
Recycling and Illegal Dumping Grant Application Form

New Mexico
Environment Department
**Solid Waste Bureau &
Recycling and Illegal
Dumping Alliance**

2018-2019



Application Instructions

1. Contact the New Mexico Environment Department (NMED), Solid Waste Bureau, to discuss your project before beginning the application. Contact: Barry Huffer, Outreach Specialist, Barry.Huffer@state.nm.us or 505-827-2653.

2. Read all instructions and complete the application.

3. Submit the complete, signed application to the NMED Solid Waste Bureau via e-mail, fax, hand-delivery, or mail by 5:00 p.m. on **Friday, March 23, 2018**. Applications received after this time will not be considered regardless of post-mark date or e-mail and fax sending date or time. It is the applicant's responsibility to ensure NMED receives the application by the deadline regardless of any delays caused by unexpected internet or computer-related issues with the applicant or the NMED Solid Waste Bureau. Applicants are strongly encouraged to allow for enough time before the deadline in case of any such issues. **There will be no exceptions.**

E-mail:

Barry.Huffer@state.nm.us

Fax:

(505) 827-2902

Mail:

U.S. Postal Service

New Mexico Environment Department
Solid Waste Bureau
Attn: Barry Huffer
P.O. Box 5469
Santa Fe, NM 87502

UPS & FedEx

New Mexico Environment Department
Solid Waste Bureau
Attn: Barry Huffer
1190 S. St. Francis Dr. #N2150
Santa Fe, NM 87505

In person:

New Mexico Environment Department
Solid Waste Bureau
Attn: Barry Huffer
Harold Runnels Building
1190 S. St. Francis Dr. #N2150
Santa Fe, NM 87505

Eligibility

Eligible applicants

Only the following entities may apply for RAID grant funding. Applications submitted by ineligible entities will not be reviewed by the RAID Alliance. Ineligible entities are encouraged to partner with eligible entities.

- Municipalities
- Counties
- Pueblos, tribes, and nations
- Land grant communities
- Cooperative associations (as defined in the Recycling and Illegal Dumping Act)
- Solid waste authorities

Eligible expenses

Please contact the NMED Solid Waste Bureau to discuss how expenses associated with the proposed project may fit within eligible expenses.

- Offsetting the cost of scrap tire collection and recycling
- Establishing recycling facilities
- Purchasing equipment for recycling and scrap tire management
- Performing marketing regarding recycling and scrap tire management
- Purchasing products produced by a recycling facility
- Providing educational outreach regarding scrap tire management, recycling, and illegal dumping
- Developing recycling infrastructure
- Abating illegal dumpsites
- Contracting with vendors to promote recycling

Ineligible expenses

The following expenses are ineligible for RAID grant funding. If completion of the proposed project requires these types of expenses, the applicant is encouraged to describe outside or in-kind sources of funding that will support the RAID grant-funded portion of the project.

- Operating costs associated with on-going waste management or compliance activities
- Expenses associated with a corrective action to address a notice of non-compliance, notice of violation, or administrative compliance order issued by NMED or any other state regulatory agency
- Remediation costs for which an organization is already liable
- Preparation of the grant application
- Internal expenses such as staff salaries or internal copying/printing services (a.k.a. "IDC")
- Recycling processing which utilizes less than 95% of recyclable materials from sources in New Mexico
- Costs associated with the engineering and construction for civil engineering applications using tire bales
- The purchase of used equipment unless it has a warranty, a service agreement, or a third-party appraisal and inspection
- Litter clean-up
- Hand-fed chippers for green waste
- The tear-down and removal of structures unless applicant has obtained legal ownership of the property through the condemnation process
- The tear-down and removal of mobile homes, including those considered permanent, regardless of condemnation
- Dumpsite/tire abatement at private businesses and private properties that have received money to manage their waste

Award Process

Available Funding

About \$900,000 will be available for the 2018-2019 grant cycle. Two-thirds of the grant fund is available for scrap tire management, and one-third is available for illegal dumping abatement and recycling projects. Applicants are encouraged to apply for significant projects that will expend substantial funding. NMED seeks to award fewer grants that individually will accomplish more than a multitude of smaller projects. However, applicants should not be discouraged from applying for smaller projects that are needed.

In accordance with the New Mexico Recycling and Illegal Dumping (RAID) Act, RAID grant applications are reviewed and funding recommendations are made by the RAID Alliance. The RAID Alliance is appointed by the NMED cabinet secretary and comprises one member from each of the following sectors:

- Agricultural Producer
- Industry Waste Generator
- Local Government
- Nonprofit Organization
- Public at Large
- Recycling Company
- Retailer
- Soil and Water Conservation District
- Solid Waste Authority
- Tribal Government
- Waste Management Company

NMED will initially screen applications for eligibility, completeness, and adequacy of technical and financial information and provide qualifying applications to the RAID Alliance for review. After the RAID Alliance scores the applications, the group will meet to discuss awarding funding, starting with the highest scoring application. A higher score does not mean the funding will be awarded, but it increases the chances that funding is available when the application is discussed.

Application Scoring

The RAID Alliance will use the following priorities in evaluating applications:

1. Rule Priority Score (50 points)

Each Alliance member will score each application from 0-50 based on the criteria below, established by the Recycling, Illegal Dumping, and Scrap Tire Management Rules. The priorities that apply to dumpsites and stockpiles are different than those that apply to other applications. If the information is not available in the application, the Alliance members may contact the applicant or the Solid Waste Bureau for further information.

All dumpsite/stockpile applications will be prioritized using the following criteria:

- Number of scrap tires and estimated amount and type of other on-site solid waste
- Population within a five-mile radius of the illegal dumpsite or stockpile
- Schools, hospitals, businesses and industries within a five-mile radius of the illegal dumpsite or stockpile
- The distance to rivers, streams and arroyos
- The fire hazard posed
- Whether the illegal dumpsite or stockpile is still active, and if so, what action, if any, is being taken by the governing body to terminate the activity

All other applications will be prioritized using the following criteria:

- Need
- Urgency
- Amount of local funding available
- Consistency with surrounding land use
- Population served
- Consistency with department priorities
- Alternative solutions available

2. **Project Merit Score (50 points)**

Each Alliance member will score each application from 0-50 on project merit. The types of questions the Alliance members will consider when scoring include but are not limited to the following:

- Does the project reflect a high level of innovation?
- Does the proposed project appear to be a good solution to the problem?
- Does the project appear to be an efficient use of grant funds?
- Will a purchase of equipment provide a solution to a regional problem or will it only serve the needs of the applicant?
- Could the equipment potentially be used for purposes other than the one described?
- Will the project result in increased protection of human health and the environment?
- Will the project increase waste diversion, recycling, and composting in New Mexico?
- Is it something for which taxpayers should be paying?

3. **Amount Recommended**

After scoring the applications, each Alliance member will list the amount recommended for award. A high score does not require that an application is fully funded. The score establishes the order in which applications will be discussed.

Applicants should describe a potential project as completely as possible, with these scoring criteria in mind, in the application. Applicants may be contacted by a member of the RAID Alliance or the NMED Solid Waste Bureau for clarification during the scoring process.

Award Meeting

The RAID Alliance will meet at 9:30 a.m., May 2, 2018 in the Rio Grande Room of the NMED District 1 Office, 121 Tijeras Ave. NE, Albuquerque, to discuss applications. Applicants and the public are welcome and

encouraged to attend. The RAID Alliance will discuss each qualified application and vote to fully fund, partially fund, or not to fund the project. The majority vote stands as the decision of the RAID Alliance.

The Alliance's recommendations are provided to the NMED Solid Waste Bureau, which honors these recommendations in most cases and will send the applicant a letter either offering a full or partial award or indicating the project will not be funded. The applicant will be asked to respond via letter accepting or declining the grant offer.

NOTE: Applicants may be offered a partial award of the requested funding. The applicant will have an opportunity to reject the offer if the project is impossible without being fully funded, but will not have an opportunity to contest the offer.

Grant Administration

Budgets, project schedules, and other details will be negotiated with the NMED Solid Waste Bureau after a grant award offer is made and accepted.

Mandatory grant administration training: The grant manager (also known as "grantee representative," the person who will be managing the grant) and the grantee chief financial officer (the person who will be submitting reimbursement requests) must attend a grant administration training, to be held **11 a.m. to 12:30 p.m., Thursday, June 14, 2018**, at the Rio Grande Room of the NMED District 1 Office, 121 Tijeras Ave. NE, Albuquerque. **If the grantee representative and grantee chief financial officer are unable to attend this meeting, the grant offer may be rescinded.**

Public landfills applying for a grant to offset the cost of collecting or recycling tires are authorized to invoice the State of New Mexico for their expenses in accordance with the guidance in this grant application.

For all other grantees, **this is a reimbursement grant program.** The grantee must be able to incur the costs until NMED issues the reimbursement. Land grant communities that have no financial structure (checking account, fees, etc.) are encouraged to partner with the county in which they are located. NMED will issue reimbursement when it has received deliverables and documented compliance with procurement regulations.

All purchases shall comply with the New Mexico Procurement Code, NMSA 1978, Sections 13-1-28 to -199. As allowed under Section 13-1-98 (K), communities that have a home rule charter may follow their local procurement policy, and as allowed under Section 13-1-98(HH), pueblos, tribes, or nations may follow their own procurement policy should they have one.

Grant expenses will be reimbursed after submittal of the reimbursement request form provided by NMED along with a proof of payment and invoice. Final payment will be made after the submittal of the Project Completion Survey provided by NMED and a site visit. Photographs may be submitted in lieu of a site visit in cases where a site visit is impractical. **All funding must be expended by June 30, 2019.**

Application Form

Organization Name Los Alamos County	Amount Requested \$276,488.00
Type of Organization <div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> <input type="checkbox"/> Municipality <input checked="" type="checkbox"/> County <input type="checkbox"/> Pueblo, Tribe, or Nation </div> <div style="width: 48%;"> <input type="checkbox"/> Land Grant Community <input type="checkbox"/> Cooperative Association <input type="checkbox"/> Solid Waste Authority </div> </div>	
Type of Project (Check one box only. If a dumpsite is >50% tires, select tire project) <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 30%;"> <input type="checkbox"/> Tire Project <small>(including dumpsites with >50% tires)</small> </div> <div style="width: 30%;"> <input checked="" type="checkbox"/> Recycling Project </div> <div style="width: 30%;"> <input type="checkbox"/> Illegal Dumping Project <small>(for dumpsites with <50% tires)</small> </div> </div>	
Project Title Zero Waste Los Alamos - Through Yard Trimming & Recycle Curbside Collection	

Grant Manager

Enter the information for the individual who will be managing the grant.

Name Angelica Gurule		Position Manager	
Department (if applicable) Public Works - Environmental Services			
Mailing Address 3701 E. Jemez Road	City Los Alamos	State NM	Zip Code 87545
E-mail Address angelica.gurule@lacnm.us		Phone 505-662-8383	

Project Description

Clearly describe the proposed project.

Starting July 2018, a yard trimming roll cart will be available to Los Alamos County (LAC) residents who participate in weekly curbside trash roll cart collection. Currently ~1,872 roll carts have been purchased, which will provide a roll cart for 27% of households. LAC is requesting RAID funds to purchase an additional 3,120 yard trimming roll carts. This combined effort will help provide yard trimming roll carts to over 72% of all LAC households. The project is scalable and will continue to grow as public participation and awareness of the program increases.

LAC is also requesting funds to upgrade 1,872 recycle containers from a 48 or 64 gallon to 96 gallon containers. This would allow the County to alternate collection frequency to every other week for recycle and yard trimming roll carts. (To minimize freight costs, each full truck load can hold 624 roll carts).

The yard trimming roll cart is a voluntary program and there will be no additional cost to the resident. The yard trimming roll cart is for organic yard trimmings only, which includes short branches, flowers, grass clippings, leaves, pine needles and pine cones. Yard Trimmings roll carts will be collected curbside, March through November of every year, and Christmas trees will be collected in January as usual.

The Yard Trimming roll cart program will keep approximately 14% or 1,017 tons of brush from being sent to the landfill, extending landfill life, and reducing greenhouse gas emissions. The yard trimmings will be composted into high quality garden and landscaping materials that will be made available at no cost to residents.

Budget estimate: Describe the types of items for which funding is needed, and the approximate amount needed for each.

Item	Amount (\$)
3,120 - Yard Trimming Roll Carts - 96 gallon	\$150,696.00
Freight for 5 Loads of Yard Trimming Roll Carts	\$22,108.00
1,872 - Recycle Roll Carts - 96 gallon	\$90,418.00
Freight for 4 Loads of Recycle Roll Carts	\$13,266.00
Total	\$276,488.00

Need and Urgency

Explain why this project is needed and why it is important to fund it now. How will the project protect human health and the environment? How will this promote waste diversion (recycling, reuse, composting, etc.) in your community?

With ever increasing operational costs due to annual escalation costs to haul and dispose trash over 90 miles away at the Rio Rancho Landfill; and a volatile recycle market which has exponentially increased processing fees for single stream mixed recycle, Los Alamos County strives for opportunities that will enable the County to continue diverting valuable resources from the landfill, while maintaining costs.

Two residential waste sorts were conducted and it was identified that 14% of the trash generated by a resident is yard trimmings. This data is consistent with the national average at 13.5%. Using a roll cart to collect yard trimmings curbside is in an opportunity to maximize diversion of yard trimmings from the landfill and process them as mulch and compost instead. This would help divert waste from the landfill and avoid the costs incurred by hauling and disposing of yard trimmings to the Rio Rancho landfill.

The Yard Trimming roll cart program will keep approximately 14% of waste from being sent to the landfill, extending landfill life, and reducing greenhouse gas emissions. The yard trimmings will be composted into high quality garden and landscaping materials that will be made available at no cost to residents. This approach would maximize diversion of organic yard trimmings, reduce curbside unsightliness, and is a cost effective option, as it is estimated to be revenue neutral after an initial investment (roll carts, collection truck and equipment operator) and could perhaps create savings in later years.

In order to maintain residential services without increasing costs, the County has conducted research that indicated that majority of households have a 48 gallon or 96 gallon roll cart container. By providing a larger (96 gallon) recycle roll carts, LAC will be able to alternate collection frequency of recycle and yard trimming roll carts to ever other week, if there is enough public support. LAC is conducting a public survey to understand the public preference, the current poll is 5:1 in favor of the alternating collection; however, 27.5% of respondents indicated a larger recycle bin would be needed to accommodate an every other week collection.

Dumpsite/Stockpile Information

- **Attach multiple copies of this page if more than one clean-up is proposed.**
- **Attach at least one and no more than three photos of each site.**

How many sites are you proposing to clean up?	
Name of site	
Location and/or physical address (Provide coordinates if possible)	
Name of property owner (if known)	
Estimated number of scrap tires or cubic yards of waste	
Length of time the dumpsite or stockpile has been in existence	
Population within a five-mile radius of the site	
Number of schools, hospitals, businesses, and industries within a five-mile radius of the site	
Distance to the nearest river, stream, and/or arroyo	
What fire hazard does the site pose? (Power lines or other ignition sources, structures or other fuel sources that can spread fire, etc.)	
Is the site active, and if so, is it still growing?	
Is there pending litigation or other contingent liabilities that have a bearing on this project or application? If so, please attach a copy to this application.	
Has a Notice of Violation or other enforcement action been taken? If so, please attach a copy to this application.	
If your community is awarded a RAID grant to abate this site, will you prepare a resolution in accordance with section 3-18-5 NMSA 1978 authorizing your community to abate the site and to file a lien against the property for the abatement cost if the owner, occupant or agent in charge of the property fails to abate the site within timeframe of grant cycle?	

Prior and Existing Efforts

For dumpsite/stockpile abatement: Explain past and current efforts to stop the illegal dumping or stockpiling at the site and prevent it from occurring in the future (ex. legislation, enforcement, surveillance, physical deterrence, fencing, education, etc.).

For other projects: Describe past or current efforts to carry out this project. Describe related programs, activities, and services in your community. Explain what your organization's role is in those efforts and how this project expands upon or complements existing services.

Prior to the yard trimming roll cart program LAC provided a quarterly brush and bulk item collection program; however, it was misused and criticized for causing an eye sore due to brush and bulk trash set on the curb, health and safety concerns for materials such as freezers or refrigerators that could cause unintended consequences if children played in them, large heaps that attracted rodents and other vectors. The brush was often mixed with bulk items causing contamination of the brush material, and the total cost of the program was \$294K annually.

In 2015, using the quarterly brush and bulk program only 256 tons of brush was collected. However, our data indicate that LAC has the opportunity to capture a total of 1,107 tons of brush from residents. By offering a yard trimming roll cart instead, would maximize diversion of organic yard trimmings, reduce curbside unsightliness, and be the most cost effective option, as it is estimated to be revenue neutral after an initial investment (roll carts, collection truck and equipment operator) and could perhaps create savings in later years.

Surrounding Land Use

If establishing or expanding a recycling facility, will the facility be consistent with surrounding land use?

☒ Yes

☐ No

Mandatory Training

Do you understand that the individual managing the grant and the person who will be submitting requests for reimbursement must attend a grant administration training and that the grant offer will be rescinded if both people do not attend? (See page 7 for date and location of training.)

☒ Yes

☐ No

Signatures

Grant Manager

I, the undersigned, do hereby affirm that I have read and understand the grant requirements, and to the best of my knowledge, the information contained in this application is accurate; that if a grant is awarded and an agreement executed, grant deliverables will be submitted by the stipulated deadlines; all efforts will be taken to complete tasks by the stipulated deadlines; all applicable local, state, and federal regulations and requirements will be followed; financial staff have been informed about this project; and they will be involved in the procurement process prior to submitting documentation to NMED.

Signature	Date 03/09/2018
Name Angelica Gurule	Title Environmental Services Manager

Signatory Authority

Signatory authority must be a mayor; city or county manager; village administrator; chair of a county commission; director of a solid waste authority; governor of a pueblo or tribe; president of a nation; or chair or executive director of a cooperative association.

I, the undersigned, do hereby affirm that I am the signatory authority of the applicant, and barring unforeseen circumstances, the proposed project will be carried out as described if a grant is awarded and an agreement executed.

Signature	Date 03/09/2018
Name Harry Burgess	Title County Manager