

# Recycled Fiber, Plastic & Glass Grant Program - Scoring Criteria

## Fiscal Year 2014/15

Applicants must score a minimum of 60 points of a possible 100 points to be considered for funding.

GENERAL CRITERIA	
Points	Description
25	<p><b>GREEN HOUSE GAS (GHG) EMISSION REDUCTIONS</b></p> <p>Describe the proposed project and explain how it will result in reduction of metric tons of greenhouse gas emissions annually compared to the existing practice of landfilling fiber, plastic or glass materials.</p> <ul style="list-style-type: none"> <li>• Calculate reductions in GHGs in metric tons of CO<sub>2</sub> equivalents (MTCO<sub>2</sub>e). <ul style="list-style-type: none"> <li>○ For recycled plastic or glass, recycling emission reduction factors (RERFs) for PET, HDPE, mixed plastics and glass may be found in the California Air Resources Board's <a href="#">Method For Estimating Greenhouse Gas Emission Reductions From Recycling</a>.</li> <li>○ The RERFs for several categories of recycled fiber may be found in the same document, including those for corrugated cardboard, magazines/3<sup>rd</sup>-class mail, newspaper, office paper, and phonebooks. For mixed or other fiber types, provide a detailed GHG reduction calculation, including adaptation of the RERFs above where appropriate.</li> <li>○ If the RERFs do not accurately reflect the GHG emission reductions that will be realized by your project, then provide GHG emission reduction calculations using the best available data sources and methodologies. Include explanations and citations for all calculations to support MTCO<sub>2</sub>e reductions that will result from implementation of the grant.</li> </ul> </li> <li>• Describe how you will verify annual CO<sub>2</sub>e emission reductions once the project is operating.</li> </ul>
15	<p><b>TONS OF RECYCLED MATERIAL USED IN MANUFACTURING</b></p> <p>Explain how fiber, plastic or glass currently disposed in California landfills instead will be used in manufacturing new products or packaging in California.</p> <ul style="list-style-type: none"> <li>• What types of materials will be handled? Explain the specific material type(s) of recycled fiber, plastic or glass that will be diverted from a landfill and used as manufacturing feedstock. Will the materials be source-separated or sorted at a material recovery facility (MRF) or transfer station? Provide any relevant information that will help quantify the tonnage of material that will be diverted from landfills and used to manufacture new products.</li> <li>• How many tons of additional material will be used in manufacturing (e.g., amount of recycled feedstock) and what is the projected timeline for the project to be operating at full capacity? Indicate the landfill(s) where these materials are currently disposed.</li> <li>• What percentage of yield loss (the difference between tons of recycled feedstock versus tons actually used to make new products) do you anticipate?</li> <li>• What happens to yield loss material (e.g., feedstock residuals that are not used to make new products)? Is it sold as scrap, landfilled, etc.?</li> <li>• Where are the jurisdictions of origin for the recycled feedstock? List the jurisdiction(s) name, hauler(s) and type of collection program. Is a contract for collection or delivery of these materials to the manufacturing facility in place?</li> <li>• Explain in detail how you will verify that the extra tons of recycled fiber, plastic or glass were in fact manufactured into new products once the project is operating.</li> <li>• Provide a copy of your documentation (such as a contract) that guarantees an adequate amount of feedstock will be provided to make the project feasible. If a contract is not currently signed, provide a letter of intent or other documentation which shows the feedstock will be available by the time the project is operational.</li> </ul>
10	<p><b>ENVIRONMENTALLY BURDENED &amp; ECONOMICALLY VULNERABLE COMMUNITIES</b></p> <p>Explain how your project will benefit environmentally burdened and economically vulnerable (EBEV) communities, as defined in California Health &amp; Safety Code 39711.</p> <ul style="list-style-type: none"> <li>• Which EBEO community(ies) will benefit? Use OEHHA's <a href="#">CalEnviroScreen</a> to determine.</li> <li>• Explain how expected air and water quality benefits, as defined in California Health &amp; Safety Code 39711, will improve air and water quality in the EBEO community.</li> <li>• Explain other environmental benefits of the project that will accrue to the community.</li> <li>• If your project will create construction jobs in EBEO communities, indicate how many jobs,</li> </ul>

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	<p>approximate salaries and benefits, and how long these jobs will last.</p> <ul style="list-style-type: none"> <li>• If your project will create permanent jobs in EBEV communities, indicate how many jobs will be created and approximate salary and benefits.</li> <li>• Explain how you will document that these jobs are in an EBEV community.</li> <li>• Provide proof that your project has the support of citizens, elected officials, government bodies or non-profit entities in the EBEV community(ies).</li> </ul> <p><i>Note: Also See Air &amp; Water Quality Benefits section below.</i></p>
10	<p><b>PROJECT READINESS AND PERMITS</b></p> <p><b>California Environmental Quality Act (CEQA)</b> Describe the level of anticipated CEQA review required for the project (e.g., notice of exemption, negative declaration, mitigated negative declaration, or environmental impact report) as determined by the lead agency, the current status of its CEQA review, and the projected timeline for completing CEQA. Provide copies of or a link to your CEQA documentation if it is available. If no CEQA review will be required, provide documentation from the lead agency confirming that CEQA review is not required.</p> <p><b>General Checklist of Business Permits, Licenses and Filings (CalRecycle Form 669)</b> Form 669 is a required application document. CalRecycle staff will use this information to determine your permitting, construction, and start-up status. In addition, please indicate:</p> <ul style="list-style-type: none"> <li>• <b>Conditional Use Permit (CUP):</b> If your project requires a conditional use permit, indicate the status of that permit and any barriers to obtaining the permit. If your project has permit by right, or is covered under an existing CUP, explain.</li> <li>• <b>Air Quality Permit:</b> <ul style="list-style-type: none"> <li>○ If your project requires the use of Best Available Control Technologies or the purchase of Emission Reduction Credits (offsets) in order to proceed, indicate the steps you will take to obtain an Authority to Construct and a Permit to Operate from the appropriate air quality agency.</li> </ul> </li> </ul>
10	<p><b>AIR &amp; WATER QUALITY BENEFITS</b></p> <p>If your project results in air and water quality benefits, please quantify:</p> <ul style="list-style-type: none"> <li>• If the benefits are reduced emissions of air quality pollutants, their precursors or odors, provide an explanation of how the reductions will occur and a calculation of total amounts of emissions reductions for each criteria pollutant or precursor.</li> <li>• If the benefits are long-term protection of ground or surface water quality, please explain how the waters will be protected and any constituents of concern that will be reduced.</li> <li>• If these benefits will accrue to a disadvantaged community, as defined in California Health &amp; Safety Code 39711, please explain how the benefits will improve air and water quality in the disadvantaged community.</li> </ul>
10	<p><b>WORK PLAN</b></p> <p>Specific list of all grant-eligible procedures or tasks used to complete your project. Use the Work Plan template.</p> <ul style="list-style-type: none"> <li>• Include a detailed Work Plan that clearly and concisely describes the tasks and activities required to achieve the goals/objectives in the proposed project narrative.</li> <li>• Demonstrate that the applicant (including its contractors) and cooperating organizations have sufficient staff resources, technical expertise, and experience to successfully complete the proposed project.</li> <li>• Include major work items (e.g. permitting, site planning, engineering, construction, equipment, field supervision, health and safety requirements, testing, bonds, etc.).</li> <li>• Demonstrate that all tasks are logical and achievable within the grant term, and with available resources.</li> <li>• Identify measurable targets that must be met to accomplish your project within the grant timeline, with specific dates for each target. Include a schedule that details the quantity of additional recycled fiber, plastic or glass that will be used as manufacturing feedstock from the start of the grant until the project is operating at full capacity.</li> <li>• Demonstrate how operation and maintenance costs of the project will be sustained beyond the term of</li> </ul>

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	<p>the grant. Describe ongoing funding sources, if any.</p> <ul style="list-style-type: none"> <li>• Include an evaluation component to measure success of the project and to determine whether the goals/objectives were accomplished, and build in measurable milestones and a timeline to complete the evaluation before the grant term expires.</li> </ul>
<b>10</b>	<p><b>BUDGET</b></p> <p>Provide a clear accounting of all costs associated with all activities necessary to complete the project. Use the Budget template. Payment will only be made on a reimbursement basis. Indicate the source of your matching funds and your ability to commence work on the project while waiting for grant payments in arrears.</p> <ul style="list-style-type: none"> <li>• Costs shall be itemized into categories and be consistent with the activities included in the Work Plan.</li> <li>• All budget backup documentation including quotes, estimates, and equipment details shall be uploaded, clearly marked and support budget costs.</li> <li>• Describe and quantify the source and amount of local funds, loans, other grants, and all other funding necessary to complete the proposed project (if applicable).</li> <li>• In-kind services and matching funds: Describe and quantify in-kind services and matching funds that have been or will be utilized to support the grant project, such as engineering, site preparation, infrastructure, utility hookups, permitting, capital expenditures, and environmental review.</li> <li>• If applicant is also applying for a loan from the Greenhouse Gas Reduction Revolving Loan Program, funding from the loan program must be used for separate project components than funding from the grant program and applicant must explain how funding from the two programs will work together.</li> </ul>
<b>5</b>	<p><b>FISCAL SOUNDNESS</b></p> <p>Provide Proof of Organizational Status (Letter of Incorporation, etc.) and information regarding your company's financial strength (e.g., Financial stability, Partnerships, Matching funding, ROI, Ability of project to continue beyond grant funding, etc.) and/or your company's 3 most recent Profit/Loss statements.</p>
<b>5</b>	<p><b>APPLICATION COMPLETENESS</b></p> <p>Application must be complete and submitted electronically by the deadline. All documents shall be furnished using a systematic naming and numbering system. Work Plan and Budget documents must each meet the criteria above. The resumes of key project personnel and contractors shall be uploaded.</p> <p><b>LETTERS OF SUPPORT</b></p> <p>Applications may also include letters of support or endorsements from local officials, regulatory/advisory agencies, business partners, environmental groups or others in support of the proposed project.</p> <p><b>SUPPLEMENTAL INFORMATION</b></p> <p>You may attach up to 5 pages of supplemental information (charts, diagrams, spec sheets, etc.) you feel are <i>directly relevant</i> to your proposal. This may include confidential information about new technology, manufacturing processes, etc. The Grant Solicitation will detail the Department's legal obligations and procedures used to protect business-confidential information.</p>
<b>100</b>	<p><b>TOTAL POSSIBLE GENERAL CRITERIA POINTS</b></p>