

**Capital Area Council of Governments
FY 2010/2011 Regional Solid Waste Management Program
Funding Plan**

I. General Information

A. Date: August 12, 2009

B. COG: Capital Area Council of Governments

C. Total Fiscal Year State Allocation:

FY 2010: 664,530

FY 2011: 664,530

D. Program Budget Allocation:

1. FY 2010 Closed Landfill Inventory Budget	\$6,645	% of Total: 1
FY 2010 Regional Plan Amendment Budget	\$33,227	% of Total: 5
FY 2010 Regional Coordination Program Budget:	\$182,658	% of Total: 27.5
FY 2010 Implementation Projects Budget:	\$442,000	% of Total: 66.5
2. FY 2011 Closed Landfill Inventory Budget	\$6,645	% of Total: 1
FY 2011 Regional Plan Amendment Budget	\$33,227	% of Total: 5
FY 2011 Regional Coordination Program Budget:	\$182,658	% of Total: 27.5
FY 2011 Implementation Projects Budget:	\$442,000	% of Total: 66.5

II. Project Priorities

A. Regional Solid Waste Management Plan Goals (Order in which Goals are listed in not meant to imply emphasis on one goal over another, but to indicate that all goals here listed will be pursued under the FY2010/2011 Regional Solid Waste Management program.)

Goal #1: Encourage a Household Hazardous Waste (HHW) collection and diversion program.

Goal #2: Promote public education on integrated solid waste management.

Goal #3: Promote community clean up events to provide citizens with an alternative to illegal dumping.

Goal #4: Continue and enhance current illegal dumping enforcement programs.

Goal #5: Encourage effective and efficient management and operation of recycling services.

Goal #6: Explore alternatives to dealing with the disposal of special wastes.

Goal #7: Encourage the proper management and disposal of municipal solid waste.

Goal #8: Promote reduction in the disposal amount of yard waste and encourage recycling.

Goal #9: Determine whether access to and the availability of legal disposal options in the CAPCOG region are adequate.

- Goal #10: Promote administrative structures to ensure some measure of local control in the siting, expansion, and operation of MSW facilities.
- Goal #11: Promote incentives for recycling activities and increased recycling participation rates across the region.
- Goal #12: Reduce the amount of municipal solid waste generated and disposed of within the region.
- Goal #13: Increase the CAPCOG region recycling rate.
- Goal #14: Provide permanent household hazardous waste collection facilities throughout the region.
- Goal #15: Use the Plan Conformance/Facility Application Review process and the provisions of §363.066, Health & Safety Code, to address land use compatibility and other local issues in order to avoid if possible, or minimize if avoidance is not possible, adverse impacts from municipal solid waste (MSW) facilities on human health and the environment.

B. Project Categories

CAPCOG will prioritize projects that support the goals identified in Volume I of CAPCOG’s Regional Solid Waste Management Plan, as described in Section A above.

The following project categories will be eligible for funding:

- Household Hazardous Waste Management (HHW) (Goal #1, 6, 14)
- Environmental Local Enforcement (Goal #4)
- Litter and Illegal Dumping Clean-Up and Community Collection Events (Goal #3, 7, 9)
- Source Reduction and Recycling (Goal #5, 6, 8, 10, 11, 13)
- Citizens’ Collection Station & “Small” Registered Transfer Stations (Goal #7, 9)
- Educational & Training Projects (Goal #2, and additional Goals depending on scope of project)
- Local Solid Waste Management Plan (Goal varies depending on scope of project)
- Technical Studies (Goal varies depending on scope of project)
- Other to include scrap tires (Goal varies depending on scope of project)

C. Allocation and Priorities

The following list indicates the priority projects to which grant funds may be issued if proposed projects are one of the project categories listed above and meet all other grant requirements. These priorities were identified as the region’s needs for the current planning period, and will be considered during the scoring process. Please note that projects are not limited to the following list.

- Permanent HHW facilities, reuse centers or collection events
- Programs and/or initiatives that encourage recycling, diversion, and market development for scrap tire management
- Community clean-up events and bulky item collection
- Illegal dumping and local enforcement programs
- Recycling services, programs and market development

- Projects or initiatives that support or implement recommendations of the “Market Analysis of Recoverable Materials” study prepared for the CAPCOG region by R.W. Beck
- Projects that are sub-regional or regional in nature
- Projects that are requesting grant funds for “seed” money to start new programs or to expand existing programs.
- Projects that encourage public-private partnerships.

Grants used to create and fund a salaried position for one grant cycle are acceptable. However, entities should avoid reapplying continuous years for full funding of a salaried position, and funding of salaried positions beyond the first year of funding will be evaluated under the scoring criteria.

There are no project award caps.

Matching funds or in-kind services are not required to be eligible for grant funding, but local commitment is considered when determining the entities’ commitment to the program.

III. Project Selection Process

Requests for Applications (RFA’s) will be provided to all eligible grant recipients either via email or hard copy mailing, and will be available on the CAPCOG web site. Applicants will have 30 to 45 days to complete the application and submit all necessary forms. The Solid Waste Advisory Committee (SWAC) will screen all applications received. Applicants will then have the opportunity to do a brief presentation to the committee on the intentions and benefits of the proposed project. The SWAC will review, score and rank all applications based on the following scoring criteria:

Identified need/problem resolution – long term vs. short term	15pts
Well planned, organized and technically feasible project	15pts
Regional coordinated effort or public/private partnership	10pts
Cost effectiveness of project	10pts
Direct services vs. administrative overhead	10pts
Sustainability of proposed project	15pts
Local commitment to project	15pts
Innovative solution/progressive approach	10pts

Applicants must score a minimum of 70 points out of the possible 100 to be eligible for funding. A SWAC member should abstain from scoring a grant proposal if they have a conflict of interest as defined in the SWAC bylaws. The highest and lowest score received for each project will be dropped as an additional measure to ensure fairness.

Partial funding will be applied to a proposal if the Committee members find it to be worthwhile and viable but containing expenses that are not critical to the proposal’s successful implementation. Partial funding may also be awarded to proposals based on ranking and funding availability.

IV. Private Industry Considerations

The following process will be followed during the grant selection and scoring process in order to alleviate private industry concerns with grant-funded projects:

During the RFP Process

- Inform all known private solid waste service providers of the availability of grant funds, the timeframe allowed for eligible applicants submitting applications to CAPCOG, and of the date of the scoring meeting at which those applications are to be reviewed and ranked by the CAPCOG Solid Waste Advisory Committee.
- CAPCOG will require that grant applicants contact any known private service providers in their area who might offer similar services to the proposed project if their project falls under the specified categories. The grant applicant must provide documentation showing that efforts had been made to notify the private industry. A copy of the correspondence must be attached to the application.

Once Applications are Received

- CAPCOG staff will review applications to verify that they meet all requirements, including information regarding the private industry notification.
- A list of all applications will be compiled outlining who the grant recipient is, what the application is for, and a brief summary of the overall project. All known private solid waste service providers will be notified during the RFP process that this list and copies of all grant applications will be provided for viewing at the CAPCOG offices for at least 10 days before the date of the scoring meeting. Known private solid waste service providers will be notified that they may request copies of applications with which they have concerns. CAPCOG will provide a guidance document to the private industries outlining the proper steps to take if there is an opposition to an application.

Protested Applications

- If the private industry opposes the application because they would like the opportunity to provide the service, they will be asked to submit a letter of intent stating that they would provide the said service within the year and include a service plan detailing the scope of work. The letter must be received prior to the scoring date. A representative of the private industry will be requested to attend the scoring meeting and any subsequent meetings where their concerns will be considered.
- If CAPCOG staff finds the service plan to be feasible and efficient, the applicant will be notified and the project will be put on hold for a maximum of one year. During the year, if CAPCOG staff determines that the said service will not be provided, the project will be eligible for funding through either remaining funds or by competing in the next grant cycle.
- If the private service provider has concern with a certain project and did not submit a letter of intent prior to the meeting, they will have an opportunity to express their concerns directly to the Solid Waste Advisory Committee during the scoring meeting.
- If the SWAC finds the complaint has merit, then the project will be revoked. The private service provider will then be asked to submit a letter of intent and will need to implement the said service within the year. If service is not being provided by the end

of the year, the project is subject for grant funding by reapplying the following grant cycle.

- If the private industry opposes the application for any other reason than that they would like to provide the service, they will have the opportunity to express their concerns either by submitting written comments prior to the scoring meeting, or directly to the Solid Waste Advisory Committee during the scoring meeting. The Solid Waste Advisory Committee will then take any action deemed appropriate.

Note: Known private solid waste service providers will be kept informed of their ability to express their concerns with proposed projects, and the timeframe in which they can express their concerns prior to the scoring meeting held by the SWAC. If comments are not received until after the scoring meeting, these concerns will not be considered for further action by the committee.