

May 2003

**CALIFORNIA ENVIRONMENTAL PROTECTION AGENCY
INTEGRATED WASTE MANAGEMENT BOARD**

**WASTE TIRE PLAYGROUND COVER
GRANT PROGRAM FY 2003/2004
APPLICATION**



Available to the Following Public Entities in California that Operate Public Playgrounds Open to the Public During Normal Recreational Hours: Cities, Counties, City and County, Park Districts, Special Districts, Public School Districts, State Owned Recreational Facilities, Colleges, Universities, and Qualifying California Indian Tribes.

Applications must be postmarked or date-marked by a commercial carrier by

Friday, June 27, 2003.

Hand-delivered, late, faxed or electronic (e-mail) applications will not be accepted.

**Maximum Points: 100
Applicants Must Score 70% (70 of 100 Points)
To Be Considered For Funding**

**Waste Tire and Playground Grants Hotline Number
(916) 341-6441**

This page has been intentionally left blank.

**WASTE TIRE PLAYGROUND COVER GRANT PROGRAM
APPLICATION COVER SHEET**

APPLICANT INFORMATION

Name: _____

Mailing Address: _____

City: _____

County: _____

Zip Code: _____

Name and Location of Playground: _____

Primary Contact/Title: _____

E-mail Address: _____

Telephone Number: _____

Fax Number: _____

Secondary Contact/Title: _____

E-mail Address: _____

Telephone Number: _____

Fax Number: _____

Legislative District Numbers - Assembly: _____

Senate: _____

Federal Tax Identification Number: _____

If a consultant completed the application, provide the following information:

Company Name: _____

Company Address: _____

Phone: _____

Applicant Type: (circle or check one)

Funding Information:

City County City and County Park District
 Special District School District College or University
 State Agency Qualifying California Indian Tribe
 Other: _____

Grant Funds Requested	\$
Matching Funds (at least 50% of the grant requested or 25% [if qualified – see p. 17])	\$
Total Sum of Grant plus Match	\$

Provide a concise project summary below: What, When, How, and Why – limit five (5) sentences

Certification: I declare, under penalty of perjury, that all information submitted for CIWMB's consideration for allocation of grant funds is true and accurate to the best of my knowledge.

Authorized Signature: _____ Date: _____

Type or print name and title: _____

(Title must be designated in the Resolution)

Environmental Justice - (Please check box and initial.) 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.

Grant Applicant: _____

Name of Playground and Location: _____

Environmental Justice

Public entities that receive grant funding from CIWMB for this grant program must comply with the following principles of Environmental Justice.

Environmental Justice is defined in Government Code Section 65040.12(c) 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."

SB 115 (Solis, Statutes of 1999, Chapter 690) broadly requires all California Environmental Protection Agency boards, departments, and offices to conduct their "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."

Open to the Public During Normal Recreational Hours

CIWMB requires all playground cover grant projects to be open to the public during normal recreational hours. However, if the application is from a school district there may be specific reasons why the playground cannot be open to the public. To ensure this grant program does not exclude school districts with compelling reasons, CIWMB may allow an exemption to this requirement. Is your playground open to the public during normal recreational hours?

Yes, the school district is not requesting an exemption of this requirement.

No, the school district is requesting an exemption of this requirement; a justification is provided in the space below: CIWMB may waive the "Open to the Public During Normal Recreational Hours" requirement if:

- o The school district has experienced an excessive property crime rate or dollar loss as indicated in the California Department of Education's (CDE) California Safe Schools Assessment 2000/2001 Results <http://www.cde.ca.gov/spbranch/safety/cssa/cssa.asp>;
- o The school district's playground is not accessible during normal recreational hours due to security concerns (e.g., access to the playground is only through the school building);
- o The school district is designated as "persistently dangerous" as defined by the federal "No Child Left Behind Act"; or,
- o The school district has another compelling reason.

Grant Applicant: _____

Name of Playground and Location: _____

GENERAL CHECKLIST OF BUSINESS PERMITS, LICENSES AND FILINGS ^(a)

PLEASE CHECK THE APPROPRIATE BOX FOR EACH PERMIT/LICENSE/FILING

Applicant has this current valid Permit/License/Filing			
Applicant will obtain and/or modify this Permit/License/Filing			
This Permit/License/Filing is not applicable for the business or the proposed project. Insert "N/A" in each applicable green box.			
N/A			
LOCAL GENERAL BUSINESS			REGULATOR OR ISSUER
		Land Use Permit/Zoning Clearance/Conditional Use Permit	City or County if unincorporated area
		Building Construction Permit	City or County
		Business License (not required for unincorporated county areas)	City
		Fictitious Business Name Filing	County
		Permit By Rule (PBR) for Permanent HHW Facilities or Temporary Collection Events	City, County or Cal/EPA-DTSC
		ABOP Notification	CUPA or Cal/EPA-DTSC
		Waste Tire Facilities Permit	Cal/EPA - CIWMB
		Waste and Used Tire Hauler Registration	Cal/EPA - CIWMB
		Hazardous Waste Haulers Permit	Cal/EPA - DTSC
		Waste Hauler Permit	City or County
STATE PERMITS AND FILINGS			
		Solid Waste Facilities Permit	Cal/EPA - CIWMB
		State EPA Identification Number	Cal/EPA - DTSC
		Industrial Activities Storm Water General Permit	Cal/EPA - WRCB
		Waste Discharge Requirements	Cal/EPA - WRCB
		Corporate, Company or Partnership Filings	Ca. Secretary of State
		Authority to Construct/Permit to Operate	Air Quality Management District
		Non-Profit Organization 501 (C) (3)	Secretary of State
		Prop. 65 Safe Drinking Water & Toxic Enforcement Act	State Health & Safety Code 25249.10
FEDERAL PERMITS AND FILINGS			
		US EPA Identification Number	US EPA
		US EPA - NPDES and/or NSR Permits	US EPA

^(a) This list is not intended to be all-inclusive. Grant applicant may attach additional information for other critical permits/licenses/filings not listed above.

<p>PUBLIC ENTITY CERTIFICATION: I declare under penalty of perjury under the laws of the State of California that the proposed grantee: 1) has or will comply with all applicable state, federal, and local laws, ordinances, regulations, license and permit requirements necessary for the proper performance of this grant; and 2) where compliance has not been met, have attached a letter describing what has been done to achieve full compliance.</p>
--

Executed at _____ City _____ State _____ on _____ Date _____

Name and Title of Authorized Applicant (print)

Authorized Signature

Note: Falsification under penalty of perjury may result in criminal and civil penalties. In addition, pursuant to the terms of the grant agreement, any misrepresentations in the above certification shall constitute a breach of contract that could result in non-payment of grant funds to the grantee; relinquishment by the grantee of funds previously paid; termination of the grant; and/or placing the grantee on the Board's Unreliable Contractors List.

Grant Applicant: _____

Name of Playground and Location: _____

The application is self-explanatory and contains instructions. The Appendices includes the following information: sample purchasing policies, a sample budget itemization form; an application checklist; definitions, and scoring criteria. A completed application should include answers to all eleven (11) criteria and the following completed forms: Work plan; Budget Itemization; Summary of Current and Previous Grant Awards; General Checklist of Business Permits, License, and Filings, and a Resolution, Joint Powers Authority (JPA) agreement, and/or Memorandum of Understanding (MOU). To assist you, a sample application that includes some of our best responses has been posted on CIWMB's website at:

www.ciwmb.ca.gov/Tires/Grants/Playground

GENERAL CRITERIA NEED

(Criterion #1 – 20 points)

The grant application must clearly describe and demonstrate the local need, the benefits, and expected end results for the project.

(10 pts.) Describe your project, why the project is needed, and how it will benefit the community. (Describe the playground project funding needs and community needs for the playground surfacing.) Address identified gap in service availability and/or the current unmet need. (Describe the length of time the refurbished or new playground may not be used if the rubberized surfacing is installed, and how obtaining the surfacing grant will meet the need of the community.)

Grant Applicant: _____

Name of Playground and Location: _____

(5 pts.) Describe and document the problem. Support the existence of the problem and project need (described in the first part of this criterion) with data from surveys, maintenance and safety reports, studies, accident reports, etc. Provide statistics about how the community will be affected if new rubberized surfacing from waste tires is installed. (Note: photos of the condition of the existing playground project illustrating the need will be accepted. Photos do not replace the description.)

(5 pts.) Describe health and safety threats or environmental concerns for users of this playground project's surfacing for either existing or new playgrounds (e.g., children playing in undesirable areas, splinters from decaying wood chips, contamination from animal feces in sand, debris on playground, hard fall surfaces, or other health and safety hazards due to surfacing design, etc.).

Grant Applicant: _____

Name of Playground and Location: _____

**GENERAL CRITERIA
GOALS AND OBJECTIVES**
(Criterion #2 - 10 pts.)

Goals and objectives must be developed using the identified need from Criterion #1 and the Work Plan from Criterion #2. Describe, in the sections below, how these were determined.

(5 pts.) Describe specific goals and objectives for the project. The goals should reflect what you wish to accomplish by providing surfacing for this playground project. The related objectives should be specific, measurable, relevant to the project, and time-limited. Please see the definitions for goals and objectives in Appendix D.

Sample format:

Goal 1 -
Objective 1 -
Objective 2 -
Objective 3 -

Goal 2 –
Objective 1 –
Objective 2 –
Objective 3 –

Goal 3 -
Objective 1 –
Objective 2 –
Objective 3 –

(3 pts.) How was identified need as described in Criterion #1 determined for this project? For example: community workshops, planning sessions, user input, surveys, etc.

(2 pts.) List any cooperating individuals and/or organizations and describe their involvement. For example, the Rotary Club, neighborhood volunteers, parents, a private business providing materials, or volunteer services, etc. (For purposes of this criterion, the applicant agency is not considered a cooperating individual or organization.)

Grant Applicant: _____

Name of Playground and Location: _____

**GENERAL CRITERIA
WORK PLAN
(Criterion #3 - 5 pts.)**

On the Work Plan form Identify the tasks you'll take to implement your Work Plan.

(2 pts) Work Plan Narrative

Identify staffing from your agency required to complete the proposed project. For example, public entity staff titles, architect, engineer, park planner, etc. If your agency plans to use a contract to complete this project, provide this information in your narrative of the work plan.

Describe a specific funding plan for future maintenance and operational costs.

Grant Applicant: _____

Name of Playground and Location: _____

**WASTE TIRE PLAYGROUND COVER GRANT PROGRAM
(Work Plan – continued (3 pts))**

(3 pts) The Work Plan must list, in detail, **all** tasks, including grant funded and matching activities that are necessary to complete the proposed project. Please number each task. **NOTE: Work Plan task numbers must match with the task numbers shown on the Budget line items.**

Task #	Task Description	Budget		Product or Results	Staff/Contractor	Time Period (use dates)
		Grant	Match			
	Pre-Installation Phase					
	Installation Phase					
	Post-Installation Phase (Hint: In one of the above phases, you must include public education and signage information.)					

If additional space is needed, the Work Plan form may be reproduced as necessary

Grant Applicant: _____

Name of Playground and Location: _____

**GENERAL CRITERIA
EVALUATION**
(Criterion #4 – 5 points)

Describe your methods to evaluate the project and determine whether the goals, objectives, and tasks will be accomplished successfully.

(2 pts.) How will you determine if the goals, objectives, and tasks for this project have been met (post-construction inspection, use by the community, user surveys, etc.)?

(2 pts.) How will you measure the project's impact on the community and the playground users?

(1 pt.) Describe any evaluation reports that will illustrate the success of the project.

List staff responsible for the project evaluation and evaluation reports:

Name: _____ Phone Number: _____

Name: _____ Phone Number: _____

Grant Applicant: _____

Name of Playground and Location: _____

**GENERAL CRITERIA
BUDGET ITEMIZATION FORM
(Criterion #5 – 10 points)**

Provide a detailed itemization of funds requested and demonstrate that the project is cost-effective. Attach quotations, estimates, or other documentation to support costs. See page 6 and 7 of the Application Information and Instructions for a list of ineligible expenses and other details. For the products, materials, goods, and supplies used in the performance of this Agreement, the Grantee shall certify under penalty of perjury the minimum, if not exact, percentage of recycled content, both secondary waste and post-consumer waste, as defined in Public Contract Code (PCC) §§ 12161, 12162, 12181, 12182, and 12200, as applicable. This certification shall be provided to the CIWMB Grant Manager on a Recycled Content Certification Form if grant is awarded.

Pre-Installation Phase *(See Appendix B – Budget Sample)*

Task #	Item	Description (detailed)	Grant \$	Match \$	Total \$
	personnel	\$ /hr. X Hours; Activity			
	bid advertising	\$ /hr. X Hours; Activity			
	materials & supplies				
	consultants/contractors	\$ /hr. X Hours; Activity			
	other				
Task 1 Total					

Installation Phase

Task #	Item	Description (detailed)	Grant \$	Match \$	Total \$
	personnel	\$ /hr. X Hours; Activity			
	materials & supplies				
	consultants/contractors	\$ /hr. X Hours; Activity			
	other				
Task 2 Total:					
Task #	Item	Description (detailed)	Grant \$	Match \$	Total \$
	personnel	\$ /hr. X Hours; Activity			
	equipment				
	signage				
	consultant/contractor	\$ /hr. X Hours; Activity			
	other				
Task 3 Total:					

Budget Form continued on next page.

Grant Applicant: _____

Name of Playground and Location: _____

Post-Installation Phase

Task #	Item	Description (detailed)	Grant \$	Match \$	Total \$
	personnel	\$ /hr. X Hours; Activity			
	materials & supplies				
	advertising				
	other				
Task 4 Total:					
Total Grant Funds			\$		
Total Matching Funds (at least fifty percent (50%) of grant funds or twenty-five percent (25%) if qualified for hardship designation)				\$	
Total Project Funds					\$

Tips:

- *Since the cost per tire in Criterion #10 will go up with the total cost of the project, applicants are encouraged to include only the minimum match requirement in the budget (e.g., \$25,000 in grant monies would require a minimum of \$12,500 in match monies – unless applicant qualifies for economic hardship, then the minimum match required is \$6,250).*

- *The tasks and corresponding dollar figures in the Budget Itemization Form and the Work Statement Form must match.*
- *Attach quotes and/or estimates to verify reasonable costs.*
- *Round all amounts to the nearest whole dollar.*
- *Check your calculations!!!*
- *This form may be reproduced and enlarged as necessary.*

Grant Applicant: _____

Name of Playground and Location: _____

GENERAL CRITERIA
APPLICATION COMPLETENESS, LETTERS OF SUPPORT, EXPERIENCE, ETC.
(Criterion #6 – 10 points)

Completeness (5 Pts.)

Applicant must submit:

- A completed and signed original and three (3) copies of the application. Mark “original” and “copy” on the applications as appropriate.
- An original and three (3) copies must be double-sided and printed on recycled-content paper, and fastened in the **upper left-hand corner (do not bind)**.
- Application must include an approved resolution or a resolution timeline (see sample resolution), or a Joint Powers Authority agreement or a Memorandum of Understanding (if applicable).**
- The person whose title is designated in the resolution or authorizing document must sign the application and check the boxes and initial the Environmental Justice Section.**
- Applicant MUST include certification that they have obtained, or will obtain, ALL required permits, licenses, and filings (Complete and sign the General Checklist of Business Permits, Licenses, and Filings).**

Letters of Support (3 Pts.)

- Application packet includes at least three (3) letters of support for the project. For the purposes of this requirement, do not include letters of support from the applicant’s agency or their staff. All letters of support must be submitted with your application packet. Do not send letters to CIWMB separately.**

Experience (2 Pts.)

Address the ability of the applicant to coordinate grant activities. Describe the project manager’s experience coordinating similar grants in the space below.

Attach:

- Resumes,
- Endorsements, and
- References

Previous CIWMB Grant Awards

CHECK ONE BOX

- Using the table on the following page, list CIWMB grants received in the past three fiscal years (2000/2001, 2001/2002, and 2002/2003).

OR

- This agency has received no other grants from CIWMB in the last three fiscal years (2000/2001, 2001/2002, and 2002/2003).

Grant Applicant: _____

Name of Playground and Location: _____

SUMMARY OF CURRENT AND PREVIOUS CIWMB GRANT AWARDS

For Fiscal Years 2000/2001, 2001/2002, or 2002/2003 only

Type of Grant	Agreement Number	Grant Award \$	Brief Program Description (1-2 Sentences)	Audit (date/agency)

Grant Applicant: _____

Name of Playground and Location: _____

GENERAL CRITERIA
RECYCLED-CONTENT PURCHASING POLICY OR DIRECTIVE
(Criterion #7 - 15 points)

Definition of recycled-content purchasing policy or directive: Either 1) a policy which specifies purchasing recycled-content products instead of non-recycled products whenever price, quality, and availability are comparable or 2) a directive or memo instructing recycled-content purchasing practices. Examples include: a re-refined oil purchasing policy or a more general "recycled-content" procurement policy. See Appendix A – Sample Procurement Policies.

(4 pts.)

Does your organization have a recycled-content purchasing policy or directive? Yes No

Date policy or directive was adopted: _____ (The policy or directive may be adopted during the application process.)

(3 pts.)

Briefly describe your recycled-content purchasing policy or directive (do not attach your policy/directive):

(5 pts.)

Check the boxes that correspond with the types of recycled or re-used products you have purchased or used.

- | | | |
|--|---|---|
| <input type="checkbox"/> Office paper supplies | <input type="checkbox"/> Furnishings: benches, tables, chairs | <input type="checkbox"/> Shipping boxes |
| <input type="checkbox"/> Toner cartridges | <input type="checkbox"/> Leisure/play equipment | <input type="checkbox"/> Finishes: paint, wall coverings |
| <input type="checkbox"/> Construction/building materials | <input type="checkbox"/> Floor coverings | <input type="checkbox"/> Re-used concrete, asphalt, brick |
| <input type="checkbox"/> Re-treaded tires | <input type="checkbox"/> Compost/mulch | <input type="checkbox"/> Rubberized Asphalt Concrete |
| <input type="checkbox"/> Janitorial paper products | <input type="checkbox"/> Containers/storage systems | <input type="checkbox"/> Others, please list |
| <input type="checkbox"/> Re-refined oil | <input type="checkbox"/> Rubberized Playground Cover | |

Equipment/vehicles using re-refined oil: (mowers, trucks, vans etc.)

(2 pts.)

Evaluate your Recycled-Content Purchasing Policy or Directive

1. What areas need improvement?

(1 pt.)

2. What aspects have been successfully implemented?

If the applicant receives a grant award, as part of the final report they will be required to provide information on the amount of recycled-content products purchased such as paper, re-refined oil, paint, compost, etc. that are used in the performance of the contract (required as part of Public Contract Code Sections 10308.5 and 10354).

Grant Applicant: _____

Name of Playground and Location: _____

**PROGRAM CRITERIA
RECYCLING AND SUSTAINABLE PRACTICES PROGRAMS
(Criterion #8 - 5 Points)**

Provide evidence that a recycling and a sustainable practices program has been developed and implemented by the public entity to recover materials from the waste stream. Provide evidence that the program mitigates or avoids adverse environmental effects.

(3 pts.)

Explain how the applicant handles easily recycled internal waste such as paper, bottles, and cans. Describe how the applicant integrates waste management and recycling practices into its special events and/or recreational programs at the project location. How does the applicant's recycling program lessen or avoid unfavorable environmental effects.

(2 pts.)

Evidence of performing sustainable practices (Sustainable practices are procedures that result in resource conservation and/or efficiency). Check the boxes that correspond to the sustainable practices your agency participates in.

<input type="checkbox"/> Grass Cycling	<input type="checkbox"/> Composting / Mulching	<input type="checkbox"/> Sustainable Construction
<input type="checkbox"/> Integrated Pest Management Operations/Maintenance	<input type="checkbox"/> Water-Efficient Landscaping	<input type="checkbox"/> Green
<input type="checkbox"/> Energy Efficiency	<input type="checkbox"/> Demolition / Debris Recycling	<input type="checkbox"/> Renewable Energy
<input type="checkbox"/> Other, describe		

**PROGRAM CRITERIA
PRIOR WASTE TIRE PLAYGROUND COVER OR TRACK SURFACING GRANT
(Criterion # 9 - 5 points)**

**CHECK ONE BOX
(0 pts.)**

- This public entity has been awarded a Playground Cover and/or Track and Other Recreational Surfacing grant funded from the California Tire Recycling Management Fund offered by CIWMB during either of the last two grant cycles (fiscal years 2001/2002 and/or 2002/2003).

OR

(5 pts.)

- This public entity has received no Playground Cover and/or Track and Other Recreational Surfacing funding from the California Tire Recycling Management Fund offered by CIWMB during either of the last two grant cycles (fiscal years 2001/2002 and/or 2002/2003).

Grant Applicant: _____

Name of Playground and Location: _____

PROGRAM CRITERIA
ESTIMATED COST PER CALIFORNIA WASTE TIRE DIVERTED FROM THE WASTE STREAM
(Criterion #10 - 10 points)

The applicant will receive points based on the number of waste tires diverted from the waste stream as it relates to the cost per tire. The cost per tire is calculated by dividing the total sum of the grant plus match (as listed on the application cover sheet) by the total number of tires used in the project. (See Instructions pages 6 and 7 for a description of eligible and ineligible costs.) Tip: If the manufacturer is only able to indicate the number of pounds of rubber used in the project, CIWMB estimates that twelve (12) pounds of rubber can be recovered from each waste tire.

NOTE: If the applicant does not provide an accurate calculation, zero (0) points will be awarded for this criterion.

$$\frac{\text{Total eligible cost}}{\text{(divided by) number of tires}} = \text{total cost per tire}$$

Example of cost per tire calculation using the sample budget provided in the Appendices.

$\frac{\$37,500.00}{\text{Total eligible cost}}$	$/$	$\frac{5,221}{\text{number of tires}}$	$=$	$\frac{\$7.18}{\text{total cost per tire}}$
--	-----	--	-----	---

PROGRAM CRITERIA
ECONOMIC NEED
(Criterion #11 - 5 points)

The points below are allocated based on the applicant's ability to demonstrate economic need in the area in which the project is physically located, based on median household income data from the U. S. Census. Please check only one box and provide the project Zip Code Tabulation Area (ZCTA) and the ZCTA median household income in the space provided below. To find the median household income of the project, refer to the step-by-step process on page 9 of the "Application Information and Instructions." Applications that qualify for five (5) points also qualify for "Extreme Financial Hardship" and need only provide a match of twenty-five percent (25%) of the total grant amount requested (see page 10 of the Application Information and Instructions). California's Median Household Income is \$47,493. Sixty-four percent (64%) of the State Median Household Income is \$30,396. However, for the purposes of this criterion, we will use at or below \$30,399 to receive five (5) points. Other calculation adjustments have been made to assist the applicant.

- 0 Points** - The playground project is located within a ZCTA for which the median household income is at or over 75.00% (at or over \$35,624).
- 2 Points** - The playground project is located within a ZCTA for which the median household income is between and including 70.00% - 75.00% (between and including \$33,245 - \$35,623).
- 3 Points** - The playground project is located within a ZCTA for which the median household income is between and including 64.01% - 69.99% (between and including \$30,400 - \$33,244).
- 5 Points** - The playground project is located within a ZCTA for which the median household income is at or below 64.00% (below \$30,399).

Project ZCTA number: _____ ZCTA Median Household Income: \$ _____

Grant Applicant: _____

Name of Playground and Location: _____

Please submit an approved resolution with your application or the following acknowledgement.

- Approved resolution enclosed in the application.
- Our governing body will consider this resolution on: _____.

 We acknowledge that the approved resolution must be received by CIWMB by October 30, 2003.
(initial)

SAMPLE RESOLUTION

WHEREAS, the people of the State of California have enacted Assembly Bill 1843 (W. Brown, chapter 974, Statutes of 1989) that provides grants to public entities involved in activities that result in reduced landfill disposal of used whole tires and reduced illegal disposal or stockpiling of used whole tires; and

WHEREAS, the California Integrated Waste Management Board has been delegated the responsibility for the administration of the program for the State, setting up necessary procedures governing program applications; and

WHEREAS, said procedures established by the California Integrated Waste Management Board require the applicant to certify by resolution approval of the application before submission of said application to the State; and

WHEREAS, if awarded a grant, the applicant will enter into a Grant Agreement with the State of California for development of the project;

*NOW, THEREFORE, BE IT RESOLVED that the _____ (*Title of Governing Body*)

authorizes the submittal of an application to the California Integrated Waste Management Board for the 2003/2004 Playground Cover Grant Program. The _____ (*Title of Official, or his/her authorized designee*) of the _____ (*Name of Entity/Agency/Government*) is hereby authorized and empowered to execute in the name of the _____ (*Name of Entity/Agency/Government*) all necessary documents, including but not limited to, applications, agreements, amendments and payment requests necessary to secure grant funds and to implement and carry out the purposes specified in the grant application.

The foregoing resolution was passed by the _____ (*Title of Governing Body*) this _____ day of _____, _____. Effective: _____, _____.

ATTEST:

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

* The wording in this Sample Resolution is appropriate for a jurisdiction applying individually. See below for alternative wording for regional program resolutions.

Lead Applicant for a Joint Powers Authority agreement: NOW, THEREFORE, BE IT RESOLVED that the _____ (*Name of Entity/Agency/Government*) authorizes the submittal of a regional application on behalf of _____, _____, _____, _____, and _____ to the California Integrated Waste Management Board for the 2003/2004 Playground Cover Grant Program. The _____ (*Title of Official, or his/her designee*) is hereby authorized and empowered to execute in the name of _____ (*Name of Entity/Agency/Government*) all necessary documents, including but not limited to, applications, agreements, amendments and payment requests necessary to secure grant funds and to implement and carry out the purposes specified in the grant application.

Cooperative Project Participants: NOW, THEREFORE, BE IT RESOLVED that the _____ (*Name of Entity/Agency/Government*) authorizes the _____ (*Name of Lead Entity/Agency/Government*) to submit to the California Integrated Waste Management Board a regional application for the 2003/2004 Playground Cover Grant Program on its behalf. The designee of _____ (*Name of Lead Entity/Agency/Government*) is hereby authorized and empowered to execute all necessary documents, including but not limited to, applications, agreements, amendments and payment requests necessary to secure grant funds and to implement and carry out the purposes specified in the grant application.

Grant Applicant: _____

Name of Playground and Location: _____

APPLICATION SUBMITTAL

Applicants must submit an original and three copies of the complete application, with the original marked "Original," and the copies marked "Copy," to the address below. The application must exhibit a commercial carrier tracking number or be postmarked no later than **Friday, June 27, 2003**. An application postmarked after this date will be returned to the applicant and will not be considered for grant funding. Hand-delivered, faxed, or E-mailed applications will **not** be accepted at any time. CIWMB strongly recommends that applicant's use priority or overnight mail to delivery their application package. An application must be in a font no less than 10 points, printed on recycled-content paper, double-sided, and fastened in the upper left-hand corner (do not bind the application).

Other than the resolution, missing or corrected information received after the deadline will be returned to the applicant and will not be considered during the scoring process. It is the applicant's responsibility to ensure that the application is complete and submitted on time to CIWMB.

The following is the U. S. postal mailing address:

**California Integrated Waste Management Board
Waste Tire Playground Cover Grant
Financial Assistance Branch, Grants Administration Unit
ATTN: Phil Poon
P.O. Box 4025, MS 10
Sacramento, CA 95812-4025**

The following physical address is necessary for applications sent by commercial carrier:

**California Integrated Waste Management Board
Waste Tire Playground Cover Grant
Financial Assistance Branch, Grants Administration Unit
ATTN: Phil Poon
1001 "I" Street, 19th Floor, MS10
Sacramento, CA 95814**

