

**MISSISSIPPI REGIONAL RECYCLING  
COOPERATIVE GRANTS  
*FUNDING OPPORTUNITY ANNOUNCEMENT***

**BY THE  
MISSISSIPPI DEPARTMENT OF  
ENVIRONMENTAL QUALITY**



**Issue Date: June 19, 2013  
Applications Due by 5:00 p.m., Friday, December 6, 2013  
(FOA No. RRCG-01)**

TO: Prospective Applicants

FROM: Mississippi Department of Environmental Quality (MDEQ)  
Solid Waste and Recycling Programs

SUBJECT: Mississippi Recycling Cooperative Grants  
Funding Opportunity Announcement (FOA)

## I. INTRODUCTION

The Mississippi Department of Environmental Quality (MDEQ) is soliciting grant applications from eligible local government entities for the establishment of new cooperative recycling systems and/or the improvement or expansion of existing cooperative recycling systems to encourage and increase recycling in the State of Mississippi. This solicitation is being conducted in accordance with the Mississippi Recycling Cooperative Grant Regulations and with Mississippi Code Annotated Section 17-17-63 which sets aside ten percent (10%) of the funds available in the Mississippi Nonhazardous Corrective Action Trust Fund in the Recycling Cooperative Grant Fund on July 1 of each State Fiscal Year for a five-year period. These funds will be used by the MDEQ on behalf of the Mississippi Commission on Environmental Quality (Commission) to provide grant funding support to regional recycling cooperative efforts by municipalities, counties, regional or local solid waste management authorities, local government recycling cooperatives, local government solid waste districts and/or other multi-county/municipal organizations for the purpose of cooperatively participating in the collection, processing and marketing of recyclables. Grant awards will be made by the MDEQ to eligible local government entities to conduct regional cooperative recycling efforts in conjunction with achieving the state waste reduction and recycling goal of 25%. The grants will herein be referred to as Recycling Cooperative Grants.

**Completed applications involving the activities described herein for the Recycling Cooperative Grants will be received by the MDEQ at 515 East Amite Street, Jackson MS 39201 or by mail to P.O. Box 2261, Jackson, MS 39225-2261 until 5:00 p.m. Central Standard Time, Friday, December 6, 2013. Grant applications received after this deadline will not be considered for funding in this FOA cycle.**

### A. Funding Availability

The total amount of funds available through this Funding Opportunity Announcement (FOA) is \$1,000,000. Eligible local governments including municipalities, counties, regional or local solid waste management authorities, local government recycling cooperatives, local government solid waste districts, and/or other multi-county/municipal organizations may apply for grant funding of up to **\$400,000** for a regional cooperative project. With the exception of certain personnel costs, matching funds are not generally required, but are encouraged where possible to maximize the total benefits resulting from the project.

## B. Eligible Project Costs

Recycling Cooperative Grants may be used to defray the following recycling program costs:

1. Design and development of a local or regional community recycling system. The following cooperative models may be considered for funding under this Recycling Cooperative Grant Program.
  - a) **Regional Organization Model.** This model includes the development of a formal regional body or organization comprised of member and/or participating local governments that would oversee the development and implementation of a regional recycling system. The allowable organizations include Local Government Recycling Cooperatives, Regional or Local Solid Waste Management Authorities, Regional or Local Utility Authorities, Regional or Local Solid Waste Districts, or any other similar approved local government organizations. In this model, most recycling equipment and appurtenances in the system would be owned by the regional organization and/or its member local governments.
  - b) **Hub and Spoke Model.** This model includes the development of a regional recycling system that is overseen by a lead local government (the hub) that has formal agreements with other multiple local governments (the spokes) to collect and process recyclable materials from those participating local government jurisdictions. In this model, the lead local government would own or oversee the operations of the material recovery facility and the collection and processing equipment would then be owned by the lead local government and/or the participating local governments.
  - c) **Other Alternative Approved Model.** This FOA allows the proposal of other alternative regional models that do not necessarily fit the models described above. However, any proposed alternative model(s) must accomplish the recycling goals set forth in this FOA.
2. Construction of structures or appurtenances associated with an approved local community recycling system;
3. Transportation equipment or activities associated with the collection and/or transport of recyclable materials to processors, end users, or markets;
4. Processing activities or equipment associated with an approved local community recycling system;
5. Personnel cost assistance for the implementation of a local community recycling system. Such costs will be limited to the program manager or other integral management staff. Salary assistance may be available for up to 50% of the managerial staff salary;
6. Grant administrative costs (not to exceed 3% of the total grant budget);
7. Public information and outreach costs; and

8. Other miscellaneous costs deemed integral and appropriate for the success of the recycling project as approved by MDEQ.

Recycling cooperative grants will not be awarded for activities or appurtenances associated with the management of materials or wastes where that activity is not considered recycling as defined in Mississippi Code Annotated Section 49-31-9(i).

### **C. Goals of the Recycling Cooperative Grants Program**

MDEQ is seeking to award grants to projects that will be able to attain the following goals:

- Is located in a region or area where the project can efficiently provide recycling services to rural and underserved populations;
- Has documented political and regional support to expand recycling processing and/or collection services;
- Has the ability and the staff resources to maintain records and provide data for required reporting to MDEQ for at least three years after the grant closure/expiration date;
- Has the ability to make a long-term commitment to maintaining and operating any equipment provided through this grant program;
- Has the ability to work cooperatively among participating local governments in the area to provide regional recycling solutions;
- Has the ability to provide/coordinate collection services for recyclables through drop-off, curbside or other successful collection models;
- Has the ability to provide or support a centralized processing location that geographically supports multiple outlying communities participating in the program;
- Has the ability to provide long-term operational and financial commitments to the project (e.g. labor, overhead, baling wire, equipment maintenance, insurances, marketing of material, staff training and certification, safety training and materials, transportation, auxiliary equipment, utilities, interaction with participating local governments, etc.) as required;
- Has an established minimum recycling goal of at least 25% (as measured by MDEQ) and the ability to measure quantities of recyclables collected and processed against materials disposed;
- Has the ability to collect and/or process residential recyclable materials including:
  - Old Corrugated Cardboard (OCC)
  - Aluminum Cans
  - Mixed Paper and/or Old Newsprint #7
  - Tin Cans
  - #1 Plastic Bottles and #2 Plastic Bottles
- Provides on-going recycling education and outreach to the communities served. MDEQ may assist in education program development at onset, but the grantees (regional organization, hub local governments and/or spoke local governments) must work to maintain outreach, thereafter; and
- Has demonstrated the recycling project's sustainability beyond the grant project dates.

## **D. Period of Performance**

The period of performance will begin upon the execution of a grant agreement between MDEQ and the local government entity or organization and end on or before the expiration date of the approved grant agreement, unless otherwise extended by MDEQ. Grant expenditures should be made in a manner consistent with the approved grant agreement.

## **E. Method of Payment**

Payments shall generally be made on a cost-reimbursement basis over the course of the grant. Only the cost of actual charges incurred and paid by the applicant as per the approved grant agreement will be reimbursed by MDEQ. MDEQ may, on a case by case basis, negotiate advanced payments to a grantee, based on an appropriate demonstration of projected costs for approved program activities/components. No payments will be made by MDEQ directly to the applicant's sub-recipients, vendors, or project administrators. Requests for Payment should be submitted on forms provided by the MDEQ for costs that are incurred in the recycling project and must include sufficient supporting documentation for the expenditures.

## **II. CONDITIONS OF GRANT AWARD**

If approved for an award, MDEQ will develop and execute a formal grant agreement with the grantee(s) prior to the implementation of the project. The grant agreement will include the following conditions at a minimum (but may also include additional project specific conditions):

1. The grantee shall comply with all applicable procurement and purchasing regulations established pursuant to the applicable Mississippi law.
2. Recycling Cooperative Grant awards shall be limited to eligible recycling program costs as described in Section I.B. No grant funds shall be utilized for costs not identified in the approved grant application, unless otherwise approved by the MDEQ.
3. Recycling Cooperative Grant awards will only be made to regional cooperative efforts involving multiple local governments. Such cooperative efforts must be supported by intergovernmental agreements between the participating local governments that describe the responsibilities and obligations of the participating local government(s).
4. The grant funds shall be distributed by reimbursement to the grantee for eligible program costs, upon provision of a complete request-for-payment form to the MDEQ with the appropriate supporting documentation. If a grant award includes the contribution of matching funds to the grantee, these grant funds should be expended proportionally to the expenditures of the matching funds provided by the grantee or as otherwise approved by the MDEQ.
5. A summary report shall be prepared and submitted to the MDEQ with each reimbursement request, detailing how the costs were incurred in the project and a summary of the activity conducted during the payment period. Additionally, a bi-annual report shall be submitted

detailing the ongoing operations of the recycling system, for a period of three years after the grant expiration or grant closure date of the agreement.

6. Funds approved in the grant award which are unspent after the grant expiration date shall be forfeited back to the Recycling Cooperative Grant Fund unless an extension of the grant expiration date is approved by MDEQ.
7. The MDEQ may include program specific conditions, as part of the grant award, that are determined necessary to ensure that any other applicable provisions of state law and regulation are followed.
8. No recycling cooperative grant shall be awarded for a program or activity that is inconsistent with the approved solid waste management plan of the local government jurisdiction(s).

### **III. FOA QUESTIONS**

Questions concerning this FOA must be submitted in writing to: Mississippi Department of Environmental Quality, Attn: Luis Murillo, Solid Waste Grants Program, 515 East Amite Street, Jackson, MS 39201, via mail to P.O. Box 2261, Jackson, MS 39225, via fax to (601) 961-5785 (Attn: Luis Murillo) or via email to [Luis\\_Murillo@deq.state.ms.us](mailto:Luis_Murillo@deq.state.ms.us)

Questions will be received by MDEQ until 5:00 P.M. Central Standard Time, Friday, November 22, 2013. Questions received after this date will not be answered. Applicants are cautioned that any statements made by the contact person that materially change any portion of this FOA shall not be relied upon unless subsequently ratified by a written supplement to this FOA. All responses to questions and any written supplement to the FOA will be posted on MDEQ's web page.

### **IV. ACKNOWLEDGEMENT OF AMENDMENTS**

MDEQ will provide written notice of substantive changes to this FOA in the form of a supplement to this FOA prior to response deadlines. Supplemental information will be provided to all known Applicant parties and posted on MDEQ's web page. To access this information go to the following web page: <http://www.deq.state.ms.us/recyclinggrants>.

### **V. APPLICATION CONTENTS**

The MDEQ will accept completed applications submitted by **Friday, December 6, 2013**. Applications must be submitted on forms provided by the MDEQ and shall contain the following items:

1. Applicant(s) shall provide a completed grant application on form(s) provided by the MDEQ. If the recycling system proposes that certain collection/processing equipment will be owned by participating local governments rather than the regional organization or the lead local government, then an application form must also be included from that local government(s)

for the cost of that specific equipment. The funds requested for that individual local government's collection equipment should be counted towards the maximum allowable project award of \$400,000. (See Attachment A).

2. Applicant(s) shall provide a detailed narrative description of the proposed recycling project/program and a detailed timeline for implementation of the project/program. This detailed narrative should describe how collection and processing of the recyclables will be conducted under the project.
3. Applicant(s) shall provide a detailed budget of the proposed project/program and a description of any other proposed matching funds contributed to the project through other grants or other funds provided by the Applicant(s).
4. Applicant(s) shall provide letters acknowledging support from each and all local government participants in the regional recycling program/project, and/or a copy of any inter-local agreements, memorandums of understanding, or articles of incorporation to support the regional recycling program/project. This documentation may also include copies of any third-party processing agreements outlining specific agreements with participating communities regarding ownership of recycling collection equipment (for equipment provided through this grant), and identification of transportation responsibilities between parties.
5. Applicant(s) shall provide a detailed discussion on the ability of the project to satisfy the goals described in Section I.C (Goals of the Recycling Cooperative Grants Program).
6. Applicant(s) shall provide acknowledgement that the project/program will follow all applicable MDEQ requirements.
7. Applicant(s) shall provide information (if applicable) for any project or program component that is required to comply with Section XIV (Intergovernmental Review Process) of this FOA.
8. Applicant(s) shall provide a funding commitment letter(s) or documentation from all other project funding sources, if applicable.
9. Applicant(s) shall provide any and all other documentation needed to adequately describe the proposed project.

## **VI. APPLICATION SUBMITTAL INSTRUCTIONS**

The original and **3** copies of the application and attachments shall be signed and submitted in a sealed envelope to: Mississippi Department of Environmental Quality Attn: Mr. Luis Murillo, P.O. Box 2261 Jackson, MS 39225-2261 or 515 E. Amite Street, Jackson, MS 39201. **Timely submission of the application is the responsibility of the Applicant. Applications must be received no later than 5:00 p.m. Central Standard Time, on Friday, December 6, 2013. No applications received after this deadline will be considered for funding. Applicants that submit a proposal after the specified deadline will be notified in writing that the project has been denied and will not be reviewed by MDEQ.**

## VII. APPLICATION REVIEW AND SELECTION PROCESS

### Evaluation Criteria

MDEQ staff will review and evaluate completed grant applications for consistency with the goals described in Section C of this FOA for proposed regional recycling projects. MDEQ will rank the projects with the preference for approval based on the following factors as established in our regulations:

1. The proposed recycling cooperative project will result in multiple new local recycling programs being created or in substantial enhancements to existing local recycling programs for the jurisdictional area of the applicant organization (up to 20 points). *Under this factor, MDEQ will give a higher ranking to projects that: a). demonstrate the ability to provide/coordinate collection services for recyclables through drop-off, curbside, or other successful collection models, b). demonstrate the ability to provide and/or support a centralized processing location that geographically supports multiple outlying communities participating in the recycling project, and c). demonstrate the ability to recycle multiple residential and/or commercial recyclable commodities.*
2. The level of need of the local recycling cooperative project is deemed to be greater than for other proposed projects (up to 20 points). *Under this factor, MDEQ will give higher ranking to projects that propose providing recycling services to a region or area that includes multiple rural and underserved communities.*
3. The recycling cooperative project proposal has demonstrated that the proposed recycling program will be self-sustainable and/or will offer a long term commitment of resources by the member local governments to the project (up to 20 points). *Under this factor, MDEQ will give a higher ranking to projects that demonstrate the ability and qualifications to sufficiently conduct the recycling project and that demonstrate the ability to work among the participating local governments to provide regional recycling solutions.*
4. The proposed recycling cooperative project will be supported or matched by additional funding of member governments of the cooperative organization or by other grant awards to the cooperative organization or to its member local governments (up to 15 points). *MDEQ will give a higher ranking to projects that include a commitment of additional local funds/grants which do confirm the long term commitment by the participating local governments and/or the applicant organization and which support the long term sustainability of the project.*
5. The proposed recycling cooperative project will be supported or matched by the contribution of physical properties, structures or equipment from the cooperative organization or its member governments (up to 15 points). *Under this factor, MDEQ will give a higher ranking to projects that include the provision of properties, equipment, structures or other appurtenances by the participating local governments or the applicant organization that support the viability of the project.*



6. The applicant has not been previously funded under this grant category (10 points). *Under this factor, all projects will receive the maximum 10 points, since no grants have been awarded under this program as of yet.*

Where the total amount of grant funds requested exceeds the amount of grant funds available, the MDEQ may use the ranking factors above to determine which projects are awarded grant funding. However, MDEQ, on behalf of the Commission, reserves the right to apportion available funding to applicants in a fair and equitable manner when the factors above do not yield clear award preferences.

### **VIII. DISAPPROVAL OF GRANT APPLICATIONS**

The MDEQ reserves the right to refuse to approve a grant application for any reason. Reasons may include, but are not limited to, the following:

1. The MDEQ determines the recycling cooperative project is not consistent with State laws or regulations governing the establishment and management of recycling programs.
2. The MDEQ determines the recycling cooperative project is not regional in nature and does not include involvement from multiple local governments.
3. The MDEQ determines the Applicant has failed to provide a complete grant application.
4. The MDEQ determines the Applicant has deliberately falsified information submitted as part of the grant application.
5. The MDEQ determines the Applicant is in violation of or delinquent on any condition of a previously awarded grant by the MDEQ or any other state or federal agency.
6. The MDEQ determines that the Applicant has proposed expenditures for grant project activities or components that are unnecessary or that exceed the expected usual and customary costs for such activities or components.
7. There are insufficient grant funds in the Recycling Cooperative Grant Fund.
8. The MDEQ ranks the grant application lower than other proposals based on the factors herein contained and described in part VII.
9. Other appropriate factors as determined by the Commission on Environmental Quality.

### **IX. MINIMUM EFFECTIVE PERIOD OF APPLICATIONS**

Applications are required to remain in effect for at least 3 months from the date submitted to MDEQ. All applications become the property of MDEQ.

## **X. FOA DOES NOT CONSTITUTE ACCEPTANCE OF APPLICATION**

The release of this FOA does not constitute an acceptance of any application, nor does such release in any way obligate MDEQ to award funds. Additionally, the submittal of an application does not constitute an award. MDEQ reserves the right to accept, reject, or negotiate any or all applications and awards. The final decision to award funds to any party rests solely with the Commission and/or the MDEQ.

## **XI. EXCEPTIONS AND DEVIATIONS**

Applicants taking exceptions to any part or section of the solicitation shall indicate such exceptions on the application and shall fully describe the exception. Failure to indicate any exception will be interpreted as the Applicant's intent to comply fully with the requirements as written. Conditional applications, unless specifically allowed, shall be subject to rejection in whole or in part.

## **XII. NON-CONFORMING TERMS AND CONDITIONS**

An application that includes terms and conditions that do not conform to the terms and conditions in the FOA are subject to rejection by MDEQ. MDEQ reserves the right to permit the Applicant to withdraw nonconforming terms and conditions from its application prior to a determination by MDEQ of non-responsiveness based on the submission of nonconforming terms and conditions.

## **XIII. EXPENSES INCURRED IN PREPARING APPLICATIONS**

MDEQ accepts no responsibility for any expense incurred by the Applicant in the preparation and presentation of an application. Such expenses shall be borne exclusively by the Applicant.

## **XIV. INTERGOVERNMENTAL REVIEW PROCESS**

If the applicant proposes new facilities for construction and/or use, the following agencies should be consulted prior to the formal submittal of a grant application concerning the proposed site location and the existence of any known or possible archeological/cultural sites, endangered wildlife, shellfish/coastal program impacts:

1. Mississippi Department of Archives and History (for archeological/cultural review);
2. Mississippi Natural Heritage Program (for endangered wildlife review);
3. U.S. Army Corps of Engineers (for wetlands review);
4. Mississippi Department of Marine Resources (for shellfish/coastal review – Jackson, Harrison, and Hancock County projects only);

5. Mississippi Department of Environmental Quality – Environmental Permits Division (for environmental permits review);
6. Other agencies deemed appropriate due to the nature of the project.

Where applicable, a written description of the project plan may be submitted to the agencies listed in this section with a request for written comments and a determination on any required surveys, permits, or other actions necessary to implement the proposed project.

Documentation of the applicant's request for comments and any comments received in response to such requests shall be attached with the grant application, as required in Section V.

## **XV. CONTACT INFORMATION**

Questions regarding this Funding Opportunity Announcement (FOA) may be submitted to Mr. Luis Murillo or Mrs. Denise Rodgers as follows:

### **By Telephone:**

Luis Murillo - 601-961-5732  
Denise Rodgers – 601-961-5543

### **By Fax:**

Attn: Luis Murillo/Denise Rodgers - 601-961-5785

### **By Email:**

Luis\_Murillo@deq.state.ms.us, or  
Denise\_Rodgers@deq.state.ms.us

### **By Mail:**

Mississippi Department of Environmental Quality  
Attn: Luis Murillo  
P.O. Box 2261  
Jackson, MS 39225-2261

### **By Delivery:**

Mississippi Department of Environmental Quality  
Attn: Luis Murillo  
515 E. Amite Street  
Jackson, MS 39201

**FUNDING OPPORTUNITY ANNOUNCEMENT**  
**MISSISSIPPI DEPARTMENT OF ENVIRONMENTAL QUALITY**  
**515 E. AMITE STREET**  
**P.O. BOX 2261**  
**JACKSON, MS 39225**

Notice is hereby given that the Mississippi Department of Environmental Quality (MDEQ) is soliciting grant proposals from eligible local government entities for the establishment of new cooperative recycling systems and/or the improvement or expansion of existing cooperative recycling systems to encourage and increase recycling in the State of Mississippi. The total amount of funds available in this solicitation is \$1,000,000. Grants of up to \$400,000 will be made available to provide funding support to regional recycling cooperative projects conducted by municipalities, counties, regional or local solid waste management authorities, local government recycling cooperatives, local government solid waste districts and/or other multi-county/municipal organizations for the purpose of cooperatively participating in the collection, processing and marketing of recyclables. These grants are being made to assist the State's communities in achieving the state waste reduction and recycling goal of 25%. Applications will be received at the offices of the MDEQ until **5:00 p.m., Friday, December 6, 2013**. Grant applications received after this deadline will not be considered for funding in this funding cycle.

The Funding Opportunity Announcement including the specifications and forms for the grants may be obtained at the following website:

<http://www.deq.state.ms.us/recyclinggrants>

In addition, the specifications and forms may be obtained from the Mississippi Department of Environmental Quality by contacting Luis Murillo or Denise Rodgers by any of the following means:

**By telephone** at (601) 961-5171,

**By mail** at P.O. Box 2261, Jackson, Mississippi 39225,

**By fax** to (601) 961-5785,

**By email** to: [Luis\\_Murillo@deq.state.ms.us](mailto:Luis_Murillo@deq.state.ms.us) or [Denise\\_Rodgers@deq.state.ms.us](mailto:Denise_Rodgers@deq.state.ms.us), and

**By visiting our office at:** 515 E. Amite Street, Jackson, Mississippi 39201

Please bring the foregoing to the attention of persons whom you know will be interested.

TRUDY FISHER  
EXECUTIVE DIRECTOR  
MISSISSIPPI DEPARTMENT OF  
ENVIRONMENTAL QUALITY

**ATTACHMENT A**  
**MISSISSIPPI DEPARTMENT OF ENVIRONMENTAL QUALITY**  
**LOCAL GOVERNMENT RECYCLING COOPERATIVE GRANTS**  
**APPLICATION FORM**

1. Name of Applicant \_\_\_\_\_
2. Address of Applicant \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_
3. Telephone No. of Applicant \_\_\_\_\_
4. Contact Person \_\_\_\_\_
5. Address of Contact Person \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_
6. Telephone No. of Contact Person \_\_\_\_\_
7. Email Address of Contact Person \_\_\_\_\_
8. Federal Employee Identification Number \_\_\_\_\_
9. Descriptive Title of Project/Program \_\_\_\_\_  
\_\_\_\_\_

10. List all political subdivisions which the cooperative project/program will serve and the total population of each. (e.g. counties, cities, etc ). Attach additional pages where necessary:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

11. Is the Applicant in violation of or delinquent on, any condition of a previously awarded grant or loan from the MDEQ or a Federal agency? \_\_\_\_\_ yes \_\_\_\_\_ no (If yes, please attach an explanation)

12. Certification

To the best of my knowledge and belief, I certify that the information provided in this application (including attachments) is true, accurate, and correct. I further certify that I possess the authority to apply for this grant on behalf of the Applicant.

\_\_\_\_\_  
Name of authorized representative (Please type or print)

\_\_\_\_\_  
Signature of authorized representative

\_\_\_\_\_  
Title of authorized representative (Please type or print)

\_\_\_\_\_  
Date

**ATTACHMENT A-1**  
**MISSISSIPPI DEPARTMENT OF ENVIRONMENTAL QUALITY**  
**LOCAL GOVERNMENT RECYCLING COOPERATIVE GRANTS**  
**APPLICATION FORM**

1. Grant Applicant: \_\_\_\_\_
2. Please indicate the total amount of grant funds requested: \$\_\_\_\_\_. Using Attachment A-2 of the application form, attach a detailed budget for the proposed project/program and a description of any other proposed matching funds contributed to the project through other grants or other funds by the grant applicant or participating communities. Please enclose and provide documentation or information sufficiently justifying the costs proposed.
3. If the project involves an existing regional cooperative entity/organization or involves the establishment of a new regional cooperative entity/organization, please provide a copy of the articles of incorporation or other documentation that the organization has followed appropriate legal requirements in becoming established. If no such regional organization exists, skip to Number 4.
4. If the project involves a hub and spoke arrangement, please provide a copy of any and all inter-local agreements, letters of support, memorandums of participation or other documents demonstrating the cooperative efforts between the local governments participating in the project.
5. Please provide a detailed narrative of the proposed recycling project including at a minimum, a description of the recycling collection and processing system, the integral personnel involved in directing the project, the goals of the project and anticipated outcome of the project.
6. Please identify any known locations selected for recyclable material collection and/or processing sites/facilities. Please identify the need for any local, state, and/or federal permits or approvals that may be required to conduct the project at these sites. These permits may particularly be necessary for projects that propose new construction.
7. Please provide a detailed discussion of the ability of the project to satisfy the preference factors described in part VII of the FOA.
8. Please describe how the technical and economic aspects of the project will be sustained beyond the grant project dates.
9. Please provide any and all other forms, documents and supporting information that may be necessary to complete this application or that may be required by the Department of Environmental Quality.

**Mississippi Department of Environmental Quality**  
**Solid Waste Policy, Planning & Grants Branch**  
**P. O. Box 2261, Jackson, MS 39225**  
**Phone: 601-961-5171/Fax: 601-961-5785**

**ATTACHMENT A-2**  
**MISSISSIPPI DEPARTMENT OF ENVIRONMENTAL QUALITY**  
**LOCAL GOVERNMENT RECYCLING COOPERATIVE GRANTS**  
**APPLICATION FORM**

1. Grant Applicant: \_\_\_\_\_
2. Please check one or more of the following activities which the applicant intends to conduct with the requested funds and include the amount of the total funds needed to conduct each activity. Please attach a fully detailed breakdown for each activity on how the funds will be used, such as each piece of equipment, personnel, each facility to be constructed, etc). For any proposed personnel costs, be sure to specify the matching funds to be provided.

		Grant Funds Requested
<input type="checkbox"/>	A. Design/Develop Recycling System/Program	\$ _____
<input type="checkbox"/>	B. Facility/Site Construction Costs	\$ _____
<input type="checkbox"/>	C. Transportation Costs	\$ _____
<input type="checkbox"/>	D. Personnel Costs	\$ _____
<input type="checkbox"/>	E. Equipment Costs	\$ _____
<input type="checkbox"/>	F. Public Education/Outreach Costs	\$ _____
<input type="checkbox"/>	G. Other Recycling System Costs	\$ _____
<input type="checkbox"/>	H. Grant Administration Costs	\$ _____
	<i>(Note: No more than 3% of the grant funds may be used for administration of the grant.)</i>	
	<b>TOTAL FUNDS REQUESTED</b>	<b>\$ _____</b>

**Mississippi Department of Environmental Quality**  
**Solid Waste Policy, Planning & Grants Branch**  
**P. O. Box 2261, Jackson, MS 39225**  
**Phone: 601-961-5171/Fax: 601-961-5785**