



## DEPARTMENT OF RESOURCES RECYCLING AND RECOVERY

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### NOTICE

**TO:** Executive Directors  
Local Conservation Corps

**SUBJECT:** CalRecycle FY 2012/13 Annual Notice of Available Funding and Grant Application Guidelines

The Department of Resources Recycling and Recovery (CalRecycle) is pleased to announce the Fiscal Year (FY) 2012/13 funding available to the Local Conservation Corps (LCC). The total amount of funds available is \$15 million plus the \$5,072,788 cost of living adjustment (COLA).

As recommended by the California Association of Local Conservation Corps' (CALCC) letter dated January 4, 2012, CalRecycle has agreed to implement CALCC's second recommended option which provides a base allocation equivalent to 75% of the total funding available, to be distributed equally to all certified corps. The remaining 25% of available funding will be distributed competitively as follows:

1. Fifteen percent (15%) of funding will be allocated to certified corps based on total CRV containers collected as reported on each corps' filed DR-6 reports from the prior year (FY 2010/11).
2. Ten percent (10%) of funding will be allocated based on the container volume increase as compared to two years prior (FY 2009/2010).

Additionally, CalRecycle has changed the base allocation method for newly certified corps as follows: \$350,000 the first year of eligibility, \$500,000 in the second year, \$650,000 in the third year, \$800,000 in the fourth year, and an equal share of the base funding in subsequent years.

The Funding Application Package documents accompanying this notice include:

- LCC Funding Allocation Spreadsheet (History of Corps Grant Funding Award)



- [Application Guidelines](#)
  - Grant Application Cover Page (Attachment A)
  - Grant Project Summary Worksheet (Attachment B)
  - Work Plan Form (Attachment C)
  - Budget Summary (Attachment D)

The LCC Funding Allocation Spreadsheet depicts the final FY 2012/13 appropriations for each of the 13 local conservation corps. To be eligible for 2012/13 funding, each corps is required to submit: a Letter of Commitment signed by the board of directors endorsing the grant application package, Attachments A-D, and a copy of the most recent audit report. The letter must identify, by title, a person authorized to sign all grant documents including but not limited to applications, agreements, amendments, and requests for payment necessary to secure grant funds and implement the approved grant project.

Additionally, Government Code Section 11019 authorizes CalRecycle to make advance payments to corps if it is determined that a cash advance is essential for the effective implementation of the corps beverage container recycling program. To apply for a cash advance, corps must submit a signed written letter specifying the amount and the circumstances that necessitate an advance, along with a completed Grant Payment Request (CalRecycle Form 87) with Advance box checked, proof of non-profit status (Form 501c) and a supporting cash flow analysis for FY 2012/13.

CalRecycle may disburse up to 25% of the total grant amount as a cash advance contingent upon Department of Finance (DOF) approval and reconciliation of previous cash advances. A letter acknowledging the advance repayment terms will be sent to the corps for signature prior to payment of the advance. After disbursing, CalRecycle will deduct the advanced amount from subsequent invoices until the entire advance is reconciled.

Attachments A-D and all advance documents (if requesting a cash advance) must be completed and submitted electronically to [grantassistance@calrecycle.ca.gov](mailto:grantassistance@calrecycle.ca.gov) **no later than 5:00 p.m. on April 25, 2012.**

Grant Agreements will be prepared for each Corps and will not be valid until signed by authorized representatives from CalRecycle and the Grantee. If you have any questions regarding the Grant Agreement or the FY 2012/13 funding allocation, please contact your grant manager.

Eloisa Hernandez, Manager  
Beverage Container and Tire Recycling Section

Attachments