

NCTCOG FY22-23 Solid Waste Grant Application Information Session

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Meeting Procedures

- ▶ Webinar will be recorded and posted to the solid waste grants webpage: <https://www.nctcog.org/envir/materials-management/grants>
- ▶ There will be time for questions at the end, but feel free to use the chat box or ask any questions at any point.
- ▶ Please keep your microphone on mute when you are not speaking.
- ▶ Please input your name and the entity you represent in the chat box to record your attendance.

Solid Waste Program Overview

- ▶ NCTCOG receives funding from TCEQ to administer the Solid Waste Program in the 16-county North Central Texas region.
- ▶ Solid waste grants for local and regional projects are available every two years, as funding allows.
- ▶ The Resource Conservation Council allocates the funding.

Solid Waste Grant Resources

- NCTCOG Solid Waste Grant Website: <https://www.nctcog.org/envir/materials-management/grants>
- Grant Application Guidelines: https://www.nctcog.org/nctcg/media/Environment-and-Development/Documents/Materials%20Management/Solid-Waste-Grant-Application-Guidelines_FINAL.pdf
- Call for Projects Timeline: <https://www.nctcog.org/nctcg/media/Environment-and-Development/Documents/Materials%20Management/Call-for-Projects-Timeline-22-23.pdf>

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FY22/23 Anticipated Call for Projects Timeline

Event	Timeline (FY22/23)	Past Timeline (FY20/21)
RCC Meeting – Approve Call for Projects (CFP) Criteria & Discuss Options for Regional Projects	March 11, 2021	August 6, 2019
Call for Projects Opens	April 7, 2021	October 14, 2019
Grant Application Webinar & Technical Assistance	April – May 2021	Sept – Dec 2019
Call for Projects Closes RCC Meeting – Approve Regional Project Selections	May 26, 2021	January 6, 2020
Resolutions/Court Orders Submitted to NCTCOG	June 26, 2021	February 6, 2020
Scoring Sessions (Grant Selection) & Private Sector Review	July 2021	January 2021
RCC Meeting - Approve Project Recommendations and Solid Waste Program Budget	August 2021	February 13, 2020
NCTCOG Executive Board - Approve Project Recommendations and Solid Waste Program Budget	September 23, 2021	March 26, 2020
Execute FY22 Interlocal Agreements	October 2021	April 2020
Execute FY23 Interlocal Agreements	September 2022	September 2020
Deadline for FY22 Project Completion	October 2022	March 2021
Deadline for FY23 Project Completion	March 2023	March 2021

Funding & Eligibility

All funding for these projects is subject to sufficient funds in the Municipal Solid Waste Disposal Account and to the receipt and availability of funds appropriated by the Texas Legislature for the purposes of this call for projects. In the event funding is not available, NCTCOG has no obligation to provide funding to any projects that may be selected in association with this call for projects.

- **Estimated** Funding Available: \$1.1 to 1.3 Million
- Eligible Applicants:
 - Cities
 - Counties
 - Public and Independent School Districts (excludes Universities and other post-secondary educational institutions)
 - General and special law districts created in accordance with state law and having the authority and responsibility for water quality protection or MSW management, to include river authorities
 - Councils of Governments

Eligibility

- ▶ Private sector entities and non-profit organizations are not eligible for direct funding. However, grantees may contract with private and non-profit entities to provide specific services.

Project Types

- ▶ Local Government Project: One or two eligible applicant(s)
 - ▶ Minimum Request: \$15,000
 - ▶ Maximum Request: \$200,000
- ▶ Regional Collaborative Project: At least three eligible applicants
 - ▶ Minimum Request: \$125,000
 - ▶ Maximum Request: \$500,000

Project Categories

- ▶ The following project categories are eligible for grant funding:
 - ▶ Local Enforcement
 - ▶ Source Reduction and Recycling
 - ▶ Household Hazardous Waste
 - ▶ Litter and Illegal Dumping Programs
 - ▶ Citizens' Collection Stations and "Small" Transfer Stations
 - ▶ Local Solid Waste Management Plans
 - ▶ Technical Studies with a Regional Scope/Impact
 - ▶ Educational and Training Projects

Eligible Expenses

- Eligible Expense Categories:
 - Equipment
 - Construction
 - Contractual
 - Other
- Each line item must meet or exceed \$500 to be eligible
- Details can be found in the [Grant Application Guidelines](#)

Application Process

Applications for the 2022-2023 Call for Projects must be received in the web-based application system by 5:00 p.m. CST on May 26, 2021.

- No faxed, emailed or hard copy applications will be accepted.
- Applicants are encouraged to submit early in case of technical difficulties.
- The link to access the application system can be found here:
<https://www.nctcog.org/envir/materials-management/grants>

Changes to Application Process

- In-kind expenses are not eligible for reimbursement
- Each entity will be limited to two applications; one per department
- Supporting documentation (quotes, photos, maps) is required
- Procurement documentation review
- Grant score sheets included as appendix to Grant Application Guidelines
- Project Summary Slide was eliminated
- Pre-Application Meeting with NCTCOG no longer required



Grant Application Checklist

- The following items are **required**:
 - Completed Application Form submitted
 - Private Sector Notification, if applicable
 - Support Letters from participating entities, if applicable
 - Signed Certification and Assurances
 - **Resolution/Court Order is required by June 26, 2021.**
 - Supporting documentation such as maps, drawings, plans, photos, quotes, etc.

Risk Assessment Requirements

- ▶ A risk assessment will be required for each grantee.
- ▶ NCTCOG will reach out to each grantee to initiate the risk assessment process, if necessary.

Procurement Documentation Review

- Each grantee is required to follow state and federal procurement regulations and guidelines.
- Prior to purchase, documentation will be provided by the grantee to NCTCOG's procurement team for review.

Private Sector Notification

The grant-funded project may not be otherwise readily available or create a competitive advantage over a private industry that provides recycling or solid waste services.

- **Failure to notify private sector service providers will result in immediate disqualification of the application.**
- Categories that require notification:
 - Source Reduction and Recycling
 - Citizens' Collection Stations and "Small" Registered Transfer Stations
 - A demonstration project under the Educational and Training Projects category

Private Sector Notification

- Contact the private sector entities which are providing similar services within the same geographical area for which grant funds are being requested.
- A list of service providers within the region is available at: www.timetorecycle.com/locator/recycler_list.asp.
- Private Sector Notification must be documented in the grant application.

Evaluation Process

- All applications will be reviewed by the RCC's Grant Selection Subcommittee in July 2021.
- Applicants will provide a brief presentation to the Subcommittee.
- Applicants will be notified of their presentation date & time after the call for projects closes.

Evaluation Criteria

- ▶ All applications will be evaluated based on the following criteria:
 - ▶ Budget
 - ▶ Timeline
 - ▶ Description/Demonstration of Funding Need
 - ▶ Project Impacts and Benefits
 - ▶ Regional Advancement of Materials Management & Project Sustainability
 - ▶ Partnerships and Regional Impacts (Regional Collaborative projects only)
 - ▶ Past Grant History

Evaluation Criteria

- ▶ Each applicant must identify a minimum of one of the applicable goals and objectives from the [Planning for Sustainable Materials Management in North Central Texas 2015 - 2040](#) that the applicant's project intends to address.

Evaluation Criteria

- NOTE: All applicants will need to include information in the grant application indicating the following items have been evaluated:
 - Ongoing maintenance costs of grant-funded equipment,
 - If additional equipment will be needed in order to utilize grant-funded items (i.e. if applying for a trailer, is a tractor needed to pull the trailer), and;
 - If staff needs to be trained/licensed in order to use equipment (i.e. forklifts, vehicles that require special driver's licenses).

Applicant Appeals

- Applicants may appeal the funding recommendations to the RCC.
- All appeals must be based on a **specific, identified error** of the Grant Scoring Subcommittee and not on factors that allow discretion by the Grant Scoring Subcommittee members.
- The appeal deadline is **5:00 p.m., August 30, 2021.**
- Applicants must submit the appeal to NCTCOG in writing (via email or letter).

Solid Waste Grant Requirements

- Successful applicants will be required to enter into a standard Interlocal Agreement (ILA) with NCTCOG.
- Project funding will be provided on a **reimbursement** basis only.
- Subrecipients must allow NCTCOG and/or TCEQ to perform on-site visits to monitor the progress of projects.
- Subrecipients must agree to provide reports related to the results of the project to NCTCOG.

Reimbursement of Expenses

- ▶ Reimbursement Requests must include:
 - ▶ A signed reimbursement request form (template provided by NCTCOG)
 - ▶ Purchase Order
 - ▶ Invoice
 - ▶ Proof of Payment

Reporting Requirements

- ▶ Quarterly Progress Reports: All recipients must submit reports detailing progress toward project completion on a quarterly basis until final reimbursement is issued.
- ▶ Results Report: Grant recipients will submit cumulative results from the start of the project to August 31, 2023.
- ▶ Year-Later Results Report: Grant recipients will be required to submit a report documenting results one year after the project completion date.
- ▶ Templates for all of these reporting requirements will be provided by NCTCOG.

Questions?

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