

**East Texas Council of Governments
FY 2011 REGIONAL SOLID WASTE GRANTS PROGRAM**

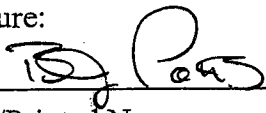
FORM 1. APPLICATION INFORMATION AND SIGNATURE PAGE

Applicant: City of Overton	Funding Amount Proposed: \$ 2,084.00
Address: PO Drawer D. 1200 S. Commerce St Overton, TX 75684	Phone/Fax/Email: Ph: 903-834-3171 Fx: 903-834-3174 Email : bpotts@ci.overton.tx.us
Contact Person: B.J. Potts	Date Submitted: 6-30-10

Project Category

<input type="checkbox"/> Local Enforcement
<input checked="" type="checkbox"/> Litter and Illegal Dumping Cleanup and Community Collection Events
<input type="checkbox"/> Source Reduction and Recycling
<input type="checkbox"/> Local Solid Waste Management Plans
<input type="checkbox"/> Citizens' Collection Stations and "Small" Registered Transfer Stations
<input type="checkbox"/> Household Hazardous Waste (HHW) Management
<input type="checkbox"/> Technical Studies
<input type="checkbox"/> Educational and Training Projects
<input type="checkbox"/> Other

Signature

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.	
Signature: 	Title: City Manager
Typed/Printed Name: B.J. Potts	Date Signed: 6-30-10


FOR USE BY ETCOG

Date application was received: <u>6/30/2010</u>
Does the application meet all of the required screening criteria: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Is the application administratively complete: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

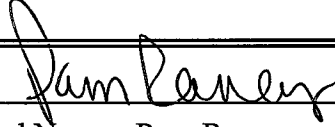
FORM 2. Authorized Representatives

The Applicant hereby designates the individual(s) named below as the person or persons authorized to receive direction from the COG, to manage the work being performed, and to act on behalf of the Applicant for the purposes shown:

- 1. Authorized Project Representative.** The following person is authorized to receive direction, manage work performed, sign required reports, and otherwise act on behalf of the Applicant.

Signature: 
Typed/Printed Name: B.J. Potts
Title: City Manager
Date: 6-30-10

- 2. Authorized Financial Representative.** In addition to the authorized project representative, the following person is authorized to act on behalf of the Applicant in all financial and fiscal matters, including signing financial reports and requests for reimbursement.

Signature: 
Typed/Printed Name: Pam Raney
Title: Finance Director
Date: 6-30-10

RESOLUTION

RESOLUTION OF THE CITY OF OVERTON AUTHORIZING THE FILING OF A GRANT APPLICATION WITH THE EAST TEXAS COUNCIL OF GOVERNMENTS FOR A REGIONAL SOLID WASTE MANAGEMENT GRANT; AUTHORIZING THE CITY MANAGER TO ACT ON BEHALF OF THE CITY OF OVERTON IN ALL MATTERS RELATED TO THE APPLICATION; AND PLEDGING THAT IF A GRANT IS RECEIVED THE CITY OF OVERTON WILL COMPLY WITH THE GRANT REQUIREMENTS OF THE EAST TEXAS COUNCIL OF GOVERNMENTS, THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY AND THE STATE OF TEXAS.

WHEREAS, the East Texas Council of Governments is directed by the Texas Commission on Environmental Quality to administer solid waste grant funds for implementation the COG's adopted regional solid waste management plan; and

WHEREAS, the City of Overton in the State of Texas is qualified to apply for grant funds under the Request for Applications.

NOW, THEREFORE, BE IT RESOLVED BY THE City of Overton IN Overton, TEXAS;

1. That B.J. Potts / City Manager is authorized to request grant funding under the East Texas Council of Governments Request for Applications of the Regional Solid Waste Grants Program and act on behalf of the City of Overton in all matters related to the grant application and any subsequent grant contract and grant project that may result.
2. That if the project is funded, the City of Overton will comply with the grant requirements of the East Texas Council of Governments, Texas Commission on Environmental Quality and the State of Texas.
3. The grant funds and any grant-funded equipment or facilities will be used only for the purposes they are intended under the grant.
4. That activities will comply with and support the adopted regional and local solid waste management plans adopted for the geographical area in which the activities are performed.

PASSED AND APPROVED by the Overton City Council in Overton, Texas, on this Seventeenth day of June, 2010.

John E. Welch
(Signature of Authorized Official)

Notary: Deana McCasland
(Signature)

John E. Welch
(Typed or Printed Name)

Deana McCasland
(Typed or Printed Name)

Mayor
(Title)

3-8-11
(Commission Expires)

FORM 5: Explanation Regarding Private Industry Notification

Applicable to Applicants under 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
- d. Other

Form 5a. List of Private Service Providers Notified

Private Service Providers Contacted	Name and Position	Telephone Number	Date Notified
Allied Waste	Gene Kennan	903-986-0463	6-30-10

Form 5b. Summaries of Discussions with Private Industry

(Refer to instructions concerning information to include on this form. Attach any written comments or input provided)

- Discussed cleanup day for the City of Overton; the placement of roll-off containers; number of containers, and the cost of the containers.

FORM 6: Project Summary

Please provide a complete project summary. Reference the goals, objectives, and/or recommendations from the regional solid waste management plan that apply to the project, and how the project will assist in implementing the plan. Refer to the application instructions when completing these forms. If necessary, attach additional pages for each form.

Form 6a. Project Description (*add additional pages as necessary*)

- The overall project will be a city wide cleanup day, scheduled to be held the last Saturday in October of 2010. The purpose is to promote the cleaning of Overton and to allow our citizens the opportunity to discard items they are otherwise unable to get rid of and to give the city a cleaning as well.
- This grant will allow the city funds to provide this service for our city.

Form 6b. Project Cost Evaluation (*add additional pages as necessary*)

Provide an evaluation of the costs associated with the proposed project. Explain how the total related costs of the proposed project were adequately considered; compare project costs to established averages or to normal costs for similar projects. Present the costs in unit terms, such as cost per ton, cost per customer, or cost per capita, as applicable. Describe any measurable costs savings, or reasonably justified costs of the project.

<u>Itemized Cost</u>	<u>each</u>	<u>total</u>
Advertising in local newspaper 2 - 1/2 pg ads	\$442.00	\$884.00
50 - T-shirts for volunteers	\$10.00	\$500.00
2 - Roll-off trash receptacles	\$350.00	<u>\$700.00</u>
	Total	\$2,084.00

Form 6c. Level of Commitment of the Applicant (*add additional pages as necessary*)

Provide information related to the Applicant's level of commitment to preferred solid waste management practices. If the proposed project is an ongoing service, demonstrate the ability to sustain the program beyond the term of the grant. Explain the extent to which the appropriate governing bodies support the proposed project.

- The City of Overton has a commitment to its taxpayers to provide a clean, safe and healthy environment. By being able to provide the citizens clean-up days at no additional costs to them is a reinforcement of that commitment. From the Mayor's office down, we support and encourage each activity that promotes good solid waste management practices for Overton.

List any previously demonstrated commitment to preferred solid waste management practice, such as implementing other solid waste management projects, involvement in a local or subregional solid waste management plan or study, or membership in the TCEQ's Clean Texas Program.

- Thru the ETCOG the City of Overton has been able to acquire a chipper that is utilized in removing debris of limbs and trees from our city. Residents are able to bring their cuttings to City Hall on the last Friday of each month and have it chipped. We also provide the citizens with free mulch made from the chipper. This is one way that we have successfully utilized solid waste management in a positive manner.

If the proposed project has received previous grant funding under this program, explain to what extent the proposal involves expansion of current services or operations; present quantifiable documentation of the success of the project in order to warrant further funding. Demonstrate a good record of past grant contractual performance.

- A few years back the City of Overton did receive a grant for cleanup and due to several days of inclement weather, the turnout for the event was low. We did however have positive feedback from the community and they expressed the desire to have this type of event again.

Form 6d. Scope of Work (See application instructions. Add additional pages as necessary)

Provide a work program with a schedule of deliverables for the proposed project or program. The work program with the schedule of deliverables will be considered the Scope of Work to be performed under the contract agreement, if funded. Once the details of the work program have been negotiated with the Applicant and approved by the COG, the work program will be entered into the grant contract.

As concisely as possible, for each task of the proposed project, describe the major steps or activities involved, identify the responsible entities and establish a specific timeframe to accomplish each task. The scope of work for the project or program must include:

- Detailed purpose and goal of the project (should be consistent with implementing the goals, objectives, and recommendations from the regional solid waste management plan, as stated in the project description on Form 6a).
 - Specific task statements with responsible entity identified
 - List of deliverables/products/activities under each task
 - Schedule of deliverables
-
- The sole purpose for this event is to host a city-wide cleanup day in Overton, TX. This will be utilized to promote the cleaning of our city and allow our citizens the opportunity to discard items that they perhaps are not able to otherwise and also give people the chance to get out and clean around town as well.
 - The specific tasks will be to have refuse containers placed at City Hall and citizens will be able to bring solid waste to one area and discard it. The City Mayor, City Manager and City Utility Director will conduct the event.
 - The deliverables will be 2 – 30 yard roll-off containers to be utilized for the solid waste.
 - Containers are to be delivered at City Hall on October 29, 2010.

FORM 7. GRANT BUDGET SUMMARY

Please provide the following breakdown of the total amount of grant funding being requested:

Budget Category	Funding Amount
1. Personnel/Salaries	\$ 0
2. Fringe Benefits	\$ 0
3. Travel	\$ 0
4. Supplies	\$ 500.00
5. Equipment	\$
6. Construction	\$
7. Contractual	\$ 700.00
8. Other	\$ 884.00
9. Total Direct Charges (sum of 1-8)	\$
10. Indirect Charges*	\$
11. Total (sum of 9 - 10)	\$ 2,084.00

12. Fringe Benefit Rate:	%	
13. Indirect Cost 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:

*In accordance with the UGMS, indirect charges may be authorized if the Applicant has a negotiated indirect cost rate agreement signed within the past 24 months by a federal cognizant agency or state single audit coordinating agency. Alternatively, the Applicant may be authorized to recover up to 10% of direct salary and wage costs (excluding overtime, shift premiums, and fringe benefits) as indirect costs, subject to adequate documentation. If you have an approved cost allocation plan, please enclose documentation of your approved indirect rate.

Please complete any of the following detailed budget forms that are applicable.

FORM 7a: Detailed Matching Funds/In-Kind Services

This budget form should be completed if the Applicant is providing any level of matching funds or in-kind services directly related to the proposed project.

Matching Funds: \$_____

In the space below, please explain in detail the application of any matching funds to be provided by the Applicant, as directly related to the proposed project:

In-Kind Services: \$900.00 (monetary equivalent)

In the space below, please explain in detail the application of any in-kind services to be provided by the Applicant, as directly related to the proposed project:

- The match for in-kind services reflects the City Employees that will work that day to assist in the pick-up and removal of solid waste

What is the TOTAL COST of the proposed project, considering the total grant funding requested, any matching funds being provided by the Applicant, and the monetary equivalent of any in-kind services being provided by the Applicant:

\$ 2,984.00

FORM 7d: Detailed Supply Expenses

This budget form provides a more detailed breakdown of the total expenses for supplies indicated on Line 4 of the Overall Budget Summary.

Please list the general types of supplies you expect to purchase with grant funding.

General Types of Supplies	Estimated Cost
General office/desk supplies	\$
Other supplies (<i>explain below</i>): This money is to be used to provide t-shirts for volunteers The cost is \$10.00/ t-shirt and we will order 50	\$ 500.00
TOTAL (<i>Must equal Line 4 of the Overall Budget Summary</i>)	\$ 500.00

FORM 7g: Detailed Contractual Expenses

All contractual expenses must be pre-approved by the COG. If the specific details of the contractual costs are not known at this time, list the general details on this form. The more specific details of the contractual costs will then need to be provided to and approved by the COG before the costs are incurred. The request for approval will need to include evidence that the contract price is reasonable and necessary (see instructions). In addition, the subcontract scope of work must be approved by the COG before work begins.

Purpose	Contractor(s)	Contract Amount
2 – 30 yard roll-off containers to be utilized for solid waste removal at city-wide cleanup	Allied Waste	\$ 700.00
		\$
		\$
		\$
TOTAL <i>(Must equal Line 7 of the Overall Budget Summary)</i>		\$ 700.00

FORM 7h: Detailed Other Expenses

This budget form provides a more detailed breakdown of the total other expenses indicated on Line 8 of the Overall Budget Summary. *Please note that the final totals are at the bottom of the next page.*

Basic Other Expenses

Please identify the basic "Other" category expenses you expect to incur appropriate to the project.

Basic Other Expenses	Estimated Cost
Books and reference materials	\$
Postage, telephone, FAX, utilities	\$
Printing/reproduction	\$
Advertising/public notices	\$ 884.00
Registration fees for training (if approved)	\$
Repair and maintenance	\$
Basic office furnishings	\$
Space and equipment rentals	\$
Signage	\$

Additional Other Expenses

The specific details of additional Other category expenses, not included on the list of basic Other expenses, must be pre-approved by the COG. If the specific details of the additional Other expenses are not known at this time, list the general details on this form. The more specific details will then need to be provided to and approved by the COG before the costs are incurred.

Additional Other Expenses	Unit Cost	No. of Units	Total Cost
Computer hardware not listed under the Equipment category <i>(itemize each expense below including description, type, model, etc.):</i>	\$		\$
Computer software <i>(itemize each expense below including description, type, model, etc.):</i>	\$		\$
Additional Other expenses <i>(itemize each expense below including description, type, model, etc.):</i>	\$		\$

TOTAL OTHER EXPENSES <i>(Must equal Line 8 of the Overall Budget Summary)</i>	\$ 884.00
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