

**CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD**  
**2005/2006 Local Government Waste Tire Cleanup and Amnesty**  
**Event Grant Application (TCA 1)**  
**Application Due Date: Postmarked by February 10, 2006**

**Application Instructions**

**Program Description**

The California Integrated Waste Management Board (CIWMB) has allocated two million dollars (\$2,000,000) for the Local Government Waste Tire Cleanup and Amnesty Event Grant Program in Fiscal Year 2005/2006. Public Resources Code Section 42889 authorizes the CIWMB to expend funds from the California Tire Recycling Management Fund (Tire Fund) to pay for the cost of cleanup, abatement, or other remedial actions related to the disposal of waste tires.

**Grant Funding**

One million dollars (\$1,000,000) is available for waste tire cleanup projects and one million dollars (\$1,000,000) is available for amnesty events.

For waste tire cleanup projects eligible applicants may request up to fifty thousand dollars (\$50,000) per site/project or two hundred thousand dollars (\$200,000) per applicant/region.

For amnesty events single eligible applicants may request up to twenty-five thousand dollars (\$25,000). Regional eligible applicants may request up to twenty-five thousand dollars (\$25,000) per jurisdiction up to a maximum of seventy-five thousand dollars (\$75,000) total.

The CIWMB is reserving twenty-five percent (25%) of the amnesty events' funding allocation for funding grants to eligible rural entities as defined below.

The CIWMB may at its sole discretion fund only certain portions of a grant proposal; sites that have had previous enforcement action against them may be denied.

- Because the waste tire cleanup program and amnesty event program have been combined into one grant program, if less funds are requested than are allocated for either waste tire cleanup projects or amnesty event projects, CIWMB staff may reallocate funds such that the remaining funds from the waste cleanup projects are reallocated to the amnesty event projects, or vice versa, as needed.
- If a grant is awarded, the waste tire cleanup projects and amnesty events must be completed and all invoices submitted by June 30, 2007 in order to receive grant reimbursement.
- Invoices for waste tire cleanup or amnesty event activities that occurred prior to the date the CIWMB's Notice to Proceed was sent will not be reimbursed.
- Waste tire cleanup projects and amnesty events must be performed to achieve maximum cost effectiveness and efficiency. The grant manager will reduce the applicant's budget if the cost per tire for the waste tire cleanup projects or amnesty events is unreasonably higher than estimated.
- Unreasonable expenditures of grant funds will not be reimbursed or will be questioned after an audit is conducted.

## **Applicant Eligibility**

California jurisdictions including cities, counties, special districts, other political subdivisions and jurisdictions joined together by formal agreements, as well as California Indian Tribes are eligible.

For the Amnesty Event Grant “rural entities” are defined as any county, and city, district or Native American Tribe within a county, which has a 2000 U.S. Census population of less than two-hundred thousand (200,000).

Grants will not be awarded to two agencies within the same jurisdiction (example: City of Sacramento Public Works Department and City of Sacramento Health Department).

See below for information regarding submittal of resolutions.

## **Project Eligibility**

Waste tire cleanup projects include the collection, removal, transportation, recycling, and disposal of waste tires from illegal tire piles and areas where illegal dumping has occurred along public right-of-ways. Sites can be located on private or public property. The waste tires must be transported by a waste tire hauler who is registered or exempted by CIWMB (CIWMB approved waste tire hauler) to a waste tire storage facility or disposal site that is permitted, excluded or exempted by the CIWMB to accept waste tires (CIWMB approved facility). Projects not eligible for grant funding are sites where an operating business, including a farm or ranch, buys, sells, or otherwise trade tires, or that is actively stockpiling waste tires.

Amnesty events are intended to be date specific events for the public and are not intended for the disposal of waste tires from waste tire generating businesses (PRC §42954(7)). Amnesty events 1) allow citizens to bring waste tires to convenient locations for proper management up to twice per month per location or 2) can consist of a coupon program that allows citizens to bring in waste tires on specified days.

## **Eligible Project Expenses**

The following waste tire site cleanup and amnesty event activities are eligible for grant funding:

- The cost for collecting and loading waste tires into transporting vehicles;
- The cost for transporting waste tires by a waste tire hauler, registered or exempted by the CIWMB, to a permitted, excluded or exempted waste tire storage facility;
- The cost of recycling waste tires for a specific end use, however, waste tires must be transported by a CIWMB approved waste tire hauler to a CIWMB approved facility;
- The cost for disposing of waste tires at a CIWMB approved facility; The reasonable cost (not greater than 5% of project costs) of fencing, gates, signs and other methods to secure the property where illegal dumping has occurred; and
- Salaries and benefits for personnel who are directly involved in waste tire cleanup activities.

## **Ineligible Project Expenses**

Ineligible project expenses include, but are not limited to, the following:

- Any salaries and benefits for personnel who are involved in amnesty events;
- Costs not identified in the Work Plan or Approved Budget, unless approved in writing by the CIWMB Grant Manager prior to the costs being incurred;
- Administrative overhead (costs for rental/lease of space, utilities, copying, office supplies, etc.);
- Overtime costs (unless approved by CIWMB);
- The development and distribution of educational materials or advertising of the cleanup program or amnesty events;
- Costs for obtaining necessary permits and licenses;
- Activities associated with the preparation of a waste tire cleanup and amnesty event grant application;
- Cleanup/removal of tires where an operating business is located or where the owner or operator of the property is actively stockpiling tires;
- Research costs for specific end use projects associated with the site cleanup;
- Fines or penalties due to violation of federal, state or local laws, ordinances or regulations;
- Personnel travel or per diem costs, unless approved in writing by the CIWMB Grant Manager prior to the costs being incurred;
- Cameras, cell phones, electronic personal data devices and/or pagers;
- Costs connected with contractor claims against the grantee; and
- Any costs that are unrelated to the grant project or unreasonable as determined by the CIWMB Grant Manager.

## **Application Submittal and Review Schedule**

Completed applications must be postmarked by Friday, February 10, 2006. Facsimiled or e-mailed applications will not be accepted. Late applications will not be considered for grant funding for this Fiscal Year. Applications will be reviewed for completeness, eligibility, adequacy, and additional information will be requested, if necessary.

**Submit one original and two copies to:**

**California Integrated Waste Management Board  
Grants Administration Unit - MS 10  
P.O. Box 4025  
Sacramento, CA 95812-4025  
Attn: Grants Administration Unit**

Applications for the Waste Tire Cleanup Grant and/or Amnesty Event Grant application **must:**

- include an original and two copies of the entire application package;
- provide information in the order listed below;
- have all pages numbered consecutively; and
- be double sided on 8.5" x 11" recycled paper.

All exhibits included in this application package may be adapted to each local jurisdiction's software; however, the format must be followed as provided on the form attached to this document.

All application materials will become the property of the CIWMB.

### **Application Cover Sheet**

The Application Cover Sheet includes basic information identifying the applicant jurisdiction, the individuals responsible for the program implementation, estimates of costs, a description of the projects/events, and other pertinent information. The person signing this document **must** be the individual given signature authority (or where authorized his/her designee) in the jurisdiction's resolution (see Sample Resolution, Exhibit C & D).

### **Work Statement (Exhibit A)**

The Work Statement must list all tasks necessary to complete the cleanup project/amnesty events.

Description of Task(s) - Activities proposed within each task of the cleanup project/amnesty events.

Budget - Grant Funds necessary to complete each task.

Product or Results – State what is to be accomplished by that task.

Staff/Contractor - The person who will be responsible for implementing each task.

Time Period - The number of days/months required for the implementation and completion for each task.

Major tasks should be broken into sub-tasks. The Work Statement attached to this document as Exhibit A may be adapted to each applicant's computer software, or reproduced as necessary. The Work Statement must address all objectives required to complete the waste tire cleanup project or amnesty event.

### **Project Budget (Exhibit B)**

Please refer to the Eligible/Ineligible Project Expenses section of the application, when completing this form. The Project Budget should demonstrate that the proposed Work Statement (Exhibit A) will be carried out in a realistic and cost effective manner. All expenses must be itemized and copies of bids or estimates must be attached when applicable. Applicants are encouraged to indicate in the Project Report section of the application, what budget items should have funding priority if only a portion of the grant request is funded. Because these grants may be competitive, grant recipients may only receive a portion of the funds requested.

On the Project Budget form, show the costs associated with each component of the project for which you are requesting grant funds. Complete a separate page for each project component. For each cost, identify the amount of CIWMB Grant funds contributed and the amount of Local Government funds contributed. Itemize all costs and group them under the following Line Items as applicable:

**1. Personnel** - includes salaries, wages, and benefits for each wage-earning person who is employed by the local government agency or contractor who will be directly involved on site with the removal, transportation, and disposal of the waste tires. If removal, transportation, and disposal of the waste tires is contracted to a private firm, the cost charged to the local jurisdiction would likely be based on a per ton calculation, thus only local government personnel on site during the cleanup activities or amnesty events need to be listed in this section. Salaries will be calculated by multiplying the number of hours for each staff member by the salary rate. **Note:** Benefits are calculated as a percentage of the salaries and wages contributed by the employer for health care, retirement, insurance, etc. Indicate on the form the percentage used to determine benefits, and multiply the total salaries and wages by the percentage to get the total benefits. **Total Personnel** is the sum of salaries and benefits.

**2. Contracts** - include contracts with private companies for the removal, transportation, and disposal of waste tires from the tire sites. **The transportation of the waste tires must be contracted to a waste tire hauler currently registered by the CIWMB; the waste tires must be transported to a facility permitted or excluded by the CIWMB.**

**3. Equipment Rental** - Itemize each piece of equipment to be used on a cleanup project or amnesty event and the rental or operational costs requested for reimbursement with grant funds.

**4. Materials and Supplies** - include disposable, protective clothing, gloves, and safety glasses that are to be purchased with grant funds for personnel directly involved in the cleanup project or amnesty event. **Itemize all of the materials and supplies by the item to be purchased, quantity, cost per unit, and enter the total dollar amount that will be expended.**

**5. Line Item Grand Totals** - Total the Line Items for each applicable project component on the bottom line. The **Project Grand Total** is the sum total of the bottom lines for all project components.

### **Approved Resolution (Exhibit C & D)**

By March 10, 2006 single applicants and lead applicants for regional applications **must** submit an approved resolution from their governing body which authorizes submission of the application and identifies the **title** of the individual authorized (and his/her designee) to execute grant related documents such as the grant agreement and payment requests (see Exhibit C). A single applicant can submit an approved resolution from their governing body which authorizes submission of tire grant applications for up to 5 years (see Exhibit D). **An application will be disqualified if the approved resolution is not received by the March 10, 2006 deadline.**

**Regional Programs** - In addition to the resolution required for the lead applicant as described above, applications for regional programs must include one of the following:

- 1) A letter from each of the participating local jurisdictions stating that they want to participate in the regional program and authorizing the lead applicant to act on their behalf as both the applicant and Primary Contact; or
- 2) A resolution from each of the participating local jurisdictions authorizing the lead applicant to act on their behalf as both the applicant and Primary Contact; or

3) A copy of a Joint Powers Authority (JPA) agreement and a letter from each local jurisdictions' County Administrator or City Manager that authorizes the JPA to act on behalf of the jurisdiction as both the applicant and Primary Contact; or

4) A copy of a Memorandum of Understanding specifically for this grant proposal from each local jurisdiction that authorizes the lead applicant to act on behalf of the local jurisdiction as both the applicant and Primary Contact.

### **Property Access Authorization and Cost Recovery (Exhibit E)**

As part of the CIWMB's regulation of waste tire sites, the CIWMB generally pursues enforcement to compel owners of unpermitted sites to remove waste tires from their property and pursues cost recovery when the owner fails to comply and the CIWMB expends funds for the cleanup. For proposed project sites with 500-4,999 tires, the private property owners must sign a declaration under penalty of perjury (see Exhibit E) that they did not personally bring the tires on their property, did not profit from the placement of tires on their property, did not direct, authorize, license, permit, lease (legally or illegally) or otherwise provide consent to another to bring the tires on site, nor did they inherit property from relatives that conducted any of these activities. This affidavit must be submitted with the application. In cases where such a declaration has been obtained, enforcement and cost recovery will not be pursued under the following circumstances:

1. The private property is located in a remote area and thus mobilization of CIWMB contractors to the site under a CIWMB-managed remediation would be impractical and/or unfeasible;
2. The private property is located in a rural area with potentially overlapping multiple property owners with no discernable or otherwise readily ascertainable property boundaries, making it difficult to determine the specific liability of each owner; and/or
3. Where the private property proposed to be remediated is incidental to a primary project involving the cleanup of illegal tire disposal sites located alongside roads and other public rights-of-ways (i.e., the waste tires on the private site constitute "spill over" from the right-of-way). Note: where tires are dumped outside of a business that deals in tires, cost recovery may be appropriate.

For sites that do not meet one of the above criteria or have more than 5,000 tires, the CIWMB may pursue enforcement prior to awarding any grant funds. Once enforcement has been completed and if the site continues to require remediation, the CIWMB will bring the pending grant application for the site to the Board for consideration at the next scheduled Board meeting. If needed the CIWMB shall obtain site access for the applicant or will work with the grantee's counsel to do so. In accordance with CIWMB policy, the CIWMB shall seek cost recovery from the property owner for grant funds that are expended for the cleanup of the site.

### **Permit/License Checklist**

The General Checklist of Business Permits, Licenses and Filing (CIWMB Form 669) must be completed and submitted with the application packages. If any changes or updates have occurred, then a new form must be submitted. The form is located on the CIWMB's website at [www.ciwmb.ca.gov/grants/forms](http://www.ciwmb.ca.gov/grants/forms).

## Priority Ranking Criteria

The Priority Ranking Criteria is used to score an applicant's cleanup projects and/or amnesty events. Those applicants that receive the highest ranking will be funded first.

**For FY 2005/2006, waste tire cleanup projects** will be ranked based on their potential threat to public health and safety and environment. The Ranking Criteria are as follows:

Rank 1 – *Serious threat* to public health and safety and the environment.

- Residential homes, schools, commercial, industrial, recreational area, airports, waterways, electrical transmission lines, or an environmentally sensitive area that is 1,000 feet or less from the site; or
- The site/project consists of 25,000 or more tires.

Rank 2 – *Moderate threat* to public health and safety and the environment.

- Residential homes, schools, commercial, industrial, recreational area, airports, waterways, electrical transmission lines, or an environmentally sensitive area that is more than a 1,000 feet from the site, but less than a mile from the site; or
- The site/project consists of more than 1,000 tires, but less than 25,000 tires.

Rank 3 – *Potential threat* to public health and safety and the environment.

- Residential homes, schools, commercial, industrial, recreational area, airports, waterways, electrical transmission lines, or an environmentally sensitive area that is a mile or more from the site; or
- The site/project consists of 1,000 or less tires.

**For FY 2005/2006, amnesty events** will be ranked initially by the cost per tire for an event. The Ranking Criteria are as follows:

Rank 1 – Cost per tire for an amnesty event. Those events with the lowest cost per tire will receive the highest rank.

Rank 2 – The applicant has a Waste Tire Enforcement Grant that covers their jurisdiction. Those applicants that have an enforcement program in place will receive a higher rank (first tiebreaker, after applying Rank 1).

Rank 3 – The applicant has budgeted adequate resources to advertise and oversee an amnesty event, and public education materials about the proper care and maintenance of tires. Those applicants that have the highest financial match for advertisement, oversight and education materials will receive a higher rank (second tiebreaker, after applying Ranks 1 and 2). (Note: There is no minimum match required to obtain this grant. The amount of match funds provided by the applicants will only be used as a second tiebreaker in the event more funds are requested than are available.)

## Grant Agreement

Following the CIWMB's approval of the grant awards, the recipient will receive a Grant Agreement, Procedures and Requirements, and Terms and Conditions. These documents along with the applicant's Project Budget and Work Statement will comprise the complete Grant Agreement. The applicant's signature authority or designee must sign the Grant Agreement and return the document to the CIWMB within 90 days from the date it was sent to the grantee. When returning the signed Grant Agreement, the applicant must submit an updated General

Checklist of Business Permits, Licenses, and Filings form. The grant term will begin upon receipt of the Notice to Proceed, and end on June 30, 2007.

### **Payment of Grant Funds**

Grant funds are paid on a reimbursement basis of eligible costs directly related to the implementation of a cleanup project(s) or amnesty event(s) as approved. Applicants that are awarded grant funds for both cleanup projects and amnesty events will only be reimbursed for the amount that was requested for each type of project (i.e., funds awarded for cleanup projects can not be transferred to cover costs of amnesty events and vice versa). All payment requests must be prepared as described in the Procedures and Requirements and include an itemization with documentation of claimed expenses (e.g. receipts, invoices, Personnel Expenditure Summary Forms, etc.). Ten percent (10%) of the requested reimbursement amount from each payment request will be retained until completion of the grantee's obligations under the Grant Agreement. A final report must be submitted with the final payment request, which describes the cleanup, removal, and transportation and method of disposal or end use (pictures of the site after cleanup should be included) for waste tire cleanup projects and/or the amount of tires collected at a waste tire amnesty event(s). The ten percent (10%) withheld will be reimbursed after the CIWMB Grant Manager receives and approves the final payment request and final report.

### **Audit Requirements**

The Grantee agrees that the CIWMB, the State Controller's Office, and the State Auditor General's Office, or their designated representatives, will have an absolute right of access to all of the Grantee's records pertaining to the grant to conduct reviews and/or audits, including, but not limited to the Grantee's contractors, subcontractors, vendors, and any entity receiving benefit from the grant funds. These records pertaining to the grant funds will be made available to the designated auditor(s) upon request for the reviews and/or audits. Such records must be retained for at least three (3) years after expiration of the agreement, or until completion of any action and resolution of all issues which may arise as a result of any litigation, claim, negotiation, or audit, whichever is later. If an audit reveals the grant funds are not being expended, or have not been expended in accordance with the agreement, the Grantee may be required to forfeit the unexpended portion of the funds and/or repay the CIWMB for any improperly expended monies.

## APPLICATION COVER SHEET

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Applicant (If a regional program, list lead agency)

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Applicant's Address	City	County	Zip Code
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Primary Contact	Title	Phone	email address
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Signature Authority	Title	Phone	email address
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Check each type of grant funding you are applying for:

Waste Tire Cleanup Projects (max. amount \$50,000/site and \$200,000/applicant)  
Amount Requested: \$\_\_\_\_\_

Waste Tire Amnesty Events (max. amount \$25,000/applicant and \$75,000/applicant)  
Amount Requested: \$\_\_\_\_\_

**Total Grant Funds Requested: \$\_\_\_\_\_**

Combine the amounts requested for cleanup projects and amnesty events. Note: Funds awarded for cleanup projects may only be used for cleanup projects; funds awarded for amnesty events may only be used for amnesty events. Funds awarded for cleanup projects can not be transferred to amnesty events and vice versa.

### CERTIFICATION

*I declare, under penalty of perjury, under the laws of the State of California, that all information submitted for the CIWMB's consideration for award of the grant funds is true and accurate.*

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Signature of Authorized Person in Resolution

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Date

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Type or Print Name and Title

\_\_\_\_\_ **(Initials) Environmental Justice** - Applicant certifies that, if awarded a grant, it shall, in the performance of the grant agreement, conduct its programs, policies, and activities that substantially affect human health or the environment in a manner that ensures the fair treatment of people of all races, cultures, and income levels, including minority populations and low-income populations of the State. **(Box above must be checked and line initialed by signature authority.)**

**Waste Tire Cleanup Project/Site Description**

Include the location, parcel number and a description of each site, which includes proximity to populated areas or sensitive environments, number of tires, proposed method of remediation, and end use. Photographs should also be included. If there are more than 500 tires on a site and the owner is not responsible for the illegal disposal of the tires, then an affidavit (Exhibit E) for each site must be included with the application. (You may attach additional pages if more space is needed).

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**Waste Tire Amnesty Event(s) Description**

Include a description of the amnesty event(s), including the estimated cost per tire for each event. Please include your estimate from a registered hauler to justify this estimated cost per tire. Also, include the staff resources dedicated to the event(s) and the advertising and educational material that the applicant will fund.

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Estimated cost per tire: \_\_\_\_\_

Applicant's personnel costs to oversee amnesty event(s): \_\_\_\_\_

Applicant's cost for advertising and educational material: \_\_\_\_\_

Is there a current Waste Tire Enforcement Grant awarded that covers applicant's jurisdiction?  Yes  No

**EXHIBIT A**  
**WORK STATEMENT**  
**2005/2006 LOCAL GOVERNMENT WASTE TIRE CLEANUP PROJECT(S)**

Grant Applicant \_\_\_\_\_ Proposed Project(s) \_\_\_\_\_

Task #	Description of Task	Budget	Product/Results	Staff/Contractor	Time Period (Dates)

**EXHIBIT A (cont.)**

**WORK STATEMENT**

**2005/2006 LOCAL GOVERNMENT WASTE TIRE AMNESTY EVENT(S)**

Grant Applicant \_\_\_\_\_ Proposed Event(s) \_\_\_\_\_

Task #	Description of Task	Budget	Product/Results	Staff/Contractor	Time Period (Dates)

**EXHIBIT B  
PROJECT BUDGET  
2005/2006 LOCAL GOVERNMENT WASTE TIRE CLEANUP PROJECT(S)**

**Applicant:** \_\_\_\_\_

Line Item	Title/Classification	No. Of Hours	Salary Rate	Benefit %	Total	Total Funds
Personnel						
Contracts (removal, transportation, disposal)	Description:					
Materials & Supplies	Description:					
Equipment Rental	Description:					

**PROJECT GRAND TOTAL: \$** \_\_\_\_\_

**EXHIBIT B (cont.)  
PROJECT BUDGET  
2005/2006 LOCAL GOVERNMENT WASTE AMNESTY EVENT(S)**

**Applicant:** \_\_\_\_\_

Line Item	Title/Classification	No. Of Hours	Salary Rate	Benefit %	Match \$	Grant \$	Total \$
Personnel						Not Allowable Expense	
Contracts (removal, transportation, disposal)	Description:						
Equipment Rental	Description:						
Materials & Supplies	Description:						
Education & Outreach	Description:					Not Allowable Expense	
					Total:		

**PROJECT GRAND TOTAL: \$** \_\_\_\_\_

**EXHIBIT C**

**SAMPLE RESOLUTION**

**WHEREAS,** Public Resources Code (PRC) Sections 42800 et seq. established the waste tire program for the State of California and assigns responsibility for its implementation to the California Integrated Waste Management Board (CIWMB); and

**WHEREAS,** PRC Section 42889(e) allows the CIWMB to expend available money in the California Tire Recycling Management Fund to pay the costs of cleanup, abatement, or other remedial action related to the disposal of used whole tires; and

**WHEREAS,** the CIWMB allocated two million dollars (\$2,000,000) for Fiscal Year 2005/2006 Local Government Waste Tire Cleanup Grant Program and the Amnesty Event Program; and

**WHEREAS,** procedures established by the CIWMB require the jurisdiction-applicant to certify by resolution the approval of the of the jurisdiction's governing authority for submittal of a grant application before submission of said application to the CIWMB; and

**WHEREAS,** if successful the applicant will enter into a Grant Agreement with the CIWMB for implementation of the project(s);

**\*NOW THEREFORE, BE IT RESOLVED** that the **(Title of Governing Body)** authorizes the submittal of an application to the CIWMB for the Fiscal Year 2005/2006 Local Government Waste Tire Cleanup and/or Amnesty Event Grant; and

**BE IT FURTHER RESOLVED** that the **(Title of Official)** of the **(Name of Jurisdiction)** or his/her designee is hereby authorized and empowered to execute in the name of the **(Name of Jurisdiction)** all necessary grant related documents, including but not limited to, applications, agreements, amendments and payment requests, necessary for the purposes of securing grant funds to implement and carry out the program specified in the grant application.

The foregoing resolution was passed by the **(Title of Governing Body)** this \_\_\_\_\_ Day of \_\_\_\_\_, 2006. Effective \_\_\_\_\_, 2006.

ATTEST:

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**(Name and Title of Official Authorized to Sign)**

*\*Note: The wording in this paragraph is appropriate for a jurisdiction applying individually. See below for alternative wording for regional program resolutions. Please check with your attorney before using this sample.*

**Lead Applicant for a regional application: NOW, THEREFORE, BE IT RESOLVED** that the **(Title of Governing Body)** authorizes the submittal of a regional application on behalf of itself and **(Member Jurisdictions)** to the CIWMB for a Local Government Waste Tire Cleanup and/or Amnesty Event Grant. The **(Title of Official)**, or designee, is hereby authorized and empowered to execute in the name of the above named entities all necessary grant related documents, including but not limited to, applications, agreements, amendments and payment requests, necessary for the purposes of securing grant funds and to implement and carry out the program specified in the grant application.

**EXHIBIT D**

**SAMPLE RESOLUTION FOR JURISDICTION APPLYING INDIVIDUALLY**

**FOR 5 YEARS FOR CIWMB TIRE GRANTS\***

**WHEREAS**, Public Resources Code (PRC) Sections 42800 et seq. established the waste tire program for the State of California and assigns responsibility for its implementation to the California Integrated Waste Management Board (CIWMB); and

**WHEREAS**, CIWMB is authorized to award grants under the waste tire program as identified in its *Five-Year Plan for the Waste Tire Recycling Management Program*; and

**WHEREAS**, procedures established by the CIWMB require jurisdiction-applicant to certify by resolution the approval of the jurisdiction's governing authority for submittal of a grant application before submission of said application to the CIWMB; and

**WHEREAS**, if successful the applicant will enter into a Grant Agreement with the CIWMB for implementation of the project(s);

**NOW, THEREFORE, BE IT RESOLVED** that the (**Title of Governing Body**) authorizes the submittal of an application to the CIWMB for all available CIWMB tire- related grants for the period of (**Indicate Time Period- not to exceed 5 years**).

**BE IT FURTHER RESOLVED** that the (**Title of Official**) of the (**Name of Jurisdiction**) or his/her designee is hereby authorized and empowered to execute in the name of the (**Name of Jurisdiction**) all necessary grant related documents, including but not limited to, applications, agreements, amendments and payment requests, necessary for the purposes of securing grant funds to implement and carry out the program(s) specified in the grant application(s).

The foregoing resolution was passed by the (**Title of Governing Body**) this

\_\_\_\_\_ Day of \_\_\_\_\_, 2006. Effective \_\_\_\_\_, 2006.

ATTEST:

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Name and Title of Official Authorized to Sign)

*\*Note: this sample can be modified for less than 5 years and/or for specific grants. Please check with your attorney before using this sample.*

**EXHIBIT E**  
**Property Access Authorization and Responsibility Affidavit**  
**For Private Property**

I, *[name of property owner]*, certify that I am the legal owner or authorized agent of the legal owner of *[site/property description or address]* and have the authority to grant access to the property. Neither I, nor any resident, invitee, licensee, lessee or person I inherited from, personally brought any of the subject waste tires onto my property. Nor did I, or any of the above, direct, authorize, permit or otherwise provide consent to another to bring the tires on my property. Specifically, to the best of my knowledge the circumstances of how the tires were brought onto my property, and the manner in which I became aware that the tires were on my property, are as follows:

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I hereby authorize *[the city or county representatives applying]*, their designated contractors and representatives, and other state and local agencies authorized to access to the property described below for the purpose of removing tires. This cleanup is being performed under the Local Government Waste Tire Cleanup Grant Program.

I understand that by signing authorization to access the property, I am not admitting liability or responsibility for the cleanup of the property.

I declare, under penalty of perjury, that all the above information is true and accurate to the best of my knowledge and belief.

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Name of Owner

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Signature

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Address

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Parcel Number

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Telephone

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Date