

REQUEST FOR APPROVAL

To: **Howard Levenson**
Deputy Director, Materials Management and Local Assistance Division

From: **Shirley Willd-Wagner**
Branch Chief, Financial Resources Management Branch

Request Date: August 1, 2011

Decision Subject: Approval of Applicant Eligibility, Project Eligibility, Scoring Criteria and Evaluation Process for the Beverage Container Recycling Grant Program (California Beverage Container Recycling Fund, FYs 2011/12 and FY 2012/13)

Action By: August 15, 2011

Summary of Request: This memo proposes the release of the solicitation which includes applicant eligibility, project eligibility, scoring criteria and the evaluation process for the Beverage Container Recycling Grant (BCRG) Program for Fiscal Years (FY) 2011/12 and FY 2012/13. CalRecycle will combine the appropriations for FY 2011/12 (\$750,000) and FY 2012/13 (\$1,500,000) for a total funding availability of \$2,250,000 for this solicitation.

Recommendation: Staff recommends approval of the proposed solicitation to include applicant eligibility, project eligibility, scoring criteria, and evaluation process for the BCRG Program.

Deputy Director Action: On the basis of the information and analysis in this Request for Approval and the findings set out herein, I hereby approve the solicitation to include applicant eligibility, project eligibility, scoring criteria and the evaluation process for the BCRG Program for FY 2011/12 and FY 2012/13.

Dated: 8/16/11

Howard Levenson

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Deputy Director

BACKGROUND:

Statutory Authority

Public Resources Code (PRC), Division 12.1, Chapter 7, Section 14581(a)(5) authorizes the Department of Resources Recycling and Recovery (CalRecycle) to issue up to \$1,500,000 annually in the form of grants for beverage container recycling programs.

The availability of grant funding for communities will provide opportunities for CalRecycle to address recycling challenges, aid in increasing beverage container collection, and reduce beverage container litter in the waste stream.

Effective March 8, 2010, AB 7 (8X) (Chapter 5, Statutes of 2010) was enacted as an urgency measure to address matters of fiscal solvency for the Beverage Container Recycling Fund, which ultimately suspended the appropriation of the BCRG Program until January 1, 2012. Available grant funding for FY 2011/12 (January 2012 – June 2012), is \$750,000. In FY 2012/13, \$1,500,000 in grant funds will be available.

Since FY 1987/88, 22 grant cycles have awarded over \$35,888,924 to fund 633 Beverage Container grants. The table below summarizes the history of the BCRG Program since FY 1999/00.

FY	Cycle	Total # of Applicants	Total # of Grants Awarded	Total Funding
2008/09	22	122	13	\$1,500,000
2007/08	21	119	9	\$1,500,000
2006/07	20	135	17	\$1,500,000
2005/06	19	120	13	\$1,500,000
2004/05	18	61	14	\$1,455,572
2003/04 (Round 2)	17	47	20	\$1,000,000
2003/04 & 2002/03	16	91	18	\$1,000,000
2001/02	15	69	17	\$500,000
2000/01	14	26	11	\$500,000
1999/00	13	28	12	\$500,000

Applicant and Project Eligibility

Eligible applicants for this grant program include individuals, government entities, businesses and non-profit organizations.

CalRecycle is seeking projects that implement new or enhance existing programs to provide convenient beverage container recycling opportunities in various locations statewide. Eligible projects include, but are not limited to, the following locations:

- Bars and restaurants
- Colleges/universities/schools
- Community events
- Curbside
- Entertainment/hospitality venues
- Fitness centers
- Multifamily dwellings
- Office buildings
- Parks/recreational areas
- Sporting complexes

Process, Concept, Proposal and Scoring Criteria

The solicitation will be posted on CalRecycle's website informing potential applicants of the funding, eligibility requirements, deadlines and other important information. In addition, potential interested entities will be notified through the program's listserv.

Staff will perform a review of all applications to determine completeness. Complete applications will be evaluated using the application review and evaluation process applied in past cycles to confirm applicant and project eligibility and determine the recommended grant award.

The application process consists of two phases:

Phase 1 Concept: In Phase 1, interested applicants (a) explain how their organization is qualified to implement the project, (b) briefly summarize the project description, and (c) briefly explain the project need. Staff will review each concept to determine whether the three requirements are met and provide a "pass" or "fail" score.

Phase 2 Proposal: Applicants receiving a passing score in Phase 1 are invited to develop their concept into a proposal. The proposal will: provide a thorough description of the project; explain why the project is needed; describe the existing beverage container recycling collection system (if any) and what improvements will be made; identify partnership opportunities; identify/address challenges; identify goals/objectives; identify strategies to be implemented; describe budget items/matching funds; develop a work plan; identify how volume will be collected; describe how progress/success will be evaluated; and develop a detailed plan for project sustainability at the end of the grant term.

An evaluation committee reviews and scores the proposals according to the Phase 2 scoring criteria, Attachment I. Scores are based on the merits of the information submitted in the proposal. Grant funds are awarded to those receiving the highest scores. Based on past grant cycles, it is possible that the program will be over-subscribed.

The evaluation committee may request modifications to the budget and/or work plan before the award letters are sent. All modifications are noted in the funding recommendation.

Staff recommends utilizing the same criteria indefinitely. The BCRG Program has remained consistent in past grant cycles. There are no anticipated changes and/or stakeholder concerns impacting this grant program.

Proposed Cycle Timeline

Date	Activity
August 16, 2011	FY 2011/12 and FY 2012/13 Program criteria presented at CalRecycle Public Meeting
September 1, 2011	Solicitation, Application and Guidelines and Instructions posted on the website
October 10, 2011	Phase 1 Grant Concept Summaries Due
October/November 2011	Conduct concept evaluation/review process. Identify applicants for Phase 2 proposals
December 5, 2011	Invite successful applicants to develop Phase 2 proposals
January 16, 2012	Phase 2 Grant Proposals Due
January/February 2012	Conduct evaluation/review process of proposals
March/April 2012	Determine funding for eligible applicants
May/June 2012	Grants awarded for FY 2011/12 \$750,000; Grant Agreements executed grant term begins June 1, 2012; grant term ends June 30, 2014
July 2012	Grants awarded for FY 2012/13 \$1.5 Million; Grant Agreements executed grant term begins July 1, 2012; grant term ends June 30, 2015

Attachment I: Scoring Criteria

Attachment II: Solicitation