

**The Houston-Galveston Area Council (H-GAC)  
In Cooperation with the Texas Commission on Environmental Quality (TCEQ)  
FY10 SOLID WASTE GRANT APPLICATION FORM**

Please type or legibly print the application. Typing is preferred. Use no smaller than a 10-point font.

|  |  |
|--|--|
| <b>Applicant Information</b>   |  |
| Applicant/Receiving Party:<br>Fort Bend County                                 | Department/Division:<br>Engineering  |
| Primary Project Contact - Authorized Representative:<br>Ron Drachenberg        | Project Contact Title:<br>Assistant County Engineer                              |
| Street Address (No PO Boxes)<br>1124 Blume Road                                | Primary Project Contact's Direct Telephone/Fax:<br>281-633-7509 / 281-342-7366   |
| City State Zip Code<br>Rosenberg, TX 77471                                     | Email Address<br>rdd@co.fort-bend.tx.us  |
| Primary Financial Contact - Authorized Representative:<br>Robert Ed Sturdivant | Financial Contact Title:<br>County Auditor                                       |
| Street Address (No PO Boxes)<br>309 4th Street, Suite 533                      | Primary Financial Contact's Direct Telephone/Fax:<br>281-341-3706 / 281-341-3774 |
| City State Zip Code<br>Richmond, TX 77469                                      | Email Address<br>sturdrob@co.fort-bend.tx.us                                     |

**FY10 REGIONAL PRIORITIES**

For FY10, the Solid Waste Management Committee (SWMC) has identified some specific needs in solid waste infrastructure and programs throughout the region. A higher priority will be placed on the projects supporting the priorities. See Grants Announcement, Section IV for detailed information. This is worth up to 10 points in the scoring. For regional projects, the maximum score is 100 points. For other projects, the maximum score is 90 points. H-GAC staff will determine if an application qualifies as a regional priority project.

Yes (up to 10 points in scoring)                       No (0 points)

**Regional priority projects are:**

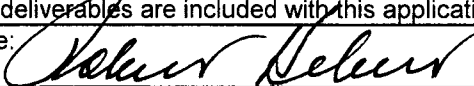
- Local environmental enforcement programs
- Permanent household hazardous waste collection centers, including voucher development
- Permanent e-waste collection centers, including voucher program development
- Curbside recycling opportunities
- Permanent drop-off recycling centers
- Reinvestment in existing recycling drop-off centers, including
- Construction and demolition projects (construction of processing and reuse facilities)
- Organics management
- Public education and outreach

|   |  |
|---|--|
| <b>Grant/Project Information (Pick ONE Category Only)</b>   |  |
| <input type="checkbox"/> Local Enforcement<br><input type="checkbox"/> Litter and Illegal Dumping Cleanup and Community Collection Events<br><input checked="" type="checkbox"/> Source Reduction and Recycling<br><input type="checkbox"/> Local Solid Waste Management Plans<br><input type="checkbox"/> Household Hazardous Waste Management | <input type="checkbox"/> Citizens' Collection Stations and "Small" Registered Transfer Stations<br><input type="checkbox"/> Technical Studies<br><input type="checkbox"/> Education and Training<br><input type="checkbox"/> Other |
| <b>Proposed Funding:</b>  |  |
| Grant Request:  | \$ 61,000  |
| Applicant's Match:  | \$ 6,100   |
| Total Project Amount:   | \$67,100   |

**BRIEF Project Description:** *(Describe your project in 10 words or less.)* To operate a countywide recycling program for the collection, processing, and shipping of recyclable materials and related educational programs for the county citizens.

Please review the Certifications and Assurances and sign the application on the top of page 2.

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|  |                                  |
|--|----------------------------------|
| <b>Signature</b>   |                                  |
| By the following signature, the Applicant certifies that it has reviewed the certifications, assurances and deliverables included in this application, that all certifications are true and correct, that assurances have been reviewed and understood, and that all required deliverables are included with this application submittal. |                                  |
| Signature:    | Title:<br>Fort Bend County Judge |
| Typed/Printed Name:<br>Robert E. Hebert  | Date Signed:<br>July 14, 2009    |

**Certifications:**

In order to receive grant funds under this program, the proposed project must conform to the provisions set forth in the Request for Applications (RFA). The following certifications are intended to help H-GAC ensure that these provisions are met. By signing this Application, the person acting on behalf of the Applicant makes the certifications listed below.

**1. Authority to Sign Application**

The person signing this Application hereby certifies that he/she has authority from the Applicant to sign the Application and that such authority will bind the Applicant in subsequent agreements.

**2. Application Contains No False Statements**

Applicant certifies that this Application has no false statements and that the Applicant 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 Applicant understands that H-GAC will not accept any amendment, revision, addition or alteration to this Application after the final date and time for submission.

**3. Governmental Status**

Applicant 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 district (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 authority
- e. Council of Government

**4. Conformance to Standards**

The Applicant certifies to the best of their knowledge and ability that the proposed project, including all activities in the application, conforms to the eligible category standards and allowable expense and funding standards as set forth in the Request for Applications.

**5. Solid Waste Fee Payments**

Applicant certifies that it is not delinquent in payment of solid waste disposal fees owed by the State of Texas.

**6. Consideration of Private Industry**

The following certification only applies if the project is under one of the following grant categories:

- a. Source Reduction and Recycling
- b. Citizens' Collection Stations and "Small" Registered Transfer Stations
- c. A demonstration project under the Educational and Training Projects category

In accordance with §361.014(b) of the Texas Health and Safety Code and 30 TAC §330.641, TCEQ Rules, a project or service funded under this program must promote cooperation between public and private entities and may not be otherwise readily available or create a competitive advantage over a private industry that provides recycling or solid waste services.

**7. Consistency with Regional Solid Waste Management Plan**

Applicant certifies to the best of their knowledge and ability that the proposed project is consistent with applicable goals, objectives, and recommendations H-GAC's adopted regional solid waste management plan.

**8. Technical Feasibility**

Applicant certifies that it has carefully reviewed its Application 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.

## **9. Costs Reasonable and Necessary**

Applicant certifies to the best of their knowledge and ability that the proposed project activities in the Application and the expenses outlined in the Budget are reasonable and necessary to accomplish the project objectives, and that the proposed expenses are consistent with the costs of comparable goods and services.

## **10. Certification by Law Enforcement Programs**

As provided by the General Appropriations Act (81st 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.

### **Assurances**

If the application is approved for funding, the grant funds will be awarded through a contract between the Applicant and H-GAC. The grant contract will contain a number of standards, requirements, and processes that must be complied with as a condition of receiving the grant funds. In order to ensure an understanding by the Applicant of some of the main conditions that will be included in the contract, the Applicant is asked to review the following assurances. By signing this Application, the person acting on behalf of the Applicant indicates their understanding of these conditions and provides assurances that these and other conditions set forth in the grant contract will be adhered to if funding is awarded.

#### **1. Compliance with Standards Pertaining to Real Property and Equipment**

Applicant provides assurances that, if funded, the Applicant will comply with the contract provisions pertaining to title to and management of real property and equipment. The contract will contain obligations and conditions regarding the use of 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; and obligations to continue to adhere to the provisions that grant funds not be used to create a competitive advantage over private industry, in the use or transfer of the property.

#### **2. Participation in H-GAC/TCEQ Surveys and Reporting**

Applicant provides assurances that, if funded, the Applicant will respond to surveys and/or other requests from H-GAC or the TCEQ for information on municipal solid waste management activities.

#### **3. Compliance with Progress and Results Reporting Requirements**

Applicant provides assurances that, if funded, the Applicant 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 H-GAC on a schedule established by H-GAC, and additionally, to continue to document the results of the project activities for the life of the project; and to provide H-GAC with a follow-up results report approximately one to two years after the end of the grant term.

#### **4. Financial Management**

Applicant provides assurances that, if funded, the Applicant 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 H-GAC.

#### **5. Compliance with Americans with Disabilities Act**

Applicant provides assurances that, if funded, the Applicant 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**

Applicant provides assurances that, if funded, the Applicant 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**

Applicant provides assurances that, if funded, the Applicant 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.

**Grant Budget Summary**

[Click Here to Go To Grant Budget Summary Instructions](#)

| <b>Budget Categories</b>                     | <b>Funding Request</b> |
|--|------------------------|
| 1. Personnel (Salary)                        | 0.00                   |
| 2. Fringe Benefits                           | 0.00                   |
| 3. Travel                                    | 0.00                   |
| 4. Supplies (unit cost of less than \$1,000) | 0.00                   |
| 5. Equipment (unit cost of \$5,000 or more)  | 33,000.00              |
| 6. Construction                              | 0.00                   |
| 7. Contractual (other than for Construction) | 12,000.00              |
| 8. Other                                     | 16,000.00              |
| 9. Indirect charges                          | 0.00                   |
| <b>TOTAL</b>                                 | <b>61,000.00</b>       |

| <b>1. Personnel (Salary)</b> |                 |                      |                       |                    |                       |
|------------------------------|-----------------|----------------------|-----------------------|--------------------|-----------------------|
| <b>Position</b>              | <b>Function</b> | <b>Status FT/PT,</b> | <b>Monthly Salary</b> | <b>Time (%FTE)</b> | <b>Salary Request</b> |
|                              |                 |                      |                       |                    | 0.00                  |
|                              |                 |                      |                       |                    | 0.00                  |
|                              |                 |                      |                       |                    | 0.00                  |
|                              |                 |                      |                       |                    | 0.00                  |
|                              |                 |                      |                       |                    | 0.00                  |

No Narrative is needed.

| <b>2. Fringe Benefits</b>   |                        |                       |                       |
|---|------------------------|-----------------------|-----------------------|
| <b>Salary Request Column is automatically linked to Budget Categories 1 Personnel</b> | <b>Fringe Rate (%)</b> | <b>Salary Request</b> | <b>Fringe Request</b> |
| <b>Please list what is included in your Fringe Benefit Rate.</b>                      |                        | 0.00                  | 0.00                  |

No Narrative is needed.

| <b>3. Travel</b> |                    |                |                       |
|------------------|--------------------|----------------|-----------------------|
| <b>Position</b>  | <b>Destination</b> | <b>Purpose</b> | <b>Travel Request</b> |
|                  |                    |                |                       |
|                  |                    |                |                       |
|                  |                    |                |                       |
|                  |                    |                |                       |

Narrative: (In any category where funding is requested, the Narrative must be completed unless noted.)

| <b>4. Supplies (Unit cost of less than \$1,000)</b> |                |                       |
|---|----------------|-----------------------|
| <b>Description</b>                                  | <b>Purpose</b> | <b>Supply Request</b> |
|   |                |                       |
|   |                |                       |
|   |                |                       |
|   |                |                       |

No Narrative is needed.

| <b>5. Equipment (Unit price of \$5,000 or more)</b> |  |                  |
|---|--|------------------|
| <b>Description</b>                                  | <b>Purpose</b>                           | <b>Equipment</b> |
| Large-scale bailer                                  | For bailing Plastic #1 materials         | 18,000.00        |
| Roll-off containers                                 | For metal and additional paper recycling | 15,000.00        |
|   |  |                  |
|   |  |                  |

Narrative: *(In any category where funding is requested, the Narrative must be completed unless noted.)*  
 Currently, staff has to wait on the availability of an open bailer and the recycling materials have to be stored in bins until the bailer is available for recycling materials. This currently takes extra time for staff.

| <b>6. Construction</b> |                |                             |                     |
|------------------------|----------------|-----------------------------|---------------------|
| <b>Description</b>     | <b>Purpose</b> | <b>Sub-Contracted (Y/N)</b> | <b>Construction</b> |
|                        |                |                             |                     |
|                        |                |                             |                     |
|                        |                |                             |                     |
|                        |                |                             |                     |

Narrative: *(In any category where funding is requested, the Narrative must be completed unless noted.)*

| <b>7. Contractual</b> |                       |                    |
|-----------------------|-----------------------|--------------------|
| <b>Contractor</b>     | <b>Purpose</b>        | <b>Contractual</b> |
| WM Recycle America    | Electronics recycling | 12,000.00          |
|                       |                       |                    |
|                       |                       |                    |
|                       |                       |                    |

Narrative: *(In any category where funding is requested, the Narrative must be completed unless noted.)*  
 Additional costs of recycling electronic items because of the conversion from analog to digital televisions.

| <b>8. Other</b>            |                    |                |                      |
|----------------------------|--------------------|----------------|----------------------|
| <b>Type Other</b>          | <b>Description</b> | <b>Purpose</b> | <b>Other Request</b> |
| Postage/Delivery           |                    |                |                      |
| Telephone/Fax              |                    |                |                      |
| Utilities                  |                    |                |                      |
| Printing/Reproduction      |                    |                |                      |
| Advertising/Public Notices |                    |                |                      |
| Signage                    |                    |                |                      |
| Training/Registration Fees |                    |                |                      |
| Dues/Membership Fees       |                    |                |                      |
| Office Space               |                    |                |                      |
| Basic Office Furnishings   |                    |                |                      |
| Equipment Rentals          |                    |                |                      |
| Books/Subscriptions        |                    |                |                      |
| Repair/Maintenance         |                    |                |                      |
| Legal Services             |                    |                |                      |
| Temporary Services         |                    |                |                      |

Narrative: *(In any category where funding is requested, the Narrative must be completed unless noted.)*

| <b>Type Other (Cont.)</b>  | <b>Description</b>    | <b>Purpose</b>                     | <b>No. of Units</b> | <b>Other Request</b> |
|----------------------------|-----------------------|------------------------------------|---------------------|----------------------|
| Recycling Bins             | Collection containers | 90-yard containers                 | 10.00               | 1,000.00             |
| Recycling Bins             |                       |                                    |                     |                      |
| Personal Protective Equip. |                       |                                    |                     |                      |
| Personal Protective Equip. |                       |                                    |                     |                      |
| Personal Protective Equip. |                       |                                    |                     |                      |
| Computer Hardware          |                       |                                    |                     |                      |
| Computer Software          |                       |                                    |                     |                      |
| Audio/Visual Equipment     |                       |                                    |                     |                      |
| Audio/Visual Equipment     |                       |                                    |                     |                      |
| Promotional Item           |                       |                                    |                     |                      |
| Promotional Item           |                       |                                    |                     |                      |
| Promotional Item           |                       |                                    |                     |                      |
| Other Equip. (<\$5,000)    |                       |                                    |                     |                      |
| Other Equip. (<\$5,000)    |                       |                                    |                     |                      |
| Other Equip. (<\$5,000)    |                       |                                    |                     |                      |
| Additional Other           | Pallets and boxes     | For handling recycling materials   | 250.00              | 5,000.00             |
| Additional Other           | Bookcovers            | For recycling educational programs | 77,000.00           | 10,000.00            |
| Additional Other           |                       |                                    |                     |                      |

Narrative: *(In any category where funding is requested, the Narrative must be completed unless noted.)*

| <b>9. Indirect Charges</b>  |                               |                         |
|---|-------------------------------|-------------------------|
| <b>Identify your indirect 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.</b> | <b>Indirect Cost Rate (%)</b> | <b>Indirect Request</b> |
|   |                               |                         |

No Narrative is needed.

**Refer to Grant Announcement for Guidance on How to Complete these Sections.**

**Project Merits and Need (Up to 40 Points): PLEASE LIMIT YOUR PROJECT NARRATIVE TO 1 PAGE.** Exceeding page limitation may result in a lower score on this section. Page limitation does not apply to attachments.

**Project Title:** Recycle Center Enhancements

**Program Objective and Summary (use all four boxes if necessary).** See Grant Announcement for Guidance.

Fort Bend County is growing at a fast pace, with a 40% increase last year in volume processed through the Recycle Center. We need the requested materials and equipment to help keep up with the volume and demand from the citizens. In addition, the City of Rosenberg has discontinued their curb-side recycling which in turn has increased our volumes. Plus in order to educate citizens about our recycling programs, bookcovers are provided to students at each school district, and the information from these bookcovers helps educate the students whom in turn pass this information on to their families.

**Project Service Area:** (Indicate the area/geography (city, county, or other jurisdictions) covered by the project. If project will only affect a portion of your area, please indicate which portion will be affected. Please attach map if applicable.)

The service area is for the entire Fort Bend County area, which includes cities, schools, rural residents, and the municipal utility districts.

**Public Information.** See Grant Announcement for Guidance.

Fort Bend County will continue to coordinate activities through the Recycle Center. Coordinating the shipping of materials will be handled through Recycle Center staff contacting the vendors. These vendors will help support a marketing program to insure the success and continued operation of the facility. The public is informed through the media, entity newsletters, billboards, the website, telephone voice information and word of mouth. Also, the grant application goes through Commissioner's Court, where the public and other county staff will learn more about the recycle program.

**Project Status/Feasibility.** See Grant Announcement for Guidance.

Given previous tours of the Recycle Center to increase public knowledge about HHW and recycling, Fort Bend County will continue providing educational tours and brochures at the HHW/ Recycle Center. Through these efforts it is certain that more recyclable materials will be brought into the HHW / Recycle Center. If the grant is awarded for FY 2010, the process will start upon authorization of the purchases.

**Local Resources and Commitment (Up to 25 Points): PLEASE LIMIT YOUR LOCAL RESOURCES NARRATIVE TO 1 PAGE.** Exceeding page limitation may result in a lower score on this section. Page limitation does not apply to attachments.

**Intention to Sustain the Project (use all four boxes as necessary).** See Grant Announcement for Guidance.  
Fort Bend County Commissioner's Court has supported the various solid waste programs for the citizens of Fort Bend County. Fort Bend County will continue to coordinate with the Fort Bend County Solid Waste Advisory Committee (FBCSWAC) on the continuous operations of the HHW and recycling programs. These programs are considered long-term investments by Fort Bend County to process more waste materials through recycling versus disposal at landfills, and eliminate possible illegal dumping in the county.

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**Matching Funds or In-Kind Services (use all four boxes as necessary):** (Explain in detail the application to this project of any matching funds or in-kind services to be provided by the applicant, as directly related to the proposed project. This description correlates to the amount entered on page one of this application. Matching funds or in-kind services are not included in the Grant Budget Summary or Grant Request.) See Grant Announcement for Guidance.

Fort Bend County personnel will be handling the program to purchase items to be used at the HHW / Recycle Center, and FBCSWAC members will be coordinating the information with the other entities.

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**Supporting Documentation:** (Please list. Place copies of letters, resolutions, etc. in Attachments. Attachments do not count toward page limitations.)  
Minutes of the Fort Bend County Solid Waste Advisory Committee  
Minutes of the Fort Bend County Commissioner's Court meeting

**Project Cost Evaluation (Up to 25 Points): PLEASE LIMIT YOUR PROJECT COST EVALUATION TO 1 PAGE.** Exceeding page limitation may result in a lower score on this section. Some of the requested information may not be applicable to all proposed projects, contact H-GAC staff for clarification if necessary.

**Target Population to be Served by Project:**

*Please name all participating communities that will be served by or benefit from the proposed project. This may be a subset of your municipality. If the project will affect only a portion of your area, please include only that portion in your target population.*

Fort Bend County and all cities, schools, MUD's and rural residents.

**Describe how the proposed project will result in a measurable cost savings or how the proposed project costs are otherwise reasonably justified.**

This project will help lower the cost of the recycling process by being able to purchase the items for containing, storing, and shipping recycled materials.

**Cost Per Impacted Capita:**

*Please explain calculations. Divide grant request by population served.*

$\$61,000 / 532,141 \text{ persons} = \$0.11 / \text{person}$

**Amount to be processed and volume displaced from the landfill, if applicable:**

*Please explain calculations.*

25.5 tons

**Cost Per Ton Processed, if applicable:**

*Please explain calculations. Divide grant request by tons processed.*

$\$61,000 / 25.5 \text{ tons} = \$2,392 / \text{ton}$

**Landfill Costs Saved, if applicable:**

*Please explain calculations. Multiply tons diverted by landfill tipping fee. Use average if actual is unknown.*

$25.5 \text{ tons} \times \$25 = \$637.50$

**Clean-up Costs Saved, if applicable:**

*Please explain calculations.*

**Evaluation of Consistency with Regional Solid Waste Management Plan: THIS SECTION MUST BE COMPLETE IN ORDER TO BE CONSIDERED FOR GRANT FUNDING.**

**Is proposed project consistent with H-GAC's regional plan?** (Briefly describe how the proposed project will support the regional plan.) Please review regional plan at [http://www.h-gac.com/community/waste/management/documents/regional\\_solid\\_waste\\_management\\_plan\\_volume\\_1.pdf](http://www.h-gac.com/community/waste/management/documents/regional_solid_waste_management_plan_volume_1.pdf)

Yes, the purchase of the items and staff-needed items are consistent with Goal 3 of the H-GAC plan amendments. This project will focus on meeting the needs to provide and support incentives for waste reduction and reuse programs.

**Private Industry Notification: List of Other Entities Which Provide a Similar or Related Service. FOR PROJECT TYPES LISTED, THIS SECTION MUST BE COMPLETE IN ORDER TO BE CONSIDERED FOR FUNDING**

This section is applicable only to the following grant categories:

- a. Source Reduction and Recycling
- b. Citizens' Collection Stations and "Small" Registered Transfer Stations
- c. A demonstration project under the Education and Training project category

According to state law, a project or service funded under this program must promote cooperation between public and private entities (by definition includes non-profit organizations), and may not be otherwise readily available or create a competitive advantage over a private industry (by definition includes non-profit organizations) that provides recycling or solid waste services. If the proposed project provides a service, in the spaces below, list all known private service providers in the affected geographic area known to provide a similar or related service and summary your discussion with the providers. You must comply with the notification requirements. Please attach additional pages if needed.

| Private Service Providers Contacted | Name and Position | Date Notified | Method of Contact (Letter, meeting, phone call, etc.) |
|-------------------------------------|-------------------|---------------|---|
|                                     |                   |               |   |
|                                     |                   |               |   |
|                                     |                   |               |   |
|                                     |                   |               |   |
|                                     |                   |               |   |

**Summaries of Discussions with Private Industry**

Provide summaries of any input and concerns raised by the private service providers; summaries of any meetings or discussions held between the Applicant and the private service providers; an explanation of any changes made to the proposed project to address private service provider concerns; and an explanation of any remaining concerns that were not addressed and why the Applicant determined that the concerns are not valid under the statutory requirements. Attach any written comments or input

**List similar programs that you have visited and/or researched.**

| County/Neighboring Jurisdiction | Contact Name | Date of Contact | Summary |
|---------------------------------|--------------|-----------------|---------|
|                                 |              |                 |         |
|                                 |              |                 |         |
|                                 |              |                 |         |
|                                 |              |                 |         |
|                                 |              |                 |         |