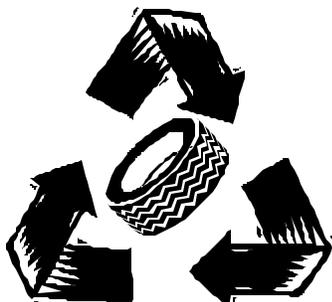


August 2002
CALIFORNIA ENVIRONMENTAL PROTECTION AGENCY
INTEGRATED WASTE MANAGEMENT BOARD

Tire Product Commercialization and Applied Technologies Grant Program
FY 2002/2003
APPLICATION

Available to research institutions, businesses, and other enterprises, with projects located in California.



Maximum Points: 100

Applicants must score 70% (70 of 100 points) to be considered for funding.

Applications must exhibit a postmark or a commercial carrier tracking number (e.g., such as UPS or FedEx, etc.) dated

no later than Friday, October 4, 2002.

Hand-delivered, faxed, or e-mailed applications received after October 4, 2002 will not be accepted.

Waste Tire Grants Hotline Number
(916) 341-6441

NOTE: Since additional sheets may be used by applicants to answer some sections of this application, please renumber the pages of your completed application in sequence in the lower right corner of each page.

This page intentionally left blank

**TIRE PRODUCT COMMERCIALIZATION AND APPLIED TECHNOLOGIES GRANT PROGRAM
APPLICATION COVER SHEET**

APPLICANT INFORMATION		
Name:		
Mailing Address:		
City:	County:	Zip Code:
Primary Contact/Title:	E-mail Address:	
Telephone Number:	Fax Number:	
Project Location:	Address:	
Telephone Number:	Fax Number:	
Legislative District Numbers: Assembly:		Senate:
Federal Tax Identification Number or SSN:		
If a consultant completed the application, then provide the following information:		
Consultant Name/Company:	Address:	Phone:
Applicant Type:(circle one)		Funding Information:
<input type="checkbox"/> Enterprise <input type="checkbox"/> Business <input type="checkbox"/> Research Institution <input type="checkbox"/> Other: _____	Grant Funds Requested (\$250,000 or less)	\$
	Matching Funds (Must be at least 50% of amount of grant funds requested)	\$
	Total Project Cost	\$

Project Summary (Provide a concise project summary: Who; What; When; How; and Why (Limit 5 sentences)).

Certification: I declare, under penalty of perjury, under the laws of the State of California, 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 : _____ Title _____ (Title must be designated in the Resolution)	
<input type="checkbox"/> _____ Environmental Justice - Applicant certifies that, if awarded a grant, it shall, in the performance of the grant agreement, conduct its programs, policies, and any 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. See reference on next page. (Please check box and initial.)	
<input type="checkbox"/> _____ Public Resources Code (PRC) 42785(f) ..."No proposal shall be considered for a loan or grant unless the property or facility is available for at least five years." (Please check box and initial that the property or facility will be available for at least five (5) years)	

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(e) 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." Senate Bill 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."

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>PRIVATE ENTITY CERTIFICATION: I declare under penalty of perjury under the laws of the State of California that the proposed grantee: 1) is in good standing and qualified to do business in the State; and 2) 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 3) where compliance has not been met, I have attached a letter describing what has been done to achieve full compliance.</p>
--

<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 _____ on _____

 City and State Date Grant Applicant Name and Title (print) Signature of Grant Applicant

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.

Forms and questions included in this application are self-explanatory and contain instructions. Appendices provide sample recycled content purchasing policies, a sample budget, an application checklist, terms and word definitions, and scoring criteria. A complete application should include answers to all ten (10) criteria as well as completion of all required forms. See application checklist.

GENERAL CRITERIA

NEED

(Criterion #1 - 20 points)

The grant application must clearly and convincingly describe and demonstrate why the project should be funded (e.g., benefits, end products, etc.). Use separate sheets of paper if needed.

The application must clearly describe and demonstrate the need for the project or research, the benefits expected by conducting the project or research, and the expected end results for the project or research.

- (8 pts.) Briefly describe your project, or the hypothesis of your applied technology, why the project or research is needed, why it should be funded, and how it will benefit California's waste tire recycling and reduction efforts (You will elaborate on specific Goals and Objectives in Criterion #2)

- (4 pts.) Have you identified any unmet need (e.g., a lack of markets, lack of raw materials, lack of ongoing tire collection and recycling programs in the state, etc.) or if funds are not made available, what will the resulting consequences be?

- (4 pts.) Support the need for your project or applied technology with data from market surveys, other surveys, reports, studies, observations, a summary industry/public need, etc.

- (4 pts.) Describe the project or applied technology benefit to public health and safety or the environment, (e.g. prevention of fires, vectors, etc.)

WORK PLAN
(Criterion #2 - 5 pts.)

On the Work Plan form list all procedures or tasks that will be used to conduct your project. How will you complete this project to achieve your objectives?

(2 pts) **Work Plan Narrative**

- Identify staffing required to complete the proposed project (corporate or organization staff, research department staff, contractors, etc.).
- Describe your commercial or research plans after the grant term ends. Describe a specific funding plan for future maintenance and operational costs.

WORK PLAN FORM
(Work Plan – continued)

(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
		Grant	Match			

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

GOALS AND OBJECTIVES

(Criterion #3 - 5 pts.)

Goals and objectives must be developed using the identified need from Criteria #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. 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 –

EVALUATION
(Criterion #4 - 5 pts.)

How will you evaluate the project to determine if the goals, objectives, and tasks were accomplished successfully?

(3 pts.) Review your goals, objectives, and Work Plan as stated in Criterion #2 to assist you with answering this part of the Evaluation Section. How will you determine if the goals, objectives, and tasks for this project have been met? (Explain any statistical tests or other methods or techniques used to evaluate the success in meeting goals, objectives, and tasks.)

(2 pts.) Describe any evaluation reports that will illustrate the success of the project (Include evidence of market potential to absorb, or commitment(s) to purchase, the product(s) produced from rubber generated from California waste tires and provide an estimate of the annual capacity for the project to use California waste tires (in Passenger Tire Equivalents – PTE’s.)

List staff responsible for the project evaluation and evaluation reports.

Name: _____ Phone Number: _____

Name: _____ Phone Number: _____

BUDGET ITEMIZATION FORM
(Criterion #5 - 5 pts.)

Provide a detailed itemization of funds requested and demonstrate that the project is cost-effective. Attach quotations, estimates, or other documentation to support costs. Please round to the nearest dollar. See page 9 of the Application Information and Instructions for more details. For the products, materials, goods, and supplies used in the performance of this Grant, the Applicant 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. If this grant is awarded, this certification shall be provided to the Grant Manager on a Manufacturer Certification/Recycled-Content Certification form with the Final Report at the end of the grant term.

Budget Itemization

Task #	Category	Expenditure Details	Grant	Match	Total Funds
	personnel	\$ /hr. X Hours; Activity	\$	\$	\$
	personnel	\$ /hr. X Hours; Activity	\$	\$	\$
	materials/supplies		\$	\$	\$
	equipment		\$	\$	\$
	services/contracts		\$	\$	\$
	other costs		\$	\$	\$
	TOTAL		\$	\$	\$
	personnel	\$ /hr. X Hours; Activity	\$	\$	\$
	personnel	\$ /hr. X Hours; Activity	\$	\$	\$
	materials/supplies		\$	\$	\$
	equipment		\$	\$	\$
	services/contracts		\$	\$	\$
	other costs		\$	\$	\$
	TOTAL		\$	\$	\$
	personnel	\$ /hr. X Hours; Activity	\$	\$	\$
	personnel	\$ /hr. X Hours; Activity	\$	\$	\$
	materials/supplies		\$	\$	\$
	equipment		\$	\$	\$
	services/contracts		\$	\$	\$
	other costs		\$	\$	\$
	TOTAL		\$	\$	\$
TOTAL GRANT FUNDS (Not more than \$250,000)			\$		
TOTAL MATCH FUNDS (must equal at least 50% of grant funds)				\$	
TOTAL PROJECT FUNDS					\$

**** Check calculations carefully to insure that the addition is correct and to insure that all numbers are rounded to the nearest whole dollar. All amounts should match the Work Plan and Cover Page.**

COMPLETENESS, LETTERS OF SUPPORT, EXPERIENCE, ETC.
(Criterion #6 - 5 pts.)

Completeness (2 pts.)

Applicant must submit:

- An original application and four (4) copies (the original must be marked or stamped "original" and the copies must be marked or stamped "copy");
- The person whose title is designated in the resolution or authorizing document must sign application.
- The original and four (4) copies must be printed on both sides of recycled-content paper and fastened in the upper left-hand corner (do not bind).
- For public research institutions, an approved resolution, a resolution timeline (see sample resolution), as well as (if applicable) a Joint Powers Authority or a Memorandum of Understanding. For commercial entities, an authorizing document signed by the Chief Executive Officer.
- Applicant MUST include certification they have obtained, or will obtain, ALL required permits (Complete and sign the *General Checklist of Business Permits, Licenses and Filings*). **Permit and licensing assistance may be obtained through the California Technology, Trade and Commerce Agency (<http://www.commerce.ca.gov/permits>)**

Letters of Support (1 pt.)

- Application packet includes at least three (3) letters of support (e.g., of commitment to use or intent to purchase product) for the project addressed to the "CIWMB Waste Tire Product Commercialization and Applied Technologies Grant Manager."

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 with similar grants or grant projects in the space below. Please note that CIWMB may contact any references or endorsements provided.

Attach:

- Resumes;
- Endorsements; and
- References.

RECYCLED-CONTENT PURCHASING POLICY OR DIRECTIVE

(Criterion #7 - 10 points)

Provide evidence that a recycle-content purchasing policy is in place or evidence to show that the policy will be adopted during the application period requiring the grantee to purchase recycled-content products, recycled or reusable products, or engage in other waste reduction activities where appropriate and feasible.

Definition of recycled-content purchasing policy or directive: Either 1) an entity/company policy that 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” purchasing policy. See Appendix A (Samples of Recycled-Content Purchasing Policies).

(3 pts.)

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

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

(2 pts.)

Briefly describe your recycled-content purchasing policy or directive: _____

(3 pts.)

Check the boxes that correspond with the types of recycled or re-used products the jurisdiction has previously 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-tread tires | <input type="checkbox"/> Compost/mulch | <input type="checkbox"/> Re-refined oil |
| <input type="checkbox"/> Janitorial paper products | <input type="checkbox"/> Containers/storage systems | <input type="checkbox"/> Others, please list |
| <input type="checkbox"/> Rubberized asphalt concrete (RAC) | | |

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

Evaluate your recycled-content purchasing policy or directive

1. (1 pts.) What areas need improvement?

2. (1 pts.) What aspects have been successfully implemented?

If the applicant receives a grant award, applicant will be required to submit a Manufacturer Certification/Recycled-Content Certification Form with the Final Report to provide information on the amount of recycled-content products purchased with grant funds, such as paper, re-refined oil, paint, compost, equipment, raw materials, etc. that are used in the performance of the contract (required by Public Contracts Code Sections 10308.5 and 10354).

PROGRAM CRITERIA

PRODUCTION

(Criterion # 8 – up to 20 points)

Production of molded rubber products or other products from California waste tires.

Check appropriate box

- Production of Molded rubber products from California waste tires (Up to 20 pts.)
- Production or use of crumb rubber, devulcanized rubber, or production of tire shreds from California waste tires (Up to 15 pts.)
- Production of other California Waste Tire products/projects (Up to 5 pts.)

Definitions for the products are:

- Molded rubber product: crumb rubber-derived product that is formed using a mold and pressure or by extrusion.
- Crumb rubber: waste tire particles 1/4 inch or less in size.
- Devulcanized rubber: rubber that has undergone devulcanization (devulcanization is the process of breaking the sulfur cross-links in vulcanized rubber (e.g., tires) using chemicals, steam, mechanical action, or sonic or electromagnetic energy).

CAPACITY

(Criterion # 9 – up to 20 points)

Provide evidence of market potential to absorb, use or commitment(s) to purchase, rubber from waste tires generated in California. Provide the estimate in Passenger Tire Equivalents PTE: Check one of the following boxes.

- 10 pts. for 200,000 to 249,999 PTE per year
- 12 pts. for 250,000 to 499,999 PTE per year
- 14 pts. for 500,000 to 749,999 PTE per year
- 16 pts. for 750,000 to 1 million PTE per year
- 20 pts. for more than 1 million PTE per year

OR

Provide evidence of the likelihood of success bringing the applied technology into a commercial phase with a minimum increase of 200,000 PTE per year utilizing California waste tires.

- Evidence of bringing the applied technology into a commercial phase. (Up to 20 pts.) (Provide an abstract that describes the applied technology or research evidence and provide examples, copies of reports, studies, etc.)

Note: Documentation supporting claim of number of tires recycled will be required in Final Report.

PREVIOUS BOARD GRANTS

(Criterion #10 - 5 pts.)

Applicant (includes any officers, principals, or members of the applying business or organization) has not been awarded any Board Grant within the last three Fiscal Years 1999/2000, 2000/2001, or 2001/2002.

- 5 pts. if applicant **has not** been awarded any CIWMB grants within the last three (3) Fiscal Years (1999/2000 through 2001/2002).

- 0 pts. if applicant **has** been awarded previous CIWMB grants within the last three (3) Fiscal Years (1999/2000/ through 2001/2002).

Grant Applicant _____

**SUMMARY OF CURRENT AND PREVIOUS CIWMB GRANT AWARDS
(FY's 1999/2000, 2000/2001, and 2001/2002 only)**

Type of Grant Agreement #/Name of entity Awarded grant	Source of Grant	Grant Award \$	Brief Program Description (1-2 Sentences)	Audit Results? (date/agency)

No previous CIWMB grants have been awarded _____ (check box and initial)

Grant Applicant _____

Submit an approved resolution (for public entities, see sample) or management authorization (for private entities, see sample) with your application or indicate a date when your governing body or controlling management will approve the resolution/authorization and your acknowledgment that the approved resolution/authorization must be submitted to CIWMB.

- Approved resolution/authorization enclosed in the application.
- Our governing body/controlling management will meet on (date)_____.
- _____(initial) We acknowledge that the approved resolution/authorization must be received by CIWMB staff no later than DATE

SAMPLE RESOLUTION (public entity)

WHEREAS, Senate Bill 876 (Escutia, Statutes of 2000, Chapter 838) authorizes the California Integrated Waste Management Board to establish a grant program to provide opportunities to divert waste tires from landfill disposal, prevent illegal tire dumping, and to promote markets for recycled-content waste tire products; and

WHEREAS, the California Integrated Waste Management Board has been delegated the responsibility for the administration of the program within the State, setting up necessary procedures governing application by research institutions, businesses, and other enterprises; 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 an 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 a FY 2002/2003 Tire Product Commercialization and Applied Technologies Grant.

The _____ (*Title of Official*) of the _____ (*Name of Organization*) is hereby authorized and empowered to execute in the name of the _____ (*Name of Organization*) all necessary applications, contracts, agreements, amendments, and payment requests hereto for the purposes of securing 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*) day of _____, Effective _____.

ATTEST:

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

* The wording in this paragraph is appropriate for a research institution applying individually. See below for alternative wording for regional program resolutions.

Lead Applicant for a Joint Agreement: NOW, THEREFORE, BE IT RESOLVED that the _____ XXX XXXX authorizes the submittal of a regional application on behalf of XXXXX of _____, _____, _____, _____ and _____ to the California Integrated Waste Management Board for a Tire Product Commercialization and Applied Technologies Grant. The XXXXXXXXXXXX of _____, or designee, is hereby authorized and empowered to execute in the name of the above named XXXXX all necessary applications, contracts, payment requests, agreements, and amendments hereto for the purposes of securing 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 XXXX of _____ authorizes the XXXX of _____ to submit to the California Integrated Waste Management Board a regional application for the Tire Product Commercialization and Applied Technologies Grant on its behalf. The XXX of _____ is hereby authorized and empowered to execute all necessary applications, contracts, payment requests, agreements, and amendments hereto for the purposes of securing grant funds and to implement and carry out the purposes specified in the grant application.

S A M P L E

Sample Authorizing Document (Private entity -- provided as an example, only. Do not submit this sample.)

[Letterhead – applicant’s address should also be shown in letter]

Date

California Integrated Waste Mgmt. Board
Tire Product Commercialization
And Applied Technologies Grant Program, MS#22
P.O. Box 4025
Sacramento, CA 95812-4025

To Whom It May Concern:

Enclosed is an application for \$ _____ (dollar amount being applied for) for the Fiscal Year (FY) 2002/2003 Tire Product Commercialization And Applied Technologies Grant Program. The (name of company) is a (type of entity) based in (City, State) that (describe main products or services provided).

By submitting this application for the FY 2002/2003 Tire Product Commercialization Grant Program, I am making a commitment to complete the proposed project as described in the enclosed application. I certify that this document and all attachments were prepared under my direction, and hereby certify under the penalty of perjury that the information submitted is true and accurate to the best of my knowledge and belief.

I have authority to execute a binding agreement on behalf of (name of company). In addition to myself, I authorize the following individual(s) to sign payment requests and other official correspondence relating to this project:

Name & Title
Name of Company
Mailing Address
City, State, Zip Code
Telephone Number

Sincerely,

John Doe
Title
Name of Company

APPLICATION SUBMITTAL

Applicants must submit an **original and four (4) copies** of the complete application, with the original marked "Original," and the copies marked "Copy," to the address below.

Applications must exhibit a commercial carrier tracking number or be postmarked no later than **October 4, 2002**. Applications postmarked or dated after this date will be returned to the applicant and will not be considered for grant funding.

Hand-delivered, e-mailed, or faxed applications will not be accepted at any time. Applications 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. The application should not be bound.

Other than the Resolution/Authorization Letter, additional information received after the deadline will not be considered. It is the applicant's responsibility to ensure that a complete application is postmarked or date marked on or before the date noted above. Please submit the application to:

ADDRESS APPLICATIONS TO: (Note: standard first class Registered/Certified Mail may sometimes take up to 3 weeks for delivery)

**California Integrated Waste Management Board
Tire Product Commercialization and Applied Technologies Grant Program
ATTN: Philip Poon
Grants Administration Unit, MS 10
1001 "I" Street
P.O. Box 4025
Sacramento, CA 95812-4025**