

STATE OF NEVADA

Department of Conservation & Natural Resources

DIVISION OF ENVIRONMENTAL PROTECTION

Kenny C. Guinn, Governor

Allen Biaggi, Director

Leo M. Drozdoff, P.E., Administrator

Nevada Recycling and Solid Waste Grant Program

Background and Application Instructions

The Nevada Division of Environmental Protection (NDEP) is soliciting proposals for the Nevada Recycling and Solid Waste Grant Program. The proposals are for grants to enhance solid waste management systems and promote the efficient use of resources, including, without limitation, the recycling of solid waste. An application for a grant may be submitted to the Division by: a municipality; an educational institution; or a nonprofit organization.

This grant application package includes:

1. Background and Application Instructions
2. Application Form
3. Grant Agreement (sample)
4. Budget Summary Form
5. Assurance Form

The grant application package is available for downloading at:

<http://ndep.nv.gov/bwm/grant.htm>

Application Deadline

Submit all completed grant applications packages to:

Attn. Recycling and Solid Waste Grant Program

Bureau of Waste Management, NDEP

901 South Stewart Street, Suite 4001

Carson City, Nevada, 89701

Completed original applications must be received by 5:00 p.m. on the day specified on the Request for Proposal

(Note: Faxes and e-mail proposals will NOT be accepted. Applications received after 5 p.m. on the date above will be returned to the applicant.)

Background and Available Funding

In 1991, Assembly Bill 320 established a \$1.00 per tire recycling fee for each retail tire sold in Nevada. Funds generated from that fee are deposited in the Solid Waste Management Account and are allocated among the two health districts in Nevada, the Department of Taxation, and the NDEP. Funding for the Nevada Recycling and Solid Waste Grant Program comes from NDEP's portion of the Solid Waste Management Account. On March 8, 2006, the regulation was adopted to establish a program for awarding grants to enhance solid waste management systems and promote the efficient use of resources, including, without limitation, the recycling of solid waste.

Objectives

The objectives of the Nevada Recycling and Solid Waste Grant Program is to improve solid waste management systems within this State or a municipality; increase opportunities for the recycling and reuse of solid waste; and to increase public awareness of the importance of conserving natural resources or the reuse, recycling and appropriate disposal of solid waste. NDEP encourages action-oriented projects rather than projects oriented toward research and development. Proposals should be realistic, specific, focused, have an effective delivery system, identify a target audience, and be reasonable and appropriate for the amount of funding requested. Proposals which demonstrate the likelihood of being financially self-sustaining at the projects' conclusion will be favored.

Eligibility

Proposals will be accepted from municipalities, not-for-profit organizations, schools and school districts, the University and Community College System of Nevada, and other public institutions. Partnerships are encouraged. Grant funds may be used for personnel, operating expenses, travel, subcontractors, and equipment purchases which support goals of the project and the grant program. Matching funds and in-kind contributions are not required but are encouraged.

Duration

The grant period is targeted to coincide with the Nevada fiscal year (July 1 to June 30). Grant awards will be considered for one and two year terms.

Application Requirements

Provide five copies of each proposal. Proposals that do not adhere to this format will be rejected.

The following information must be provided within each completed grant application:

1. Completed application form, which includes the project title, amount requested, applicant's organization, contact name, address, phone and fax numbers, and e-mail address (if available), Federal Tax Id# or 501 (c)(3) information, as applicable; proposal summary, and starting/ending dates of the project,.
2. Detailed budget on the budget summary form provided including matching funds and/or in-kind contributions, if used.
3. Project work plan which includes background, goals, need for the project, scope of work, measurement indicators, specific deliverables, project time line, and qualifications of the project team. *(The work plan should be no longer than 3 pages.)*
4. Schedule and terms of payment
5. A signed assurance form.
6. If applicable, a letter of support from partners on organization letterhead stating their role and qualifications in relation to the project.

(Note: NDEP grant program staff is available at 775-687-9462 to assist applicants with preparation of a complete proposal. In addition, an applicant may find the EPA/Purdue University website helpful at <http://www.purdue.edu/dp/envirosoft/grants/src/msieopen.htm>)

Evaluation Criteria

Proposals will be evaluated using the following criteria:

Whether the proposal is consistent with goals and policies of the Bureau of Waste Management of the Division;

Whether the proposed project is consistent with the State's plan for the management of solid waste (<http://ndep.nv.gov/bwm/swmp2004/swmphome.htm>) and the plan for the management of solid waste adopted by the municipality in which the proposed project is located;

If the applicant is a municipality, whether the municipality has adopted a plan for the management of solid waste that has been updated at least once within the immediately preceding 5 years;

Whether the proposed project is likely to improve solid waste management systems within Nevada or a local municipality;

Whether the proposed project will increase opportunities for the recycling and reuse of solid waste;

Whether the proposed project is likely to increase public awareness of the importance of conserving natural resources or the reuse, recycling and appropriate disposal of solid waste;

Whether the proposed budget is reasonable for the proposed work plan for the project (include backup data used to establish the project budget);

Whether any alternative source of financial and technical support is available for use by the applicant;

Whether the proposed project may be completed without financial assistance from the Division;

The managerial and technical ability of the applicant to carry out the proposed project will be considered; and

Whether the proposed project is likely to require continuing financial assistance after the expiration of the term of the grant for the proposed project.

Submitting the Application

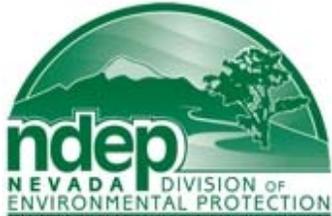
The checklist below includes all components of a complete application. Incomplete applications will not be considered.

- ✓ Completed Application Form
- ✓ Work Plan (no more than 3 pages)
- ✓ Completed Budget Summary

- ✓ Signed Assurance Form
- ✓ Schedule of Payment

Submit applications to:

Attn. Recycling and Solid Waste Grant Program
Bureau of Waste Management, NDEP
901 South Stewart Street, Suite 4001
Carson City, Nevada, 89701



Bureau of Waste Management
Solid Waste / Recycling Branch

Recycling and Solid Waste Grant Application Form

Project title	
Amount requested	\$
Applicant's organization	
Contact name	
Physical address	
Mailing address	
Phone	
Fax	
E-mail address	
Proposal summary (briefly summarize proposed project)	
Project start/end dates.	From _____ to _____
Tax information	If tax exempt per 501(c)(3), please check box <input type="checkbox"/>
	Tax ID number:

PROJECT BUDGET SUMMARY

Grant # _____

Date: _____

PERSONNEL - SALARY	\$ _____
FRINGE BENEFITS	\$ _____
OPERATING	\$ _____
EQUIPMENT	\$ _____
TRAVEL.....	\$ _____
TOTAL.....	\$ _____

ASSURANCES

State of Nevada, Division of Environmental Protection
Recycling and Solid Waste Grant Program

Applicant hereby assures and certifies that they will comply with the regulations, policies, guidelines and requirements of the Nevada Division of Environmental Protection Also, Applicant gives assurance and certifies with respect to a Funding Agreement that:

- A. Applicant possesses legal authority to apply for the grant.
- B. Applicant gives assurance that a resolution, motion stature authority or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
- C. Pursuant to NRS 239.010, information or documents received from Applicant may be open to public inspection and copying. The State will have the duty to disclose unless a particular record is made confidential by law or a common law balancing of interests.
- D. To the fullest extent permitted by law, Applicant will agree to indemnify, hold harmless and defend the State of Nevada, it's officers, employees, agents and invitees from and against all liabilities, claims, actions, damages, losses, and expenses, including but not limited to attorneys' fees, arising out of any alleged negligent or willful acts or omissions of the Applicant, its officers, employees and agents.
- E. Applicant will furnish quarterly progress reports, as well as a final/annual report, and such other information as the Nevada Division of Environmental Protection requires.
- F. Applicant will furnish appropriate documentation with invoices and reimbursement requests to verify all expenditures under this grant.
- G. Applicant will obtain all permits, easements, and other private and governmental agency approvals required for the project prior to the commencement of project.
- H. Applicant must receive notice to proceed from Nevada Environmental Protection prior to advertisement of bids and commencement of activities.
- I. Applicant will give Nevada Division of Environmental Protection or its designate representatives access to and the right to audit records.

- J. Applicant will cause work on the project to be commenced within a reasonable time after receipt of notification from the approving state agency that funds have been approved and that the project will be prosecuted to completion with reasonable diligence.
- K. Applicant certifies that the undersigned has read and understands the Nevada Administrative Code, which regulates the Nevada Recycling and Solid Waste Grant Program as outlined in LCB File No. R176-05, effective May 4, 2006.
- L. Applicant will comply with Federal, State, and local laws.
- M. Applicant understands this is a competitive process and that submittal of an application does not assure the issuance of a grant.
- N. Applicant will maintain all types of appropriate insurance coverage.

Name:	
Signature:	Date:

For Divisional Use Only

Grant Number: _____
Grant Award Amount: _____
(See upper right corner of award letter for grant number and amount to be awarded)