

REQUEST FOR APPROVAL

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

From: Laurie Kikumoto
Acting Branch Chief, Financial Resources Management Branch

Request Date: December 4, 2013

Decision Subject: Eligibility Criteria and Evaluation Process for the Household Hazardous Waste Grant Program (Integrated Waste Management Account, FY 2014/15)

Action By: January 11, 2013

Summary of Request:

This Request for Approval proposes the eligibility criteria and evaluation process for the Household Hazardous Waste (HHW) Grant Program for Fiscal Year (FY) 2014/15.

Based on staff's analysis of past HHW Grant Program cycles and input from stakeholders, staff is proposing the FY 2014/15 (HD23) HHW grant cycle be modeled after the FY 2012/13 (HD 20) cycle for small and simple HHW grant projects. The following projects are the focus of this grant cycle as summarized below and described under *Proposed Process and Eligibility*:

- HHW public education and outreach for general audiences (may include extended producer responsibility (EPR) information).
- Implementation of new and sustainable EPR collection opportunities (e.g., retail take back of batteries or fluorescents).
- Set-up and operation of temporary or mobile collection program for one-day or multi-day collection events.
- Minor improvements to an HHW facility that enhance or improve the existing program. (Examples could include: storage bins, signage, painting, paving, shelving, etc.)
- Purchase of personal protection equipment and/or 8-hour refresher Hazardous Waste Operations and Emergency Response Standards (HAZWOPER) training.

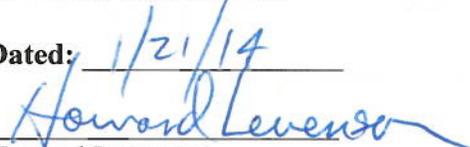
Recommendation:

Staff recommends approval of the proposed eligibility criteria and evaluation process for the HHW Grant Program FY 2014/15, as described under *Proposed Process and Eligibility*.

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 eligibility criteria and evaluation process for the HHW Grant Program for Fiscal Year 2014/15.

Dated: 1/21/14



Howard Levenson
Deputy Director

Background and Analysis:

Statutory Authority

California Public Resource Code (PRC) section 47200(a) authorizes CalRecycle to award grants to local government agencies for programs to reduce HHW disposal. Section 47200(a) indicates CalRecycle shall expend funds "...for the making of grants to cities, counties, or other local agencies with responsibility for solid waste management, and for local programs to help prevent the disposal of hazardous waste at disposal sites, including, but not limited to, programs to expand or initially implement household hazardous waste programs."

Program Background

The purpose of the HHW Grant Program is to provide funding for local governments to implement safe HHW programs for collection, public education, load checking, source reduction, reuse, and/or recycling of HHW. Eligible applicants for these competitive grants include cities, counties, Joint Power Authorities, and qualifying Indian Tribes with responsibility for solid waste management programs that reduce the amount of HHW disposed of at solid waste landfills. Eligible applicants may submit an individual or regional application.

More than \$67 million in grant funds have been distributed since the HHW Grant Program began in FY 1990/91. Twenty-four grant cycles and 725 HHW grants have been awarded to California entities responsible for solid waste management. The table below summarizes the history of the HHW Grant Program since FY 2008/09. As shown in the table, fewer funds have been available for the last several cycles.

FY	Program Priorities	Total # of Applicants	Total # of Grants Awarded	Total Funding
2013/14	Construction of a new HHW facility or expansion of an existing HHW facility	13	10	\$1,400,080*
2013/14	Public education and outreach, mobile collection events, minor HHW facility improvements, personal protective gear, training	n/a	3**	\$181,170
2012/13	Public education and outreach, mobile collection events, minor HHW facility improvements, personal protective gear, training	39	33	\$1,500,000
2011/12	Interagency Agreement with California Conservation Corps for purchase and distribution of sharps containers	NA	NA	\$1,500,000
2010/11	HHW collection facility	23	10	\$1,500,000
2009/10	No separate cycle; used FY 2009/10 monies to fund eligible but unfunded cycle 17 applications	7	7	\$1,500,000

FY (Cont.)	Program Priorities	Total # of Applicants	Total # of Grants Awarded	Total Funding
2008/09	HHW collection facilities; retail take back; extended producer responsibility (EPR) programs	33	18	\$5,000,000

* CalRecycle received an additional one-time authority of \$81,250 through a settlement with Costco Wholesale Corporation to the Integrated Waste Management Account for the HHW Grant Program.

** Eligible unfunded or partially unfunded applicants from the FY 2012/13 cycle were awarded with the unallocated 2013/14 funds.

CalRecycle directed the FY 2011/12 HHW funds (\$1,500,000) to an Interagency Agreement with the California Conservation Corps to purchase and distribute sharps containers to local agencies. This contract provides an alternative to traditional grants by assisting local jurisdictions in an area they deemed as high priority in a March 2012 survey.

Proposed Process and Eligibility

Staff will review all eligible applications to confirm applicant and project eligibility and evaluate the application narrative to determine if the proposal meets all requirements in the Application Guidelines and Instructions. A random selection process will be conducted if the HHW Grant Program is oversubscribed. This process was used successfully in the HHW FY 2012/13 grant cycle.

A survey conducted in July 2013 with 95 completed responses, indicated a high demand for small projects with small grant amounts. Staff plans to alternate the focus of the HHW grant cycles each fiscal year. Small and simple projects will be the focus for the upcoming HHW grant cycle, followed with large construction projects for the subsequent FY 2015/16 cycle. All applicants must include one or more of the focus areas in their application to be eligible for this cycle.

Focus Areas:

- HHW public education and outreach for general audience (may include EPR information)
- Implementation of new and sustainable EPR collection opportunities (e.g., retail take back of batteries or fluorescents)
- Set-up and operation of temporary or mobile collection program for one-day or multi-day collection events
- Minor improvements to an HHW facility that enhance or improve the existing program. (Examples could include: storage bins, signage, painting, paving, shelving, etc.)
- Purchase of personal protection equipment and/or 8-hour refresher Hazardous Waste Operations and Emergency Response Standards (HAZWOPER) training

Staff proposes a maximum grant amount of \$50,000 for individual applicants and \$75,000 for rural areas and/or regional applicants. The proposed grant amount is based on the limited funding available and the strong interest in smaller grants as indicated in the HHW survey.

Tentative Timeline for FY 2014/15

As shown in the table below, staff will post a Notice of Funds Available (NOFA) on CalRecycle's website informing potential applicants of the funding, eligibility requirements, deadlines, and other important information. Notices will also be distributed through the Grants Management System database, HHW Information Exchanges and Yahoo Group listserv, outreach presentations and newsletters. NOFAs will be sent to current and past HHW grant recipients and shared with

CalRecycle's Local Assistance and Market Development staff to inform their local jurisdictions.

Date	Activity
February 2014	Post the NOFA, application, and related instructions and documents on the website
April 2014	Applications due
May 2014	Conduct evaluation/review process of applications and determine funding for eligible applicants
May 2014	If necessary, conduct random selection process to determine order of applicant funding
June 2014	Grant awards presented at CalRecycle public meeting
July 2014	Grant Agreements distributed and executed: grant term ends April 26, 2017

For FY 2015/16, CalRecycle anticipates offering a competitive grant cycle focusing on HHW facility construction and expansion. If the FY 2015/16 HHW facility grant cycle is undersubscribed, or a sufficient number of facility projects do not receive a passing score to utilize the entire \$1,500,000 anticipated to be allocated for FY 2015/16, CalRecycle may consider awarding any unfunded eligible FY 2014/15 applicants with FY 2015/16 funds.