITERIA**

Specific to the Waste Tire Enforcement Grant Program, applications are eligible for the following points.

8. **NUMBER OF TIRE DEALERS IN APPLICANTS JURISDICTION.** (10 Points)-- Attach list of tire dealers name and address/location.
9. **NUMBER OF AUTO DISMANTLERS IN APPLICANTS JURISDICTION.** (10 points)-- Attach list of auto dismantlers name and address/location.
10. **BONUS POINTS IF APPLICANT IS REAPPLYING FOR A WASTE TIRE ENFORCEMENT GRANT.** (5 points)

## **C. WORK STATEMENT (Exhibit B)**

The Work Statement summarizes all tasks described in the narrative that are necessary to complete the proposed project and provides a budget for each item. *The work statement form attached to this document, as Exhibit B may be adapted to each applicant's computer software, or reproduced as necessary.*

## **D. BUDGET ITEMIZATION (Exhibit C)**

Provide a thorough itemization of funds requested (Exhibit C). Applicants are encouraged to indicate what items of the grant request should have funding priority if only a portion of the grant request can be funded. All items described in the narrative project description and work statement must be itemized for each task.

Following are brief descriptions for the information needed to complete the budget itemization:

- Personnel Services** - Includes salaries, wages, and benefits for personnel who are employed by the grantee and will work directly on the project.
- Materials/Supplies** - This category encompasses the materials and supplies necessary to accomplish the tasks described in the proposal.
- Equipment** - Enter the total dollar amount to be expended on equipment and itemize the quantity and purchase price. Provide estimates whenever possible.
- Services/Contracts** - Includes contracts with transportation and recycling businesses, construction and engineering services, etc.
- Other costs** - Costs not included in the above categories and not listed as ineligible below.

If the project has more than three (3) tasks, please reproduce the form and fill in the appropriate task numbers.



## Ineligible Costs

- Overhead expenses such as costs for rental/lease of space, utilities, office supplies and other miscellaneous costs incurred in operating a project.
- Costs for obtaining necessary permits and licenses.
- Costs of patent searches and obtaining patents.
- Any personnel costs not directly related to salaries and benefit

## E. APPROVED RESOLUTION

An approved resolution from each applicant's governing body authorizing submittal of the application and identifying the title of the individual authorized to execute any agreement and requests for payment must be submitted with the application package or received separately by **August 24, 2001**. A sample resolution is provided as Exhibit D. Please select your authorized representative carefully **because this will be the only person whose signature will be recognized by the Board.**

## F. RECYCLING PROGRAM

Demonstrate the implementation of a recycling program prior to July 1999, for at least three (3) of the following materials: paper, plastic, glass, old corrugated cardboard, aluminum, ferrous metals, newspaper, tires, used oil, and greenwaste. Satisfaction of this requirement could include verification of a city or county curbside or drop-off recycling program.

## G. SUMMARY OF CURRENT AND PREVIOUS GRANT AWARDS (Exhibit D)

Please provide the information requested in Exhibit D. If numerous grants have previously been received, list grants awarded for the past 5-year period.

- Type of Grant** - List current and previous CIWMB tire grants and grants from other funding sources (federal, state) your business or jurisdiction has received. If your business/jurisdiction has never received a grant, enter "none." If a regional program, list all participating jurisdictions.
- Source of Grant** - List the full name of the awarding agency.
- Agreement Number**- List the agreement number of your current and previous grants.
- Grant Award \$** - List the dollar amount your program was awarded. Do not list what you requested.
- Brief Program Description** - Give a 1-2-sentence summary of each grant program(s).
- Audit** - Has this grant ever been audited by the CIWMB or other funding agencies? If yes, give the date and auditing agency.

#### IV. GRANT ADMINISTRATION

##### PAYMENT OF GRANT FUNDS

Grant funds are paid on a reimbursement basis for the actual costs directly related to the implementation of the project as approved. Payment will be made only for costs described in the applicants approved Budget Itemization. All payment requests must be prepared as described in the Procedures and Requirements and include an itemization with documentation of claimed expenses (e.g., receipts, invoices, etc.).

##### AUDIT REQUIREMENTS

The grantee agrees that the CIWMB, the State Controller's Office, the Bureau of State Audits, and the Department of Finance or their designated representatives, for the purposes of reviewing and conducting audit(s), shall have an absolute right of access to review and copy all of the grantee's records pertaining to the Grant Agreement, including, but not limited to the grantee's contractors, subcontractors, vendors, and any entity receiving benefit from the grant funds. Grantee agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, grantee agrees to include a similar right to the State to audit records and interview staff in any subcontract related to performance of the Grant Agreement. These records pertaining to the Grant Agreement, or any part thereof requested, shall be made available to the designated auditor(s) upon request for the indicated reviews and/or audits. Such records shall be retained for at least three (3) fiscal years after the fiscal year in which the funds were dispersed, or three (3) fiscal years after the fiscal years in which the funds were expended, or until completion of the action and resolution of all issues which may arise as a result of any litigation, claim, negotiation or audit, whichever is later.

#### V. APPLICATION SUBMITTAL

Applicants must submit **one original and three copies** of the application to the Board. Applications must be postmarked by Friday, July 27, 2001. **Late applications will be returned to the applicant and not be considered for grant funding.** It is the applicant's responsibility to ensure that the application is received on time at the Board.

Please submit applications to:

**California Integrated Waste Management Board  
Financial Assistance Branch  
Grants Administration Unit  
1001 I Street, PO Box 4025  
Sacramento, CA 95812-4025  
Attention: Kelley Tyack**

## VI. EXHIBITS

<u>Exhibit</u>	<u>Page</u>
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APPLICANT INFORMATION		
Applicant		
Mailing Address		
City	County	Zip Code
Primary Contact/Title		
Telephone Number	Fax Number	
Legislative District Numbers: Assembly:		Senate:
Federal Tax Identification Number		
	Funding Information:	
City	Grant Funds Requested	\$
County	Matching Funds	\$
School District	Total Project Cost	
Other _____		

Project Summary (A concise summary: Who; What; When; Where; How, and; Why)

Certification: I declare, under penalty of perjury, that all information submitted for the CIWMB's consideration for allocation of grant funds is true and accurate to the best of my knowledge and belief.

Applicant - Authorized Signature	Date
Type or print name and title	

**TIRE RECYCLING GRANT PROGRAM**  
**Work Statement**

Grant Applicant: \_\_\_\_\_ Project \_\_\_\_\_  
Title: \_\_\_\_\_

						<b>Time Period</b>

**TIRE RECYCLING GRANT PROGRAM  
Budget Itemization**

					<b>Total Funds</b>
	personnel (# people/rate)	( / ) ( / )	\$	\$	\$
	personnel (# people/rate)	( / ) ( / )	\$	\$	\$
	Materials/supplies		\$	\$	\$
	Equipment		\$	\$	\$
	services/contracts		\$	\$	\$
	other costs		\$	\$	\$
	<b>TOTAL</b>		\$	\$	\$
	personnel (# people/rate)	( / ) ( / )	\$	\$	\$
	personnel (# people/rate)	( / ) ( / )	\$	\$	\$
	Materials/supplies		\$	\$	\$
	Equipment		\$	\$	\$
	services/contracts		\$	\$	\$
	other costs		\$	\$	\$
	<b>TOTAL</b>		\$	\$	\$
	personnel (# people/rate)	( / ) ( / )	\$	\$	\$
	personnel (# people/rate)	( / ) ( / )	\$	\$	\$
	Materials/supplies		\$	\$	\$
	Equipment		\$	\$	\$
	services/contracts		\$	\$	\$
	other costs		\$	\$	\$
	<b>TOTAL</b>		\$	\$	\$
<b>TOTAL GRANT FUNDS</b>			\$		
<b>TOTAL MATCH FUNDS</b>				\$	
<b>TOTAL PROJECT FUNDS</b>					\$

**TIRE RECYCLING GRANT PROGRAM  
Summary of Current and Previous Grant Awards**

				-	<b>Audit? (date/agenc y)</b>





**RESOLUTION AUTHORIZING SUBMITTAL OF WASTE TIRE ENFORCEMENT GRANT APPLICATION**

*(Sample/Please Retype)*

WHEREAS, funds are allocated and available from the California Integrated Waste Management Board for grants to solid waste Local Enforcement Agencies (LEA) and cities and counties with regulatory authority within the city and county government to perform enforcement/compliance and/or surveillance activities at waste tire facilities; and

WHEREAS, the applicant demonstrates it has sufficient staff resources, technical expertise, and/or experience with similar projects to carry out the proposed program;

NOW, THEREFORE, be it resolved that the Title of governing body of the local jurisdiction:

Authorizes the submittal of an application to the California Integrated Waste Management Board for a Waste Tire Enforcement Grant. The Title of official, or their designee, is hereby authorized and empowered to execute in the name of Name of jurisdiction all necessary applications, contracts, payment requests, agreements and amendments hereto for the purposes of securing grant funds and to implement and carry out the purposes specified in the application.

The foregoing resolution was passed by the Title of governing body of the local jurisdiction

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. Effective \_\_\_\_\_, 20\_\_\_\_.

ATTEST:

Signed:

\_\_\_\_\_ Date \_\_\_\_\_  
*(Name and Title of official authorized to sign)*

**SAMPLE ONLY**

STATE OF CALIFORNIA - ENVIRONMENTAL PROTECTION AGENCY

CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD

**GRANT AGREEMENT**

CIWMB110 (NEW 10/96)

		GRANT NUMBER
NAME OF GRANT PROGRAM		
GRANT RECIPIENT'S NAME		
TAXPAYER'S FEDERAL EMPLOYER IDENTIFICATION NUMBER	TOTAL GRANT AMOUNT NOT TO EXCEED	
TERM OF GRANT AGREEMENT		
FROM:	TO:	

THIS AGREEMENT is made and entered into on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by the State of California, acting through the Executive Director of the California Integrated Waste Management Board (the "State") and \_\_\_\_\_ (the "Grantee"). The State and the Grantee, in mutual consideration of the promises made herein, agree as follows:  
 The Grantee agrees to perform the work described in the Work Statement attached hereto as Section 4 according to the Budget attached hereto as Section 5.  
 The Grantee further agrees to abide by the provisions of the following exhibits attached hereto:  
     Section 1 - Terms and Conditions  
     Section 2 - Administrative Procedures and Requirements  
     Section 3- Project Completion Schedule  
 Sections 1-5, attached hereto, and the Board approved grant application, are incorporated by reference herein and made a part hereof.  
 The State agrees to fund work done by the Grantee in accordance with this Agreement up to the Total Grant Amount Not to Exceed specified herein.  
 IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the dates entered below.

CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD		GRANTEE'S NAME (PRINT OR TYPE)	
SIGNATURE		GRANTEE'S SIGNATURE	
Ralph E. Chandler, Executive Director	DATE	TITLE <small>(Authorized representative )</small>	DATE
GRANTEE'S ADDRESS (INCLUDE STREET, CITY, STATE AND ZIP CODE)			

**CERTIFICATION OF FUNDING**

AMOUNT ENCUMBERED BY THIS AGREEMENT	PROGRAM/CATEGORY (CODE AND TITLE)	FUND TITLE		
PRIOR AMOUNT ENCUMBERED FOR THIS AGREEMENT	(OPTIONAL USE)			
TOTAL AMOUNT ENCUMBERED TO DATE	ITEM	CHAPTER	STATUTE	FISCAL YEAR
OBJECT OF EXPENDITURE (CODE AND TITLE)				
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.		T.B.A. NO.	B.R. NO.	
SIGNATURE OF ACCOUNTING OFFICER			DATE	

STATE OF CALIFORNIA  
**GRANT PAYMENT REQUEST**  
 CIWMB 87 (rev. 12/95)

CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD

**SEE INSTRUCTIONS ON BACK**

1. GRANTEE'S NAME (AS APPEARS ON GRANT AGREEMENT) <input type="checkbox"/> REIMBURSEMENT <input type="checkbox"/> ADVANCE <input type="checkbox"/> FINAL	2. GRANTEE'S INVOICE NUMBER	3. GRANT NUMBER ASSIGNED BY CIWMB
4. TYPE OF PAYMENT (Attach itemization and documentation)	5. PAYMENT REQUEST NUMBER	6. AMOUNT REQUESTED

**7. SEND WARRANT TO:**  
 AGENCY / BUSINESS NAME

AGENCY / BUSINESS CONTACT

AGENCY / BUSINESS MAILING ADDRESS (INCLUDE STREET, CITY, STATE, ZIP CODE)

**CERTIFICATION**

*8. I certify that the above information is correct and that all funds received have been or will be expended in accordance with the approved agreement for California Integrated Waste Management Board grant funding.*

NAME OF PERSON SIGNING AND TITLE (TYPE OR PRINT)

**TO BE COMPLETED BY CIWMB STAFF ONLY**

9. AMOUNT OF PAYMENT REQUESTED	\$
10. LESS WITHHOLD (IF APPLICABLE AND AUTHORIZED IN GRANT AGREEMENT)	\$
11. OTHER	\$
	\$
	\$
12. AMOUNT AUTHORIZED FOR PAYMENT	\$
13. COMMENTS	14. DATE RECEIVED
15. CIWMB PROJECT MANAGER APPROVAL -	DATE APPROVED

## INSTRUCTIONS FOR COMPLETING FORM

1. **GRANTEE'S NAME:** Agency or business name as it appears on the grant agreement.
2. **GRANTEE'S INVOICE NUMBER:** Number assigned to payment request form by the Grantee (optional).
3. **GRANT NUMBER ASSIGNED BY CIWMB:** Grant contract number assigned by the CIWMB as it appears on the top right hand corner of the grant agreement.
4. **TYPE OF PAYMENT:** Check "reimbursement" if this is a regular payment request; check "advance" only if advance payment request is accompanied by a letter justifying the request (the advance payment request must be approved by the CIWMB Program Manager); check "final" when all tasks have been completed.
5. **PAYMENT REQUEST NUMBER:** Begin with the number 1 on your first request for funds and number all subsequent requests consecutively.
6. **AMOUNT REQUESTED:** Amount that is being requested for payment.
7. **SEND WARRANT TO:** Agency or business name as it appears on the grant agreement. Subsequent lines are for the contact person's name and mailing address.
8. **CERTIFICATION:** Signature of the person authorized in the Resolution/Letter of Authorization included with the Grantee's application. Please also type or print this person's name, title and date of signature.

**Please mail this form with supporting documents (if applicable) to:**

**California Integrated Waste Management Board  
Attention: (CIWMB Program Manager)  
1001 I Street, PO Box 4025  
Sacramento CA 95812-4025**

*The following items will be completed by CIWMB staff:*

**AMOUNT OF PAYMENT REQUESTED:** Amount of this payment request.

**LESS WITHHOLD:** Withhold amount authorized in the grant agreement. The CIWMB Project Manager will calculate any withhold based on the amount of the payment.

**OTHER:** Miscellaneous additions or deductions as determined by the CIWMB Project Manager.

**AMOUNT AUTHORIZED FOR PAYMENT:** Amount authorized by the CIWMB Project Manager for reimbursement on this payment request.

**COMMENTS:** CIWMB Project Manager's explanation of the miscellaneous additions or deductions of this payment request, as well as other comments related to this payment request.

**DATE RECEIVED:** Date payment request received by the CIWMB.

**CIWMB PROJECT MANAGER APPROVAL:** Signature and date of the CIWMB Project Manager's approval of this payment request.

**CIWMB GRANT PROGRAM MANAGER APPROVAL:** Signature and date of the CIWMB Grant Program Manager's approval of this payment request.