

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

FORM 1. APPLICATION INFORMATION AND SIGNATURE PAGE

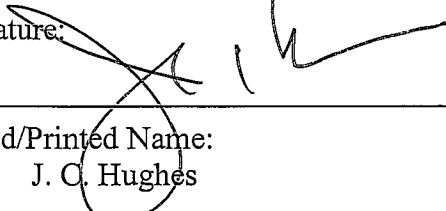
Applicant: City of Marshall, Texas	Funding Amount Proposed: \$ 120,000
Address: PO Box 698 Marshall, TX 75671	Phone/Fax/Email: Ph: 903-935-4485 Fx: 903-935-4494 Email : jchughes@marshalltexas.net
Contact Person: J. C. Hughes, Public Works & Water Utilities Director	Date Submitted: 06-30-2010

Project Category

- Local Enforcement
 Litter and Illegal Dumping Cleanup and Community Collection Events
 Source Reduction and Recycling
 Local Solid Waste Management Plans
 Citizens' Collection Stations and "Small" Registered Transfer Stations
 Household Hazardous Waste (HHW) Management
 Technical Studies
 Educational and Training Projects
 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: Public Works & Water Utilities Director
Typed/Printed Name: J. C. Hughes	Date Signed: 06-30-2010

FOR USE BY ETCOG

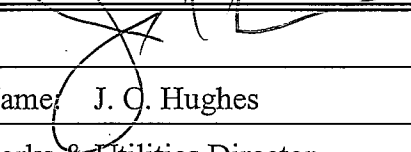
Date application was received: <u>6/30/2010</u>
Does the application meet all of the required screening criteria: <u>X</u> Yes _____ No
Is the application administratively complete: <u>X</u> Yes _____ No

Project Application

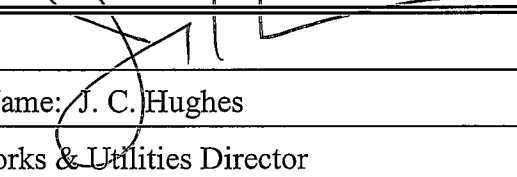
FORM 2. Authorized Representatives

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: J. C. Hughes
Title: Public Works & Utilities Director
Date: 06-30-2010

- 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: J. C. Hughes
Title: Public Works & Utilities Director
Date: 06-30-2010

FORM 4. Resolution

A resolution authorizing the application must be approved by the governing body of the Applicant. Following this page is an example Resolution Form that may be used to prepare the required resolution. This or a similar resolution must be specifically signed and notarized in addition to the signature required in Form 1.

To complete your application, please remove this page and replace it with a signed resolution of your entity's governing body.

***Our resolution is being submitted to our City Commission on at its meeting of July 8th, a certified copy will be forwarded to ETCOG on July 9th.**
(J. C. Hughes)

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 Systems	Gene Keenon	(903) 986-0463	06-10-2010

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)

Discussions with Allied Waste Systems centered on a need to implement waste source reduction and increased recycling efforts in Marshall, Texas. I have just returned to East Texas after working in Dallas – Ft Worth metro cities and developments for the last seven years and I was surprised to see that source reduction and recycling has not gained the support as I had seen in the DFW area. Granted many of the metro area cities are younger, fast growing communities, on the cutting edge of the Green Movement, but my most recent experience was in a much smaller rural community with a population of 5,047.

As City Manager for the Pilot Point, Texas, I was faced with the same demographic you might find in any rural East Texas setting; lack of curb & gutter streets, a long history of twice a week garbage bag curbside service, small 18 gallon hand bins for recycling and very little education regarding the benefits of recycling.

Further conversations with Allied Waste Systems revealed that as a corporation they are moving toward automated side-load trucks using 95 gallon rolling carts, including their recycling program. Simply stated, 95 gallon carts are easier to use, more efficient, and strongly encourage recycling, which provides a one-for-one ratio for source reduction in the landfills.

Our current waste and recycling volumes are:

	2008	2009	2010	2011
Benchmarks:	Actual	Actual	Estimated	Proposed
Tons of recycled materials collected	154	168	188	250
Ton of residential waste collected	7,923	7,467	7,326	7,200
Tons of commercial waste collected	8,878	8,733	8,782	8,800
School programs presented	0	0	0	8

As a comparison, the rural community of Pilot Point was recycling approximately 35 tons per year using the curbside 18 gallon bins method. After conversion to 95 gallon recycling carts, volume increased in just a few months to a rate of approximately 702 tons per year! As you can see above, Marshall (population 25,000) is recycling at an anemic rate of .013/tons per resident, while smaller and more rural Pilot Point is recycling at a rate of .14/tons per resident or a little more than 10 times the rate in Marshall - a comparable recycling rate in Marshall should equal a source reduction of 3,500 tons a year.

We can do better – and we should!

J. C. Hughes
Project Application
Form 5b

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)*

Our proposal is to initially introduce increased recycling efforts to realize a direct one-to-one source reduction into the landfill. One-to-one may be misstated to a degree because not 100% of recycling material will be recycling – a small percentage of the recycled product will not be acceptable and will be rejected and end up in the landfill, but for purposes of this proposal, we plan to use the one-to-one basis.

We are confident that conversion of our 18 gallon hand bins to a larger 95 gallon rolling cart could result in a volume increase from 188 tons a year to 3,500 tons. In fact, our budget estimates for recycling in our 2011 budget proposal is set at 250 tons, and we are only predicting that increase from 188 tons to 250 ton because we plan an education program through our water bill and programs in the elementary schools.

It is very expensive to buy the 95 gallon carts, as they run approximately \$60 per cart (in bulk). Based on my previous experiences with recycling carts in Little Elm, Texas, Savannah and Providence master planned communities and Pilot Point, Texas we can expect an increase in household participation from the current 20% in Marshall up to 50%; in Pilot Point participation current stands at 70% with 95% pure recycling product – so successful that they have had to add a 2nd day of recycling each week.

Based on 8,000 households in Marshall and assuming a standard participation rate of 50%, Allied Waste will need to 4,000 new carts. At \$60 a cart, the estimated cost will be approximately \$240,000.

Our request is to leverage at least 50% of the recycling cart cost, or approximately \$120,000 to help reduce the cost to provide this updated service to residents in Marshall, Texas. The cost estimate to convert refuse and recycling collection in Marshall, Texas to 95 gallon rolling carts would add \$2.16 per month per customer, a cost that may make it a hard sale to the public. Reducing the recycling cart cost will greatly reduce the service cost and greatly enhances our ability to provide the source reduction at a more reasonable cost to make the program a reality.

J. C. Hughes

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.

Current solid waste service cost is \$8.34 per unit per month.

Assumed service cost for 95 gallon side-load carts for solid waste and recycling is \$10.50 per unit per month – an increase of \$2.16 or an increase of 25.9%.

Grant funds can reduce the conversion cost and result in a much lower costs to residents and helps make this sources recover a reality.

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.

As the new Public Works Director, I have seen how the proper business plan and education process can greatly increase recycling and thereby provide source reduction. We will provide the education regardless of the grant application, but we are strongly committed to becoming a Green Community through source reduction – it just makes good public policy to be the example in our community!

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.

As I stated within this application, I have had hands on experience with several communities, with the latest being the most successful – Pilot Point, Texas. To take the recycling volume in a small community of 35 tons a year and increase it to 702 tons a year is a perfect example of what process and education can accomplish. Marshall (25,000 population) is currently recycling 188 ton a year, Pilot Point (5,047 population) is recycling 702 tons – perfect proof!

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.

We have not received a previous ETCOG grant related to this type of source reduction effort.

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

In this case the Scope of Work is a simple plan:

- This plan could be implemented within a six month period – we believe a six month test period by Allied Waste Systems in a segment of Marshall will make the plan an easier sale. (6 months)
- During the first six month, based on positive feedback of the cart service for solid waste and recycling, Allied Waste Systems could enter into a contract modification and order the carts. (2 months)
- Media and billing education program for residents. (1 month)
- Total conversion – 9 months

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	\$
2. Fringe Benefits	\$
3. Travel	\$
4. Supplies	\$
5. Equipment	\$ 120,000 (1/2 cost for 4,000 carts)
6. Construction	\$
7. Contractual	\$
8. Other	\$
9. Total Direct Charges (sum of 1-8)	\$
10. Indirect Charges*	\$
11. Total (sum of 9 - 10)	\$

12. Fringe Benefit Rate:	%	
13. Indirect Cost Rate:	%	
<p>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:</p> <p><small>*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.</small></p>		
<p><i>Please complete any of the following detailed budget forms that are applicable.</i></p>		

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: \$10,000 in education brochures and media ads.

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:

The success of this program is based on education. We believe it is important to explain the cost benefit to our residents during a tough economy when no one wants to raise rates – education information and ads are extremely important. We plan to fund this out of our existing budget and our 2011 calendar year budget.

In-Kind Services: \$ n/a (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:

N/A

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:

\$ 250,000

FORM 7e: Detailed Equipment Expenses

All equipment purchases must be pre-approved by the COG. If the specific details of an equipment purchase are known, show that equipment on the list below. If the specific details of the equipment costs are not known at this time, list the general details on this form. The specific details of the equipment will then need to be provided to and approved by the COG before the costs are incurred.

Equipment (\$5,000 or more per unit) (Show description, type, model, etc.)	Unit Cost	No.of Units	Total Cost
½ cost of 4,000 95 gallon rolling carts	\$ 60 (\$30)	4000	\$ 120,000
	\$		\$
	\$		\$
	\$		\$
TOTAL <i>(Must equal Line 5 of the Overall Budget Summary)</i>			\$ 120,000

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	\$ 5,000
Postage, telephone, FAX, utilities	\$ 2,500
Printing/reproduction	\$
Advertising/public notices	\$ 2,500
Registration fees for training (if approved)	\$
Repair and maintenance	\$
Basic office furnishings	\$
Space and equipment rentals	\$
Signage	\$