

Grant Application Information Session

May 17, 2023

Name _____

Signature _____

Date _____

Mid-America Regional Council
**Solid Waste
Management District**





Purpose of Funds

To implement and support projects which reduce, reuse or recycle materials otherwise headed to the landfill.

Benefits are:

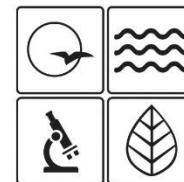
- Resource Recovery
- Landfill Preservation
- Jobs

Source of Funds

A \$2.11 fee is collected on each ton of solid waste disposed in Missouri landfills or transferred to out-of-state facilities.

The funds our district receives is based on the amount of trash disposed in our district and our population.

MDNR is the agency that provides oversight to each of the twenty solid waste districts in the state.



MISSOURI
DEPARTMENT OF
NATURAL RESOURCES

This project was funded in part by the Missouri Department of Natural Resources.

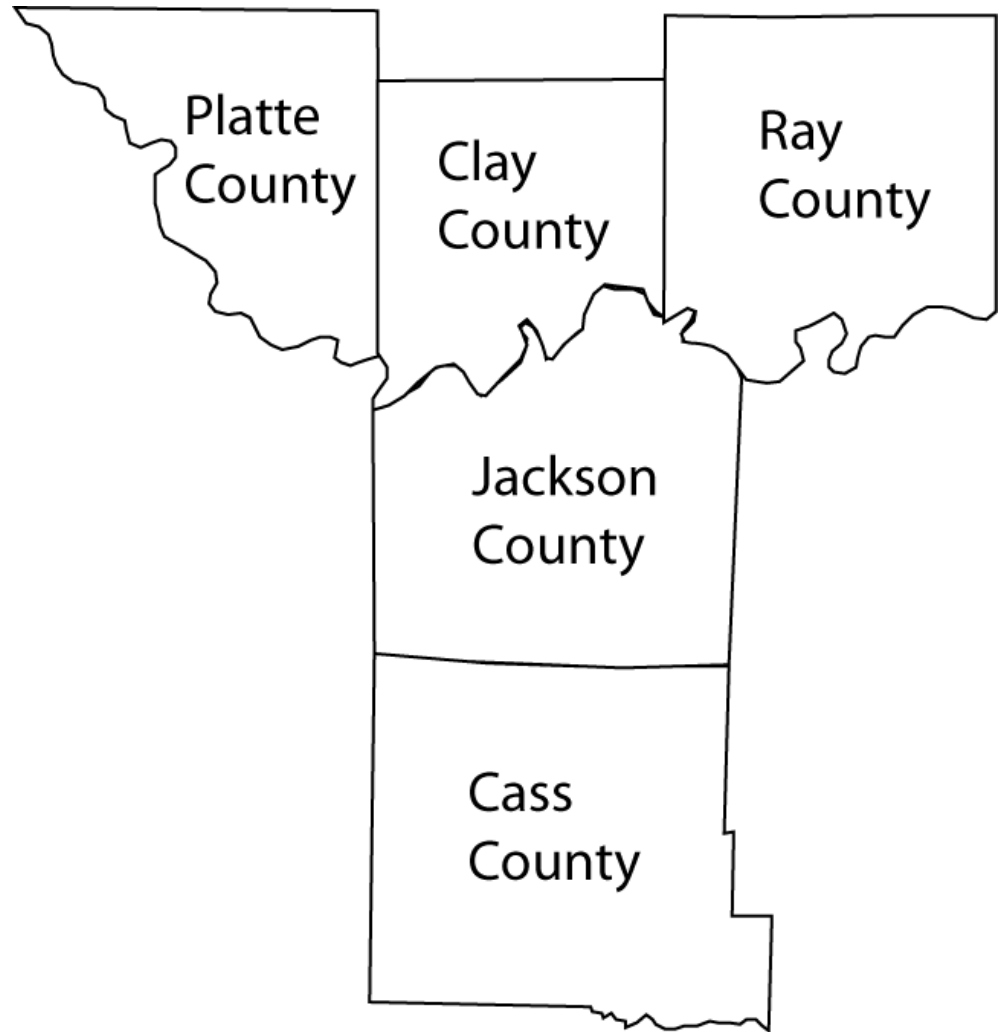


Purpose of Funds

To increase the diversion of materials from landfills.

Projects must demonstrate an increase in diversion from existing activities.

MARC Solid Waste Management District



The Waste Hierarchy





Steps and Timeline

1. Pre-Application

A pre-application **MUST** be submitted by the deadline on Friday, June 9, 2023, 5:00 pm.

2. Feedback

Feedback to the pre-application will be provided. The information provided does not determine if your grant is or isn't awarded. It is up to you to decide to submit a full application.

3. Full Application

The full application is due Wednesday, July 26, 2023, 4:00 pm

4. Anticipated Start Date

January 1, 2024

Who Can Apply?

Local governments
Businesses
Individuals
Schools/School Districts
Non-Profits

**Projects must divert
waste from the Missouri
side ONLY**

Eligible Costs



Equipment

Supplies

Printing Costs

Salaries for New Positions

Travel as Necessary

Consulting Fees

Professional Services

Ineligible Costs

X

Land acquisition

Sales tax

Food

Giveaways

Legal costs

Trash/litter related

Salary for existing positions

Continuous disposal fees



Banned Items

Items banned from Missouri landfills are:

white goods (appliances)

whole tires

yard waste

motor oil

lead acid batteries

District Grant Priorities

1. Education
2. End-Market Development
3. Hard-To-Recycle Items
4. Organics Management
5. Construction and Demolition Waste
6. Waste Reduction and Reuse
7. Business and Multi-family Dwelling Recycling
8. Large Scale Events

Priorities address regional issues however all grant requests are considered.

Narrative

- What do you want to accomplish?
- How will your project increase diversion?
- Describe logistics for collection.
- Describe logistics for delivery to end markets
- Who/where are your feedstock and end markets?
- How will you market your services?
- Where will equipment be stored and how often will it be used?
- What are current activities in the region relative to your project?
- Consider zoning issues, storm water permits, impact on neighbors.
- Address existing services, competition, and collaborations.
- Consider how your project will continue after the grant year is over.

Tasks

Identify tasks, by month, necessary to successfully implement and manage your project

Examples:

Submittal of reports

Bidding

Permitting

Purchasing

Hiring/Training

Education/
Marketing

Develop materials and have reviewed by SWMD

Distribution of materials

Plan and hold events

Evaluate

Collection of materials

Security Interest Agreement for Equipment >\$5,000

Logos are required

The MARC Solid Waste Management District and the Missouri Department of Natural Resources must be acknowledged on all material paid for with grant funds.



Budget Considerations

Provide details. Be specific. Use line items.

Documentation for expenses \$3,000 + must be provided. (recent quotes, bids, receipts) **NEW! Upload the quote cover sheet**

Salary must be broken down by wage/hours, *including match*.

Stick to the required match only: you will need to document!

If requesting fringe/indirect, specify how the percentage is determined. (check limits in instructions)

If subcontracting for construction, must abide by prevailing wage laws. (Davis-Bacon)



Quotes Cover Sheet

- All line items \$3,000 or more require a quote to determine the reasonableness of the request.
- Place number on the attached quote in the top right corner and be certain that it correlates with the chart below.
- If the quote and the line item do not match exactly, please explain.
- Only one quote is required for each line item. *Note: **if awarded***, you will need to provide a total of three quotes for line items \$5,000 or more.
- Combine this cover sheet with your quotes into one document for uploading into the application.

#	Equipment/Service	Vendor	Amount

NEW!

**Complete the Match
Commitment Form**

**10% of project request,
either in-kind, cash, or a
combination.**

**Match
Documentation**



Match Commitment

Applicant: _____ Grant Year _____

Certified Match Amount: \$ _____

The above applicant hereby certifies that the above amount, in the form of cash or other eligible matching funds, will be available as match toward the project. These funds are required to enable the applicant to receive district grant funds from the MARC Solid Waste Management District (MARC SWMD) in the amount applied for as specified in the MARC SWMD application budget document.

The applicant hereby certifies that these funds are not obligated as matching funds for any other grant and that these matching funds have come from a source other than MARC SWMD or any other Missouri solid waste district.

Name of Authorized Official: _____

Title: _____

Signature: _____

State of Missouri

This instrument was signed or acknowledged before me on _____ by _____

Signature of Notary Public

My Commission Expires _____

(Affix Notary Seal)

Requests of \$50,000 or more

Project design, engineering designs,
equipment specs

Three years financial statements,
audits or reports

Credit References

Sources of financial support.

For revenue-generating projects, a 3-
year business plan is required; OR

A two-year vision for non-revenue
generating projects

Evaluation Procedures

Quantitative

Examples:

Tonnages

Number of presentations

Number of business participants

Number of schools/students

Qualitative

Examples:

Satisfaction Surveys

Media coverage

Social Media feedback

Letters of Support

Letter from government official

i.e., Mayor, City Council Member, City Administrator, County Commissioner



Letters of Support from Feedstock

From source of materials; clients; participants

Letters of Support from End Market

from buyer of material(s)



Letters must be current and are REQUIRED.

Government Forms

If awarded, the following documents may be required to complete the application.

Federal E-Verify and Business Entity Certification (Missouri's E-Verify)

For projects requesting or using as match \$5,000 + for salaries

Vendor No Tax Due

If you are a business generating sales tax

W9 - New applicants only

Pre-Application

There is no guarantee the project will be awarded.

Review Process:

- The Grant Review Committee (GRC) independently ranks the projects using criteria required by the state. These are posted on our website. MARC SWMD staff does not rank.
- GRC provides its recommendations to the MARC SWMD Executive Board in October. Partial funding may be recommended.
- MARC SWMD staff contacts all applicants
- Staff submits applications to Missouri Department of Natural Resources (MDNR) for final approval.

If awarded:

Grantee will meet with MARC SWMD staff in December to review:

- Contract
- Reporting requirements
- Reimbursement procedures
- Security Interest Agreement for equipment
- Notice to Proceed
- Other Details

*Grantee cannot incur costs prior to the start date!

Small Project Assistance Funds

- For project requests up to \$3,500
- No match required
- Grant cannot be used for pay for salaries
- Cannot be used as partial funds for a larger project
- No application deadline
- Six-month project period

Small Project Ideas

Potential small projects ideas include:

- Recycling/compost containers (*no trash containers*).
- Education (e.g., signage, printed materials, website development).
- Costs associated with a holding a "green" event. (No food or giveaways.)
- Neighborhood lending library.
- Repair event(s).
- **Illegal dumping deterrents** such as improving vacant lots using project ideas presented above.

Costs must relate directly to waste diversion or illegal dumping.



**For questions and assistance,
please contact:**

Nadja Karpilow
816-701-8226
karpilow@marc.org

Pre-Application Deadline, June 9, 5:00 pm
Full application Deadline, July 26, 4:00 pm