



January 1, 2010

CALIFORNIA NATURAL RESOURCES AGENCY

California Department of Resources Recycling and Recovery (CalRecycle)

Waste Tire Enforcement Grant Program Application, Work Plan and Budget 17th Cycle (TEA 17), Fiscal Year (FY) 2009/10

Table of Contents

Application	2
Staff Contact Information	2
Environmental Justice Certification.....	3
Resolution Requirement.....	3
For Regional Program Only - Lead Applicant/Participating Jurisdiction Information.....	3
Work Plan Requirement.....	3
Budget Requirement.....	3
Acceptance of Grant Provisions.....	4
Application Certification.....	4
Work Plan (Exhibit C).....	5
Budget (Exhibit D).....	10
Application Checklist.....	11

Mailed Applications must be postmarked no later than **March 5, 2010**. Hand delivered Applications must be received and date stamped by CalRecycle Staff no later than 3:00 p.m. on **March 4, 2010**. Late Applications will be disqualified. Applications e-mailed or faxed will not be accepted.

Please follow instructions in the Application Guidelines and Instructions when completing this Application. The Application Guidelines and Instructions are critical to properly completing and submitting this Application.

Applications become the property of CalRecycle and are subject to disclosure under the Public Records Act. Do not submit confidential information.

Applications sent by U.S. Postal Service or a commercial delivery service should be sent in a manner that allows for tracking by the sender and that provides an addressed and dated receipt. Failure to do so is at the risk of the applicant and if delivery is delayed or the application is lost by the Post Office or delivery service, the burden is on the applicant to demonstrate timely mailing or delivery of the application

Application

DRRR 243-TEA (Rev. 01/10)

Waste Tire Enforcement Grant Program - 17th Cycle, FY 2009/10

Applicant Information			
Applicant Name: (Must be a City, County, or City and County) [REDACTED]		Requested Grant Amount: <i>(must be in whole dollars)</i>	[REDACTED]
Managing Entity: (Must be an LEA, Code Enforcement Agency, Environmental Health Agency, or other Agency that has inspection or code enforcement authority) [REDACTED]			[REDACTED]
Participating Jurisdictions (for regional programs only - attach additional sheets as needed) [REDACTED]			
Notified Jurisdictions (attach additional sheets as needed) [REDACTED]			
Applicant Mailing Address: [REDACTED]			
City [REDACTED]		County [REDACTED]	Zip Code: [REDACTED]
Primary Contact Name: [REDACTED]	Signature Authority Name: (as authorized in resolution) [REDACTED]	Authorized Designee Name: (if applicable, as authorized in letter of designation) [REDACTED]	
Title: [REDACTED]	Title: [REDACTED]	Title: [REDACTED]	
Telephone Number: [REDACTED]	Telephone Number: [REDACTED]	Telephone Number: [REDACTED]	
Fax Number: [REDACTED]	Fax Number: [REDACTED]	Fax Number: [REDACTED]	
Email Address: [REDACTED]	Email Address: [REDACTED]	Email Address: [REDACTED]	
Legislative District Number (go to www.calrecycle.ca.gov/profiles/juris/ to find the Applicant's Districts Assembly: [REDACTED] Senate: [REDACTED])		Federal Tax Identification Number: [REDACTED]	
Staff Contact Information			
List information for all field staff, program supervisors, and managers that will work on the Waste Tire Enforcement Grant Program.			
Name	Title	Phone Number	Email Address
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

Application

DRRR 243-TEA (Rev. 01/10)

Environmental Justice Certification	
<p>Entities that receive Grant funding from CalRecycle must comply with the principles of Environmental Justice, which is defined as “the fair treatment of people of all races, cultures, and incomes with respect to the development, adoption, implementation, and enforcement of environmental laws, regulations, and policies.” (Govt. Code §65040.12(e)). Public Resources Code §71110(a) broadly requires all boards, departments and offices of the California Environmental Protection Agency to conduct their 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.”</p>	
Must check box	
<input type="checkbox"/>	The Applicant acknowledges that its organization must comply with these principles of Environmental Justice.
Resolution Requirement	
<i>See Application Instructions for Resolution and Letter of Designation (LOD) information and examples.</i>	
Must check ONE of the following boxes:	
<input type="checkbox"/>	An approved Resolution valid for a period of up to 5 years, and, if applicable, a current Letter of Designation (LOD) designating an additional authorized signatory, is enclosed with the Application.
<input type="checkbox"/>	A Resolution will be submit under separate cover. The Applicant acknowledges that the approved Resolution must be received by CalRecycle no later than April 2, 2010. The Applicant further acknowledges that if the Resolution is received after this date, the Application will be disqualified.
For Regional Program Only - Lead Applicant/Participating Jurisdiction Information	
<p>Regional programs have one lead jurisdiction and at least one participating jurisdiction. In addition to the resolution for the lead Applicant, Applications must also include ONE of the following authorization documents for each participating jurisdiction. <i>Note: The inclusion of the participants' names in the lead Applicant's resolution does not take the place of the authorization document.</i></p>	
Must check ONE of the following boxes if the Application is for a Regional Program	
<input type="checkbox"/>	A resolution from each participating jurisdiction authorizing the lead Applicant to act on its behalf as both Applicant and Grant Administrator (entity that implements the Grant Program) is attached to the Application.
<input type="checkbox"/>	A Letter of Authorization from the Town/City/County Administrator from each participating jurisdiction stating that the jurisdiction wants to participate in the regional program and authorizing the lead Applicant to act on its behalf as both Applicant and Grant Administrator is attached to the Application.
<input type="checkbox"/>	A copy of a Memorandum of Understanding specifically for this Grant from each participating jurisdiction authorizing the lead Applicant to act on behalf of the jurisdiction both as Applicant and Grant Administrator is attached to the Application.
Work Plan Requirement	
Must check box	
<input type="checkbox"/>	A Work Plan is attached to the Application and has been emailed to TireEnforcement@calrecycle.ca.gov .
Budget Requirement	
Must check box	
<input type="checkbox"/>	A Budget is attached to the Application and has been emailed to TireEnforcement@calrecycle.ca.gov .

Application

DRRR 243-TEA (Rev. 01/10)

Acceptance of Grant Provisions	
Must check box	
<input checked="" type="checkbox"/>	By checking this box, the Applicant acknowledges that submittal of this Application constitutes acceptance of all Grant Agreement provisions as contained in the Terms and Conditions and Procedures and Requirements. Go to http://www.calrecycle.ca.gov/Tires/Grants/Enforcement/FY200910/default.htm to obtain those documents.
Application Certification	
<i>Certification: I declare, under penalty of perjury, under the laws of the State of California, that I have read all information in the Application Guidelines & Instructions and that all information submitted for CalRecycle's consideration for award of Grant funds is true and accurate to the best of my knowledge.</i>	
X	
Signature Authority / Authorized Designee (as authorized in Resolution, or Letter of Designation)	<i>Date</i>
	
<i>Print Name</i>	<i>Print Title</i>

Work Plan (Exhibit C)

Waste Tire Enforcement Grant Program - 17th Cycle, FY 2009/10

General

All work performed must comply with the TEA 17 Grant Agreement, including but not limited to the Terms and Conditions, Procedures and Requirements, Budget and Work Plan.

All Work Plan change requests must be submitted in writing to the CalRecycle Grant Manager and may only be implemented after a written approval is received from the CalRecycle Grant Manager.

When Payment Requests are submitted, no claim may be made for the direct cost of any item or component that is included in any other rate, such as a Board of Supervisors or City Council labor rate, or an administrative, overhead, or indirect cost rate. Additionally, employee hours will be valued at the labor rate in affect at the time the work was performed.

Task #1 - Inspections

Only Task #1 eligible activities described in the TEA 17 Procedures and Requirements, or those pre-approved in writing by the CalRecycle Grant Manager for TEA 17, will be performed.

Estimated number of inspections to be performed during TEA 17 is [REDACTED].

When a Payment Request is submitted, only labor costs will be claimed under Task #1.

Inspections will be performed in accordance with the following priorities:

1. Inspect unpermitted and/or illegal waste tire piles, and other waste tire violations, that pose an immediate risk or threat to public health and safety, and the environment.
2. Inspect waste tire locations, operations, and issues in response to requests or complaints received from the general public, and from business and government representatives from within the Applicant/Managing Entity's own jurisdiction.
3. Inspect waste tire locations, operations and issues as requested by CalRecycle.
4. Reinspect TPIDs within 30 days of the compliance deadline when a Notice of Violation is issued and documented on an inspection report.
5. Inspect active* permitted major and minor waste tire facilities.
6. Inspect active* TPIDs that have never been inspected.
7. Inspect all other active* TPIDs that accept, generate or store more than 500 waste tires.
8. Inspect all other active* TPIDs that accept, generate or store 500 or fewer tires.

Closed* and inactive* TPIDs will only be inspected if a referral, complaint, or request is received, or if inappropriate or illegal activities are suspected or observed.

*Active, inactive and closed refers to the TPID's Operational Status per CalRecycle's Waste Tire Management System (WTMS).

Inspections will be performed in accordance with the following:

- A maximum of one routine inspection will be performed per TPID during TEA 17.
- A maximum of two re-inspections will be performed per TPID during TEA 17 if a Notice of Violation was documented during the previous inspection.
- Referral inspections will be performed as needed if a referral, complaint, or other urgent information about a possible waste tire violation is received. If an inspection is performed for any of those reasons, the information received which necessitated the inspection will be noted on the Inspection Report, and "Referral" will be marked as the Inspection Type on the Survey Form, DRRR 181.
- A maximum of one observation inspection will be performed per TPID during TEA 17, and is allowed under limited circumstances. If an Observation inspection is performed, the observation that prompted the spontaneous inspection will be noted on the Inspection Report, and "Observation" will be marked as the Inspection Type on the Survey Form, DRRR 181. It is understood that to qualify as an Observation inspection, the Inspector must already be in the field and be prompted by an observation to perform a spontaneous inspection, and that the observation must generally be something that appears to be in violation of applicable waste tire laws and regulations.

Additional inspections beyond the previously listed maximums will only be performed if pre-approved in writing by the CalRecycle Grant Manager.

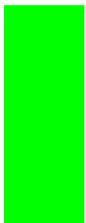
Task #2 - Enforcement

Only Task #2 eligible activities described in the TEA 17 Procedures and Requirements, or those pre-approved in writing by the CalRecycle Grant Manager for TEA 17, will be performed.

When a Payment Request is submitted, only labor costs will be claimed under Task #2. Additional costs may only be claimed if pre-approved in writing by the CalRecycle Grant Manager for TEA 17. Total costs claimed under Task #2 will be equal to or less than 75% of total costs claimed under Task #1.

Participate in multi-jurisdictional or multi-departmental task forces, working groups, etc. which are listed and described below:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.



Task #3 - Outreach

Only Task #3 eligible activities described in the TEA 17 Procedures and Requirements, or those pre-approved in writing by the CalRecycle Grant Manager for TEA 17, will be performed.

When a Payment Request is submitted, labor costs and CalRecycle pre-approved materials, supplies and other costs may be claimed under Task #3.

Provide waste and used tire permitting, storage and hauling information, advice, and assistance to the regulated community and general public.

Participate in outreach events to the regulated community and general public which are listed and described below:

Description of each outreach event	Information that will be provided	General description of who will attend

Purchase items and services listed and described below: (items and services such as nominal promotional giveaways, creating and printing brochures, etc.)

1. [Redacted]
2. [Redacted]
3. [Redacted]
4. [Redacted]
5. [Redacted]
6. [Redacted]

Task #4 - Grantee Training

Only Task #4 eligible activities described in the TEA 17 Procedures and Requirements, or those pre-approved in writing by the CalRecycle Grant Manager for TEA 17, will be performed.

When a Payment Request is submitted, labor costs and CalRecycle pre-approved other costs may be claimed under Task #4. All costs claimed must be for tire enforcement staff attending CalRecycle mandatory and pre-approved non-mandatory training.

Attend all mandatory Tire Enforcement Round Tables, Tire Enforcement Grant Management Workshops, and annual Training Symposium.

Attend non-mandatory training listed and described below:

Name of each class to be attended	Description of the class and how it relates to and benefits the enforcement of waste tire laws and regulations
[REDACTED]	[REDACTED]

Task #5 - Grant Management

Only Task #5 eligible activities described in the TEA 17 Procedures and Requirements, or those pre-approved in writing by the CalRecycle Grant Manager for TEA 17, will be performed.

When a Payment Request is submitted, only labor costs may be claimed under Task #5.

Prepare and submit mid-year Performance Report, Payment Request, and all other required documents no later than March 31, 2011.

Prepare and submit final Performance Report, Payment Request, and all other required documents no later than September 30, 2011.

Task #6 - Equipment, Materials & Supplies

Only Task #6 eligible activities described in the TEA 17 Procedures and Requirements, or those pre-approved in writing by the CalRecycle Grant Manager for TEA 17, will be performed.

When a Payment Request is submitted, only CalRecycle pre-approved equipment, materials and supplies actual costs will be claimed under Task #6. When a Payment Request is submitted, the amount requested under Task #6 for reimbursement of actual equipment, materials and supplies costs will be equal to or less than 10% of the approved actual expenditures for all tasks.

Purchase equipment, materials and supplies listed and described below: (See the Procedures and Requirements for eligible items)

Description of items to be purchased	Quantity to be purchased
[REDACTED]	[REDACTED]

Task #7 - Transportation

Only Task #7 eligible activities described in the TEA 17 Procedures and Requirements, or those pre-approved in writing by the CalRecycle Grant Manager for TEA 17, will be performed.

When a Payment Request is submitted, only CalRecycle pre-approved transportation costs will be claimed under Task #7. Total actual costs claimed under Task #7 will be equal to or less than 10% of the approved expenditures for all tasks, up to a maximum of \$25,000.

Submit mileage usage logs to show the actual mileage driven to perform eligible TEA 17 activities.

If a mileage rate will <u>not</u> be used, describe the actual items/costs that will be claimed

The vehicle listed and described below will be purchased during TEA 17:

Description of vehicle to be purchased	Percentage of time it will be used for Waste Tire Enforcement Activities

Owned, leased, or rented vehicles supported with TEA 17 funds will be used primarily to perform eligible activities described in the TEA 17 Grant Agreement.

Task #8 - Small Tire Pile Cleanup

Only Task #8 eligible activities described in the TEA 17 Procedures and Requirements, or those pre-approved in writing by the CalRecycle Grant Manager for TEA 17, will be performed.

When a Payment Request is submitted, labor costs and CalRecycle pre-approved other costs will be claimed under Task #8. All costs claimed will comply with the maximums allowed in the TEA 17 Procedures and Requirements.

In addition to cleaning up tires found on public rights-of-ways that are within our TEA area of responsibility, small tire piles will be cleaned up at the locations listed and described below:

Site address, City, Zip Code	Site Parcel Number (s)	Name of Site Owner	Estimated # of Waste Tires at Site

Budget (Exhibit D)

Waste Tire Enforcement Grant Program - 17th Cycle, FY 2009/10

Estimated hourly labor rate for waste tire enforcement staff:

Name	Classification	Hourly Rate

When a TEA 17 payment request is submitted, employee hours will be valued at the labor rate in affect at the time the work was performed.

Task 1 - Inspections

Estimated total cost of all Inspection related activities \$

Task 2 - Enforcement

Estimated total cost of all Enforcement related activities \$

Total cost for Task 2 must be less than or equal to 75% of the total cost of Task 1.

Task 3 - Outreach

Estimated total cost of all Outreach related activities \$

Task 4 - Grantee Training

Estimated total cost of all **mandatory** Grantee Training related activities \$

Estimated total cost of all **non-mandatory** Grantee Training related activities \$

Task 5 - Grant Management

Estimated total cost of all Grant Management related activities \$

Task 6 - Equipment, Materials & Supplies

Estimated total cost of all Equipment, Materials & Supplies to be purchased \$

Total cost for Task 6 must be less than or equal to 10% of the total costs of all Tasks.

Task 7 - Transportation

Estimated total cost of all Transportation related activities \$

Total cost for Task 7 must be less than or equal to 10% of the total costs of all Tasks, up to a maximum of \$25,000.

Task 8 - Small Tire Pile Cleanups

Estimated total cost of all Small Tire Pile Cleanups \$

Total cost for Task 8 may be \$25,000, or 10% of the total grant amount awarded, whichever is greater.

Requested Grant Amount \$
=====

Application Checklist

This application checklist is provided for your convenience and is not intended to be all inclusive. Prior to submitting your application, check the Q&A website at <http://www.calrecycle.ca.gov/Tires/Grants/Enforcement/FY200910/default.htm> for additional information. Applicants are responsible for completing and submitting all required documentation.

Grant Application Form (DRRR 243-TEA)	
<input type="checkbox"/>	All applicable information and documents are provided; applicable boxes are checked.
<input type="checkbox"/>	Application Certification is signed by the: <ol style="list-style-type: none"> 1) Signature Authority as authorized in Resolution 2) Authorized Designee. <p style="text-align: center;"><i>Authorized Designee may sign only if the Letter of Designation has been submitted to CalRecycle.</i></p>
Environmental Justice Certification	
<input type="checkbox"/>	Box is checked.
Resolution Requirement	
<i>See Application Guidelines & Instructions for Resolution and Letter of Designation (LOD) information and examples</i>	
<input type="checkbox"/>	Approved Resolution is included with Application; box is checked, or
<input type="checkbox"/>	If applicable, approved Resolution not submitted with Application but will be submitted to CalRecycle for receipt by April 2, 2010 ; box is checked.
<input type="checkbox"/>	If applicable, Letter of Designation (LOD) is included with Application. <i>A LOD is not required to be submitted with the Application; however, it must be submitted prior to Designee's exercise of his/her authority.</i>
For Regional Programs Only—Lead Applicant / Participating Jurisdictions Information	
<input type="checkbox"/>	Regional programs have included with the Application an approved Resolution from each participating jurisdiction, a Letter of Authorization, or a Memorandum of Understanding; box is checked.
Work Plan and Budget Requirement	
<input type="checkbox"/>	Box is checked; Work Plan and Budget are attached and have been e-mailed to TireEnforcement@calrecycle.ca.gov .
Acceptance of Grant Provisions	
<input type="checkbox"/>	Box is checked.
Application Format & Submittal	
<input type="checkbox"/>	Copies: One application with original signature (blue ink preferred)
<input type="checkbox"/>	Paper: 8½ X 11, printed double-sided, single spaced, on 100% post consumer fiber, and numbered consecutively
<input type="checkbox"/>	Stapled, not bound: upper left-hand corner
<input type="checkbox"/>	Font: Comparable to 12 pt. Times New Roman
<input type="checkbox"/>	Addressed to the appropriate mailing address of CalRecycle