



September 2007

California Environmental Protection Agency

California Integrated Waste Management Board (CIWMB)

Tire-Derived Product (TDP) Grant Program APPLICATION

TDP5 Cycle – Fiscal Year (FY) 2007/08

APPLICANT ELIGIBILITY

Applicants who have received a TDP Grant within the past two fiscal years (FY 2005/06 and FY 2006/07) are not eligible. Qualifying entities are as follows:

- **Public entities** – California cities, counties, public colleges, public universities, school districts, qualifying California Indian Tribes, park districts, special districts, public recreational facilities, fire and police/sheriff departments; and
- **Private schools** – non-profit, kindergarten through twelfth grade private schools listed on the most recent California Department of Education Private School Affidavit List and certified as low-income (defined as currently qualified for the National School Lunch Program); and
- **Community Housing Development Organizations (CHDOs)** – non-profit, low-income housing entities, currently certified as CHDOs by the California Department of Housing and Community Development (HCD).

Only one application per qualifying entity will be accepted.

PRODUCTS/PROJECT(S) ELIGIBILITY

- Products must be made from 100% recycled California waste tires.
- Tire buffings may be used in the project, but will not be reimbursed by CIWMB under this grant program.
- Project(s) must divert a minimum of 2,500 California tires per proposed tire-derived project(s). Multiple products/projects may be combined to achieve a combined minimum of 2,500 California tires diverted.
- Project(s) must not have previously received CIWMB grant funds.
- Projects generally fall into one of three categories: agricultural/landscape; recreational; and transportation.
- Products/projects for private schools are limited (see Application Cover Sheet for more details).

FUNDING AVAILABLE

- \$2.4 million for FY 2007/08.
- \$100,000 maximum available per grant award.
- Grant reimbursement is actual cost per Passenger Tire Equivalent (PTE) up to a maximum of \$5 per PTE.
Note: See Appendices–Appendix E for PTE definition
- Grant cost calculation is limited to material costs. Installation, equipment cost and tire buffings are examples of ineligible grant costs.

GRANT TERM

Approximately two years —tentatively from March 2008 through March 31, 2010.

APPLICATION DEADLINE & SUBMITTAL

Mailed applications must be postmarked, if sent by U.S. Postal Service or commercial carrier, no later than **Friday, November 16, 2007**. Hand delivered applications must be received and date stamped at the address below by **3:00 p.m. on Friday, November 16, 2007**. Faxed, emailed, and/or late applications will not be accepted.

U.S. Postal Service:

California Integrated Waste Management Board
ATTN: Tire-Derived Product (TDP) Grant Program
Financial Assistance Division, 9th Floor
P.O. Box 4025
Sacramento, CA 95812-4025

Commercial Carrier or Hand-Delivered:

California Environmental Protection Agency Building
California Integrated Waste Management Board
ATTN: Tire-Derived Product (TDP) Grant Program
Financial Assistance Division, 9th Floor
1001 “I” Street
Sacramento, CA 95814

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

APPLICATION INSTRUCTIONS

The package must include the following required documents:

- Application Cover Sheet Certification
- Environmental Justice Certification
- Resolution Requirement
(See Appendices—Appendix C for more information)
- Environmentally Preferable Purchases and Practices Policy
(See Appendices—Appendix D for more information)
- Tire-Derived Product Certification Form (CIWMB 227 – for TDP5 Cycle)
- General Checklist of Permits, Licenses and Filings (CIWMB 669)
- For Private Schools, the following documents are also required:
 - Copy of the most recent Determination Letter for Declaration of Nonprofit Status issued by the IRS;
 - Copy of the most recent Certificate of Good Standing issued by the Secretary of State;
 - Copy of the most recent Letter of Good Standing issued by the California Franchise Tax Board; and
 - Documentation evidencing that the school is currently qualified for the National School Lunch Program per the U.S. Department of Agriculture.

IMPORTANT! Missing information received after the deadline will not be accepted.

APPLICATION FORMAT

- Copies: **One original**, with wet signature (**blue ink preferred**), and **one copy**
- Paper: 8½ X 11, double-sided, single spaced, printed on 100% post consumer fiber, and numbered consecutively
- Stapled, not bound: upper left-hand corner
- Font: 12 pt. Times New Roman or comparable font

QUESTION-AND-ANSWER PROCESS

All questions must be received in writing by October 26, 2007 via email: tiregrants@ciwmb.ca.gov;
fax: (916) 319-7311; or mail:

California Integrated Waste Management Board
ATTN: Tire-Derived Product (TDP) Grant Program
Financial Assistance Division, 9th Floor
P.O. Box 4025
Sacramento, CA 95812-4025

Questions received after October 26, 2007 will not be answered. Questions and Answers (Q & A) will be posted periodically during the Q & A period on the website at <http://www.ciwmb.ca.gov/Tires/Grants/Product/default.htm>. It is the applicant's responsibility to check the website regularly to ensure they are aware of all program details. Similar or related questions may be grouped together or reworded for clarity and responded to as one question. All questions and answers will be posted on or about November 9, 2007, and are subject to updates.

TIRE-DERIVED PRODUCT (TDP) GRANT PROGRAM – TDP5 Cycle APPLICATION COVER SHEET

APPLICANT / ORGANIZATION INFORMATION					
APPLICANT / ORGANIZATION NAME:			REQUESTED GRANT AMOUNT: <i>(Round amount to the nearest whole dollar and match total listed on the TDP Cert. Form - CIWMB 227)</i>		
PROJECT NAME:			FEDERAL TAX IDENTIFICATION NUMBER:		
MAILING ADDRESS:			PROJECT ADDRESS:		
CITY:			CITY:		
COUNTY:		ZIP CODE:	COUNTY:		ZIP CODE:
PRIMARY CONTACT NAME:		SIGNATURE AUTHORITY NAME: <small>(AS AUTHORIZED IN RESOLUTION)</small>		AUTHORIZED DESIGNEE NAME: <small>(IF APPLICABLE, AS AUTHORIZED IN LETTER OF AUTHORITY-LOA, SEE APPENDIX C FOR MORE INFORMATION)</small>	
TITLE:		TITLE:		TITLE:	
TELEPHONE NUMBER:		TELEPHONE NUMBER:		TELEPHONE NUMBER:	
FAX NUMBER:		FAX NUMBER:		FAX NUMBER:	
EMAIL ADDRESS:		EMAIL ADDRESS:		EMAIL ADDRESS:	
INDICATE WHICH TYPE OF ENTITY YOU ARE (CHECK ONLY ONE):					
<input type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> CITY & COUNTY <input type="checkbox"/> PUBLIC SCHOOL DISTRICT <input type="checkbox"/> COLLEGE OR UNIVERSITY <input type="checkbox"/> SPECIAL DISTRICT <input type="checkbox"/> PARK DISTRICT <input type="checkbox"/> QUALIFYING CALIFORNIA INDIAN TRIBE <input type="checkbox"/> FIRE DEPARTMENT <input type="checkbox"/> POLICE/SHERIFF DEPARTMENT <input type="checkbox"/> PRIVATE SCHOOL – non-profit, private K-12 school listed on the most recent California Department of Education Private School Affidavit List and defined as low income per qualification for the National School Lunch Program. <input type="checkbox"/> COMMUNITY HOUSING DEVELOPMENT ORGANIZATION (CHDO) – non-profit, low-income housing entities, currently certified as CHDOs by the California Department of Housing and Community Development (HCD)					
INDICATE WHICH TYPE OF TIRE DERIVED PRODUCT YOU ARE APPLYING FOR:					
PRODUCT / PROJECT INFORMATION – FOR PUBLIC ENTITIES & CHDOs ONLY (PRIVATE SCHOOLS SEE BELOW)					
AGRICULTURE/LANDSCAPE:		RECREATION:		TRANSPORTATION:	
<input type="checkbox"/> MULCH OR BARK		<input type="checkbox"/> PLAYGROUND*		<input type="checkbox"/> GUARD RAILS OR COMPONENTS	
<input type="checkbox"/> WEED ABATEMENT COVERINGS		<input type="checkbox"/> TRACK		<input type="checkbox"/> RAILROAD TIES	
<input type="checkbox"/> TREE CARE PRODUCTS		<input type="checkbox"/> SIDEWALK/PATHWAY		<input type="checkbox"/> SOUND BARRIERS	
<input type="checkbox"/> HORSE STALL MATS/ARENAS		<input type="checkbox"/> SPORTS SURFACING		<input type="checkbox"/> TRAFFIC SAFETY PRODUCTS	
<input type="checkbox"/> OTHER: _____		<input type="checkbox"/> OTHER: _____		<input type="checkbox"/> OTHER: _____	
PRODUCT / PROJECT INFORMATION – FOR PRIVATE SCHOOLS ONLY					
AGRICULTURE/LANDSCAPE:			TRANSPORTATION:		
<input type="checkbox"/> MULCH OR BARK			<input type="checkbox"/> GUARD RAILS OR COMPONENTS		<input type="checkbox"/> OTHER: _____
<input type="checkbox"/> WEED ABATEMENT COVERINGS			<input type="checkbox"/> RAILROAD TIES		
<input type="checkbox"/> TREE CARE PRODUCTS			<input type="checkbox"/> SOUND BARRIERS		
<input type="checkbox"/> OTHER: _____			<input type="checkbox"/> TRAFFIC SAFETY PRODUCTS		

* See Appendices – Appendix B for playground requirements

PROJECT DESCRIPTION	
Provide a brief description of the project below (3-5 sentences):	
ENVIRONMENTAL JUSTICE CERTIFICATION	
<i>Entities that receive grant funding from CIWMB must comply with the principles of Environmental Justice which basically require that the Grantee in the performance of the grant will 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.</i>	
Must check box	
<input type="checkbox"/>	We acknowledge that our organization must comply with these principles of Environmental Justice.
RESOLUTION REQUIREMENT	
Must check one	<i>See Appendix C for information and examples</i>
<input type="checkbox"/>	For entities with governing bodies: An approved Resolution and, if applicable, Letter of Authority designating additional authorized signatory is enclosed in the application.
<input type="checkbox"/>	For entities without governing bodies: A letter bearing entity's letterhead, signed by person with authority to contractually bind entity, authorizing application and designating signature authority is enclosed in the application.
<input type="checkbox"/>	We acknowledge that our approved Resolution must be received by the CIWMB no later than December 12, 2007 . We further acknowledge that if our Resolution is received after this date, our application will be disqualified.
ENVIRONMENTALLY PREFERABLE PURCHASES AND PRACTICES POLICY	
Must check one	<i>See Appendix D for example and Notification Form</i>
<input type="checkbox"/>	Yes, our organization has an Environmentally Preferable Purchases and Practices Policy (EPP). Date adopted: _____
<input type="checkbox"/>	No, our organization does not have EPP, but we acknowledge that we must adopt one and send notification (see Appendices – Appendix D for Notification Form) to the CIWMB of such adoption by December 12, 2007 , or our application will be disqualified.
FOR PRIVATE SCHOOLS ONLY – PRIVATE SCHOOL ELIGIBILITY CERTIFICATION REQUIREMENTS	
Must check all	
<input type="checkbox"/>	Declaration of non-profit status issued by the Internal Revenue Service
<input type="checkbox"/>	Most recent Letter of Good Standing issued by the California Franchise Tax Board
<input type="checkbox"/>	Copy of the most recent Certificate of Good Standing issued by the Secretary of State
<input type="checkbox"/>	Documentation that the school is currently qualified for the National School Lunch Program by the U.S. Department of Agriculture
APPLICATION CERTIFICATION	
<i>Certification: I declare, under penalty of perjury, under the laws of the State of California, that all information submitted for CIWMB's consideration for award of grant funds is true and accurate to the best of my knowledge.</i>	
X	
Signature Authority / Authorized Designee <i>(as authorized in Resolution, Letter of Authority, or Binding Letter)</i>	Date
Print Name	Print Title

Applicant/Grantee Name:	
Grant # (if applicable):	

Tire-Derived Product (TDP) Certification

The TDP Certification form must accompany the grant application and all payment request forms. By signing this form, the signator certifies, under penalty of perjury, that the information provided below by the product manufacturer or supplier is true and accurate.

Procedure

1. Applicant/Grantee: Request completion of this form by product manufacturer or supplier.
2. Product Manufacturer or Supplier: Complete and submit form, with original signature, to applicant/grantee. Supply applicant/grantee with and retain supporting documentation 100% CA waste tires were used for this grant project
3. Applicant/Grantee: Review form for completeness and submit form, with original signature, to CIWMB with your grant application and all payment request forms. Retain supporting documentation that 100% CA waste tires were used for this grant product/project.

MANUFACTURER / PRODUCT SUPPLIER NAME:	EMAIL:	
CONTACT NAME:	PHONE:	FAX:
ADDRESS:	WEBSITE:	

Product Description & Type	Product Weight in lbs. (CA Waste Tires)	/ (divided)	Passenger Tire Equivalent (PTE) (Use 12 lbs. or 20 lbs.*)	=	Number of Tires Diverted (In PTEs)	X	Cost Per Tire (CIWMB will reimburse up to \$5 per tire diverted – may include shipping & tax, not to exceed \$5)	=	Material Cost (for tire-derived product, total not to exceed \$100,000)
Rubber -- Mulch	115,500 lbs.	<i>EXAMPLE</i>	12 lbs. = 1 tire	=	9,625 PTEs	X	\$ 3.79	=	\$ 36,478
		/		=		X	\$	=	\$
		/		=		X	\$	=	\$
		/		=		X	\$	=	\$
Totals:		/		=		X	\$	=	\$ 36,478

* Passenger Tire Equivalent (PTEs): If a TDP contains less than 30% (by weight) of the original fiber and steel that was in the whole tire, then use 12 lbs. to calculate the number of PTEs. If a TDP contains 30% or more (by weight) of the original fiber and steel that was in the whole tire, then use 20 lbs. to calculate the number of PTEs.

I certify, under penalty of perjury, that the quote and/or material provided to the above named grantee is manufactured from 100% California waste tires and does not include tire buffings. I understand that if an audit discloses the use of non-California waste tires or tire buffings, the California Integrated Waste Management Board may require the grantee to return funds up to the grant amount, and the grantee may seek reimbursement from the above named manufacturer, product supplier, contractor.

Signature of Product Manufacturer / Supplier	Print Name	Title	Date
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GENERAL CHECKLIST OF BUSINESS PERMITS, LICENSES AND FILINGS

GRANT APPLICANT/GRANTEE NAME		
GRANT NAME AND CYCLE	GRANT NUMBER, IF APPLICABLE	DATE SUBMITTED/UPDATED

Mark (✓ or X) appropriate box on each line below. All lines must be completed.

Note: This list is not all-inclusive. Grant Applicant/Grantee must list other critical permits/licenses/filings not identified below.

Grant Applicant/Grantee currently holds this valid permit/license/filing				
Grant Applicant/Grantee will modify and/or obtain this permit/license/filing				
This permit/license/filing is not applicable for this grant project or business				
			LOCAL PERMITS, LICENSES & FILINGS	REGULATOR OR ISSUER
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Authority to Construct/Permit to Operate	Air Quality Management District
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Building Construction Permit	City or County
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Business License	City or County
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fictitious Business Name Filing	County
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Land Use Permit/Zoning Clearance/Conditional Use Permit	City or County
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Permit By Rule (PBR) for Permanent HHW Facilities or Temporary Collection Events	City, County or Cal/EPA-DTSC
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Waste Hauler Permit	City or County
			STATE PERMITS, LICENSES & FILINGS	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Antifreeze, Battery, Oil & Paint (ABOP) Notification	CUPA or Cal/EPA-DTSC
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Corporate, Company or Partnership Filings	Ca. Secretary of State
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hazardous Waste Haulers Permit	Cal/EPA – DTSC
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Industrial Activities Storm Water General Permit	Cal/EPA – SWRCB
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Non-Profit Organization 501 (C) (3)	Ca. Secretary of State
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Prop. 65 Safe Drinking Water & Toxic Enforcement Act	Cal/EPA – OEHHA
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Solid Waste Facilities Permit	Cal/EPA – CIWMB
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	State EPA Identification Number	Cal/EPA – DTSC
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Waste and Used Tire Hauler Registration	Cal/EPA – CIWMB
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Waste Discharge Requirements	Cal/EPA – SWRCB
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Waste Tire Facilities Permit	Cal/EPA – CIWMB
			FEDERAL PERMITS, LICENSES & FILINGS	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	US EPA – Identification Number	US EPA
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	US EPA – NPDES and/or NSR Permits	US EPA
			OTHER PERMITS, LICENSES & FILINGS	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

DO NOT submit copies of the permits/licenses/filings with this form. Please retain all permits/licenses/filings in grant file for audit purposes.

APPLICATION CHECKLIST

The application checklist is provided for your convenience and to assist and ensure your application is complete.

Application Cover	
<input type="checkbox"/>	Appropriate boxes are completed on the Application Cover Sheet
<input type="checkbox"/>	Printed name, title, date and signed by Signature Authority / Authorized Designee (as authorized in your Resolution, Letter of Authority, or Binding Letter)
Environmental Justice Certification—See Appendix E for definition	
<input type="checkbox"/>	Printed name, title, date and signed by Signature Authority / Authorized Designee (as authorized in your Resolution, Letter of Authority, or Binding Letter)
Resolution Requirement—See Appendix C for information and examples	
<input type="checkbox"/>	Submit a copy of a current approved Resolution with your application or acknowledge one will be sent by December 12, 2007 .
<input type="checkbox"/>	If applicable, submit a Binding Letter or a Letter of Authority to identify Signature Designee.
Environmentally Preferable Purchases and Practices Policy—See Appendix D for example & Notification Form	
<input type="checkbox"/>	Acknowledgement that your organization has an Environmentally Preferable Purchases and Practices Policy or that notification of adoption will be sent by December 12, 2007 .
FOR PRIVATE SCHOOLS ONLY – Private School Eligibility Certification Requirements	
<input type="checkbox"/>	Declaration of non-profit status issued by the Internal Revenue Service
<input type="checkbox"/>	Most recent Letter of Good Standing issued by the California Franchise Tax Board
<input type="checkbox"/>	Copy of the most recent Certificate of Good Standing issued by the Secretary of State
<input type="checkbox"/>	Documentation that the school is currently qualified for the National School Lunch Program by the U.S. Department of Agriculture
Tire-Derived Product (TDP) Certification Form (CIWMB 227-for TDP5 Cycle)	
<input type="checkbox"/>	Submit a completed Tire-Derived Product (TDP) Certification form (CIWMB 227-for TDP5 Cycle) with your application.
General Checklist of Permits, Licenses, and Filings (CIWMB 669)	
<input type="checkbox"/>	Submit a completed General Checklist of Permits, Licenses, and Filings (CIWMB 669) with your application.
Application Format & Submittal	
<input type="checkbox"/>	Copies: One original , with wet signature (blue ink preferred), and one copy
<input type="checkbox"/>	Paper: 8½ X 11, double-sided, single spaced, printed on 100% post consumer fiber, and numbered consecutively
<input type="checkbox"/>	Stapled, not bound: upper left-hand corner
<input type="checkbox"/>	Font: 12 pt. Times New Roman or comparable font
<input type="checkbox"/>	Addressed to the appropriate mailing address of the CIWMB