

2025 GRANT ALERT

The Ozark Rivers Solid Waste Management District has announced the availability of approximately \$150,000.00 in grant funds available for solid waste reduction projects within the seven county areas that the district serves, pending the Missouri Department of Natural Resource (MDNR) official award letter. Entities within Crawford, Dent, Gasconade, Maries, Phelps, Pulaski and Washington counties are eligible for these funds, including businesses providing significant services within these counties.

This information packet is provided for your review. A grant workshop will be held on July 24, 2024, from 10:00 a.m. to Noon at the MRPC office in St. James Mo. **Proposals are due by 12:00 noon on Friday, August 16, 2024.** Please send applications to Ozark Rivers Solid Waste Management District, 4 Industrial Drive, St. James, MO 65559 or drop them off at the office between 8:00 a.m. and 4:30 p.m.

The grant packet changes to some degree each year. Please read the entire grant packet before preparing your application. If you have questions regarding this packet, please contact Tamara Snodgrass or Jill Hollowell at (573) 265-2993 or email us at tsnodgrass@meramecregion.org or jhollowell@meramecregion.org.

All grant packets are printed on 30% post-consumer recycled content and applicants are encouraged to use recycled paper for their submitted documents too.



Ozark Rivers Solid Waste
Management District



MISSOURI
DEPARTMENT OF
NATURAL RESOURCES

This project is funded through a grant provided by the Missouri Department of Natural Resources.

OZARK RIVERS SOLID WASTE MANAGEMENT DISTRICT DISTRICT GRANT FUNDS

Major revisions to Missouri's Solid Waste Management Law (Senate Bill 530) became effective in August 1990. The intent of this legislation was to provide clear direction to Missourians on solid waste management practices they need to implement in order to reach and maintain a 40-percent or more reduction in the amount of solid waste through diversion of what is normally sent to a landfill. This diversion can be achieved through rethinking, refusing, repurposing, repairing, reducing, reusing, letting organic materials rot and of course, proper recycling with minimal contamination.

The Ozark Rivers Solid Waste Management District (Ozark Rivers SWMD) was formed and officially recognized by the Missouri Department of Natural Resources in November 1991. The district includes the counties of Crawford, Dent, Gasconade, Maries, Phelps, Pulaski and Washington and their respective cities.

The district's responsibilities include the development of a solid waste plan that will accomplish a 40-percent reduction in solid waste generated for disposal in this area. Such a reduction requires the cooperation and participation of all member counties, cities, and communities. The development of private businesses and industries manufacturing goods made from recycled materials or closing their manufacturing loop through sustainable material management (SMM) will be encouraged.

A major provision included in Senate Bill 530 was the creation of financial incentives designed to stimulate resource recovery within the state. The source of these funds are a \$2.11 per ton tipping fee levied at solid waste sanitary landfills and \$1.40 per ton fee from demolition landfill operators. A solid waste management fund was created for the fees collected from these permitted solid waste management facilities. The Department of Natural Resources' Solid Waste Management Program administers this fund.

There are two mechanisms through which citizens, businesses, and organizations of Missouri can obtain funding for solid waste management activities. These include:

Market Development: Funds for the purchase of equipment to manufacture recycled-content products or to process recovered materials through Environmental Improvement and Energy Resources Authority (EIERA). For more information, call Angie Powell at (573) 751-4919 or by email at Angie.Powell@eiera.mo.gov and you may also visit their website at eiera.mo.gov.

Solid Waste Management Districts/Counties/Cities: Funds to solid waste management districts and the cities and counties within the district for activities that implement their solid waste management plans. Up to fifty percent (50%) of the grant money available to a district within a fiscal year may be allocated for district operation and plan implementation projects and at least fifty percent (50%) shall be allocated for projects of cities and counties within the district.

This packet provides detailed information on the grant funds available for solid waste management district counties, cities, schools and organizations - private, for-profit and non-profit that will:

1. Promote waste reduction, reuse or recycling throughout the district, or
2. Provide recycling, composting, or special collection services in the ORSWMD district, or
3. Improve the handling of hard to recycle items and develop alternatives, or
4. Improve the handling of items banned by MO law from landfills, or
5. Develop new or improved programs that will reduce the generation of solid waste, or
6. Create new markets or improve markets for recovered resource materials.

The requirements and the evaluation criteria developed for this packet were based on the administrative rule, 10 CSR 80-9.050. Copies of Missouri's Solid Waste Management Law or the above mentioned administrative rules for Section 260.335 are available from the Missouri Department of Natural Resources, Division of Environmental Quality, Solid Waste Management Program at (800) 361-4827 or on the web at www.sos.mo.gov/adrules/csr/current/10csr/10c80-9.pdf or contact

Meramec Regional Planning Commission
4 Industrial Drive, St. James, MO 65559
(573) 265-2993

Projects that are awarded financial assistance through this fund must be included in or benefit the Ozark Rivers Solid Waste Management District's solid waste management plan. The project should also help the district achieve its goal to reduce the amount of waste generated for disposal.

Grant Timeline

07-08-24	Written notice to all governing officials of each county and city with a population over 500 and publication of a notice in the officially designated newspaper for public notices for every county and city with a population over 500 within the district.
07-24-24	10:00 a.m. – Noon: pre-application workshop at MRPC, 4 Industrial Dr., St. James, MO 65559. RSVP to Jill Hollowell at jhollowell@meramecregion.org or Tammy Snodgrass at tsnodgrass@meramecregion.org or by calling 573 265-2993. This workshop is optional to grant applicants and open to those considering an application for the 2025 grant round.
08-16-24	Proposal deadline at 12:00 noon.
08-13-24	Grant committee review of applications.
11-01-24	Notification to the Missouri Department of Natural Resources of selected projects. Review of approved project proposals and district rankings by Missouri Department of Natural Resources staff. MDNR reviews projects.
12-15-24	Ozark Rivers SWMD to proceed with the award negotiations and financial assistance agreements.
TBD	Grant workshop, required for all grant recipients, to be scheduled for Feb. 2025.
01-01-24	Project may begin (pending final approval from MDNR).
04-15-24	First quarterly report is due and quarterly thereafter until the end of the project.
12-31-24	Project ends for projects that do not include equipment purchases of \$5,000 or more.
01-15-25	Final report due for projects that do not include equipment purchases of \$5,000 or more.
02-15-25	Final financial documentation for reimbursement due for projects that do not include equipment purchases of \$5,000 or more.
06-30-25	Project ends for 18-month grant period for projects that include equipment purchases of \$5,000 or more.
08-15-25	Final financial documentation for reimbursement due for 18-month grant period for projects that include equipment purchases of \$5,000 or more.
07-15-25	Annual diversion reports due for projects that include \$5,000 or more in equipment through 7-15-29 purchases.
06-30-30	Security interest expires date or 5 years from date of invoice, whichever date is later on projects that include \$5,000 or more in equipment purchases.

Application Process

Potential applicants are encouraged to review the district's goals and targeted materials list included in this packet. Submitting applicants should notify the district's administrative staff in advance of an application submission. Staff can assist with contacting an Ozark Rivers board member so that the applicant can inform them of the project's scope. Applicants must document their contact with an Ozark Rivers board member by submitting the board member's name and the date of the contact and submit the contact documentation with their grant application. Board members will then be able to provide information on your project during the grant application review process.

Applicants are ineligible if they are directly involved in the selection and award of financial assistance under the administrative rule, 10 CSR 80 - 9.050, or have a conflict of interest in the selection and receipt of such assistance. For the purpose of this application, a conflict of interest occurs when an applicant's employee, spouse or partner participates in the selection, award or administration of financial assistance under 10 CSR 80-9.050, and receives an award, contract, gratuity or favor from such participation.

Grant moneys will only be available for projects aligning within the district's goals and targeted materials list included in this grant packet or on our website at ozarkrivers.org. No grant funds will be made available for incineration without energy recovery or solid waste disposal projects.

All applicants are required to submit a proposal that will be evaluated on merit and applicability to the district's goals. The district prefers grant requests of \$10,000 or less.

Requirements for Approved Projects

1. Costs

Eligible costs include (but may not be limited to):

- A. Collection, processing, manufacturing or hauling equipment;
- B. Materials and labor for construction of Buildings (property ownership information required).
- C. Engineering or consulting fees;
- D. Salaries and related fringe benefits directly related to the project;
- E. Equipment installation costs including installation, freight or retrofitting of the equipment;
- F. Development and distribution of informational materials;
- G. Planning and implementation of informational forums including, but not limited to, workshops;
- H. Travel necessary for project completion;
- I. Overhead costs directly related to the project
- J. Laboratory analysis costs.
- K. Professional services

Ineligible costs are those, which district grants will not cover. They include:

- A. Operating expenses, such as salaries and expenses that are not directly related to district operation or project activities;
- B. Costs incurred before the project start date or after the project end date;
- C. Taxes;
- D. Legal costs;
- E. Contingency funds;
- F. Land acquisition;
- G. Gifts;
- H. Disposal costs, except for projects as indicated in paragraph (2)(B)6 of 10CSR 80.9;
- I. Fines and penalties;
- J. Food and beverages for district employees, board members, or subgrantees at non-working meetings;
- K. Memorial donations for board members, district employees, or subgrantees;
- L. Office decorations, except as indicated in paragraph (3)(A)(4) of 10CSR 80.9 or
- M. Lobbyists, pursuant to section 105.470 RSMO.

3. Financial Assistance Agreement

After the selection process is completed, the district will submit the selected projects to MDNR for approval. Only MDNR approved projects may enter into a financial assistance agreement (FAA). A required workshop will be provided for all grant recipients and specifically the designated person who prepares the reports and reimbursement documentation shall attend. The workshop will review the financial assistance agreements, appropriate record keeping, reimbursement invoicing for payment—including what kind of documentation is required and quarterly and final reporting requirements.

Before awarding funds to eligible applicants, the recipients must demonstrate and complete submission of all required documents:

All applicable federal, state and local permits, approvals, licenses or waivers required by law and necessary to implement the project have been or will be obtained.

Written disclosure of notification of violations (NOVs), federal or state, within the last ten years.

Demonstrate compliance with state sales and withholding tax laws by submitting a 'Vendor No Tax Due' certificate.

Complete E-Verify enrollment or submit an annual renewal document.

Submit a copy of a completed Federal W-9 form if you have not previously submitted one to the district.

4. Accountability

Projects receiving financial assistance **will be reimbursed** after all required documentation, as specified in the financial assistance agreement (FAA), is submitted by the applicant. Accounting records must be supported by source documentation such as cancelled checks, invoices, payroll summaries, time and attendance records, contract and subgrant award documents. Appropriate electronic verification of cleared checks may also be considered source documentation in lieu of actual cancelled checks. Additionally, projects receiving financial assistance shall comply with the reporting requirements specified in 10 CSR 80- 9.040 and in the FAA. These include:

- Submitting quarterly and final reports,
- Maintaining an accounting system and equipment management system,
- Follow procurement standards,
- Retaining all records and supporting documents for three years after project ends OR litigation, claim, negotiation, audit or when the security interest period ends.
- Granting to the district, its successors and assigns a security interest in all equipment purchased or in all building or site improvements purchased or constructed for \$5,000 or more, in whole or in part with Solid Waste Management Fund (SWMF) monies for a minimum of five years.

Applicants will be strongly encouraged to use minority owned businesses, recycled paper products and to purchase goods and services locally or in the U.S.A.

5. Time Period

Funding may be requested for periods of up to 12 months with an extension, upon request, for an additional 12-18 months. When equipment is purchased with grant money, diversions must be reported for four consecutive quarters. The project will span an 18-month period to allow time for equipment procurement and installation. The grantee will be required to report diversion rates for an additional four years after the grant closes if a project includes \$5,000 or more in equipment purchases or site improvement.

If a project purchases equipment and supplies, such as bins, containers, and composters, the subgrantee may be required to report diversion rates for four quarters regardless of the grant amount. Applicants must state clearly how tonnage diverted will be measured. When estimating tons diverted, include only the tons that will be diverted because of grant funds. Do not include tons that are currently being diverted. For example, if applicant currently recycles 30 tons of textiles, estimate how much additional tonnage the applicant expects to recycle if grant funds are awarded.

Activities must be completed within the time frame specified in the grant award or immediately communicated to the District if there is cause for delay. In the event the project is unable to close within the original specified time frame, a formal request for an extension may be filed with the district at least 45 days before the end of the grant period.

If grant reports are not submitted on time, or are incomplete, the grant will be suspended, and a financial penalty will be assessed. If a grant project proves to be unsuccessful and closes, grant purchased equipment and supplies may be moved by the District to another project.

Proposal Requirements

Submittal of Proposal

Deadline Date: 12:00 noon on August 16, 2024

Be sure there are two unique signatures, one from the official authorized to sign for the project and one from the project manager. You must submit an original plus one copy of the grant application, single-sided with all supporting documentation, such as a memo stating that you met with an Ozark Rivers SWMD board member and discussed your grant project with them, letters of support from project contractors, procurement estimates, or letters documenting ordinance compliance.

If the application is faxed in order to meet the deadline, please mail the original documents plus one copy. With prior approval, electronic files may be submitted when specific instructions for naming conventions are strictly followed. It is highly recommended to confirm receipt of your faxed or emailed application.

Mail, email or deliver your proposal packet to:

Ozark Rivers SWMD Grants
4 Industrial Drive, St. James, MO 65559
Attn: J. Hollowell
or by fax at 573-265-3550, or by email at jhollowell@meramecregion.org

All proposal packets must be received by 12:00 noon on August 16, 2024, to qualify for a district grant. Proposals received after the deadline shall be returned to the applicant and shall not be considered for submission.

Proposal Content and Supporting Documents

PLEASE NOTE: All applications must include the following items. These must be received prior to the deadline to be eligible to receive a district grant. Applications that do not include all of the required documentation will not be considered for funding. All pages of application must be numbered (hand-written is fine) and page numbers must be noted on the application checklist. (PowerPoint submissions are not acceptable)

1. **District Grant Application Checklist: Complete all required documentation and place the checklist at the back of your packet.**
2. **District Subgrantee Budget Form and Additional Project Information Form (Exhibit I)**
 - a. Applicant certified all information is true and conforms to the requirements.
 - b. Authorized applicant official signature provided.
3. **Executive Summary**

Provide a narrative of no more than two pages that summarizes and describes the proposed project and its objectives. It should include reference to the District Grant Goals/Target Materials Priority Listing (included) and the component it applies to, if applicable.

The executive summary must also include the following sections:

- Introduction.
- Project Description — Explain why there is a need for the project, its current status, targeted clientele, and the approximate geographic area that will benefit from the proposed project.
 - Indicate the amount and type of waste reduction, recycling materials that will be recovered or diverted from the waste stream and explanation of how diversion will be measured.
 - Provide an estimated goal for diversion of each targeted material (For example: “This project’s diversion goal is to recover 10 tons of paper and 25 tons of cardboard in the first 12 months.”)
 - Describe the impact this proposed project has upon avoided costs (avoid cost of waste disposal vs. materials being recycled) within the affected area.
- Conclusion.

Important: any private business submitting a district grant application must demonstrate within the application how receipt of a grant from the district will not result in an unfair advantage over other business operating in the district.

4. **Location of Project**

This should include both the physical location of the project as well as the mailing address (this could be different from applicant’s address), and at least two contact persons, telephone numbers and email addresses.

5. **Work plan, Personnel and Timetable**

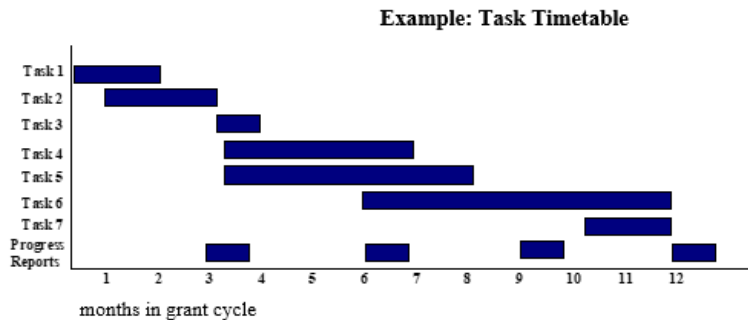
Scope of Work: Provide a narrative that identifies proposed starting and ending dates for project tasks. Show dates for completion of tasks by the managerial, operational and

technical staff. Specify personnel and training expenses to be covered as a result of the project receiving funds.

Work Plan or Timeline:

- A. Project tasks and descriptions (directly related to the project intent). Tasks need to be spelled out in detail with milestones. For example, if the project includes purchasing items, services or doing construction, it must thoroughly outline procurement activities. Those procurement activities must follow MDNR reimbursement procedures and General Terms and Conditions (copies of these documents can be found on the website <http://ozarkrivers.org>).
 - 1. The application must clearly state:
 - i. that the applicant will bid out purchases costing over \$10,000; construction milestones;
 - ii. that security interest listing the District will be filed appropriately;
 - iii. that any and all contracts or subcontracts will be submitted to the district and MDNR for prior approval.
- B. Resumes of key personnel are required that details their capabilities, their qualifications and previous experience
 - 1. Main key personnel involved in the project, resumes or relevant work history
 - 2. Project manager's qualifications (why this person is qualified to manage the project)
- C. Program income: if the project will generate income, how income will be returned to the project must be clearly stated.

Timetable: In a timetable show anticipated dates for major planned activities, expenditures, submittal of quarterly reports and the final report. Text or graph format is acceptable.



6. Estimate of Costs and detailed Line-item Budget

Complete the budget document found in Exhibit I. Itemize the estimated costs for conducting the project. Provide estimates for all major planned activities or purchases and provide supporting documentation of how each cost estimate was determined. Provide the dollar amount of the match (your contribution, if it applies), detail the type of match (cash or in-kind) and provide supporting documentation of this match. Provide supporting documentation for any item costing \$5,000 or more. There is a minimum of a 5-year security interest in all equipment purchases exceeding \$5,000 and the District shall be listed as the lien holder.

Expenses must be proposed and detailed in budget categories in Exhibit I; personnel, fringe benefits, contractual services, equipment, supplies, travel and other. Expenses or purchases greater than \$5,000 must be supported by documentation showing how each cost estimate was determined. Please clearly identify the appropriate budget line item to the supporting documentation.

The following are examples of cost in each category. **(Final percentages will be distributed at the July workshop as they are subject to change through MDNR)**

- Personnel: salaries must be broken down by position and translated into (one full time employee = 2,080 hours per year) FTE hours worked and rate of pay.
- Fringe benefits. DNR FY25 rate is 60.22% and may be revised in August. If grant funds will not be used for fringe benefits, please state so.
- Contractual services: professional services, consultant, bulk mailing, sign making, photography, other subcontractors. Projects that involve construction must follow the state and federal requirements including prevailing wages.
- Equipment: computer hardware, machinery, vehicle, copy machine.
- Supplies: office supplies for use in-house (project related), computer software, paper, pens and pencils. Promotional items must be nominally priced educational items containing recycled materials and shall not exceed 10% of the total grant project.
- Travel: mileage, lodging, meals. Must use the 2025 MDNR mileage rate, 67 cents per mile, and will be in-state travel only. Must provide details on meal costs that follow MDNR General Terms and Conditions and Reimbursement Procedures.
- Other: overhead (rent, utilities, phone), postage. Maximum allowable indirect cost is 24.48 percent of salary + fringe + supplies and this percentage is likely to be revised in August for the FY 2024. The FY2024 fringe rate is 60.22%.

Please keep in mind when you work your line-item budget that prior written approval from the district is required for cumulative transfers among line items when the accumulative amount of such transfers exceed or expects to exceed 10 percent of the total approved project budget. Note: If an application receives partial funding, the recipient may be asked to rewrite the executive summary and budget to adjust the grant scope to specifically address the awarded activities. Or the recipient may be asked to write a letter stating how the project may be implemented in lieu of the reduced funding.

7. Verification of Permits, Approvals, Licenses, Title, Security Interest or Waivers.

The applicant must verify that all applicable federal, state and local permits, approvals, licenses, security interest (i.e., UCC-1, certificate of title or deed of trust), or waivers necessary to implement the project have been obtained or applied for or will be obtained prior to entering into the financial assistance agreement with the district. If only applications for any or all of the instruments noted above have been made, the project may not be awarded until they have been obtained (i.e., waste oil, tires, and HHW projects). Information on needed state environmental permits can be obtained from the appropriate Missouri Department of Natural Resources programs.

E-Verify: If you have not already enrolled in E-Verify, federal work authorization program, you must do so online at the following address or call/email for information: http://www.dhs.gov/xprevprot/programs/gc_1185221678150.shtm
Phone: 888-464-4218 or by email at e-verify@dhs.gov)

Please submit the state form for Business Entity Certification (Boxes A, B, and C as applicable) and the Federal MOU.

For applicants that have previously submitted E-Verify forms to the district, please submit the annual renewal document or provide a screen shot from the E-Verify website showing a current status of enrollment.

8. Demonstration of Compliance with Local Zoning Laws.

The applicant must document inquiry and demonstrate compliance with local zoning laws. A copy of all necessary federal, state and local permits, approvals, licenses, or waivers must be submitted to the district.

9. Match Documentation if applicable.

Supporting documentation showing a commitment to the match amount is required. Match from another project cannot be used. Match must apply directly to the project for which funds are requested. Supporting documentation for match is as stringent as for reimbursement on the grant. Grant funds may be reduced if the applicant cannot adequately document the amount of match included in the application and financial assistance agreement. Match amount can only be captured when the expenses made follow all the same special terms and conditions as grant funds.

10. Project Evaluation Procedures

Provide a description of the evaluation procedures to be used throughout the project to measure the success of the project quantitatively and qualitatively. For example, if the project does not divert resource material, provide a description of the other methods that will be used to evaluate the project. Other measurables might include the number of collections events or the number of presentations. The number of printed fliers to be distributed is not a favored evaluation tool as there is no way of knowing if the flier is read or trashed.

11. Supporting Documents for total project including match/other funds costing over \$50,000.

Provide the following supporting documents **when applicable**:

A. Demonstrate technical feasibility by submitting:

- 1) A preliminary project design.
- 2) Engineering plans and specifications for any facilities and equipment required for a proposed project.

B. Financial report including:

1. A three (3)-year business plan. For projects involving recycling and reuse technologies, the plan shall include a market analysis with information demonstrating that the applicant has secured the supply of and demand for recovered material and recycled products necessary for sustained business activity
- 2) A description of project financing, including projected revenue from the project
- 3) A current credit history.
- 4) Up to three (3) years previous financial statements or reports.

C. All contracts (tentative and signed), purchase agreements or letters of commitment or other documents to indicate the stability of market sources of supply for materials and demand for products, if applicable.

12. Confidential Business Information and Availability of Information

If the applicant seeks confidential treatment of any information submitted/included in their application, a letter must accompany the application specifically setting forth the desired information to be kept confidential and the legal authority for such confidential treatment. Upon review of this letter by MDNR Legal Counsel, confidentiality will be granted or denied in accordance with Chapter 610, RSMo. However, if no claim accompanies the information received by the department, the information may be made available to the public without further notice to the person submitting it.

Exhibits

Refer to information in the following exhibits for additional guidance on preparing an application:

1. Subgrantee Budget and Additional Project Information Forms – Exhibit I *
2. Ozark Rivers Solid Waste Management District Grant Goals and Target Materials Listing
3. District Grant Contact Listing - Executive Board and MRPC Staff
4. Evaluation Criteria - This list describes the elements on which your application is judged. Review of this document may assist you with addressing these elements to achieve optimal award points.

*For an electronic and fillable Exhibit I Form visit: ozarkrivers.org

Applications are due by 12:00 noon on Friday, August 16, 2024.

Revised: 06-11-24

**OZARK RIVERS SOLID WASTE MANAGEMENT DISTRICT
2025 DISTRICT GRANT APPLICATION CHECKLIST**

Project Applicant: _____

YOU MUST COMPLETE THIS FORM (Except shaded areas) Put page number where document located or N/A if not applicable	See page#	District Personnel Verification Initials
1. District subgrantee budget form		
2. Applicant has certified all information is true and conforms to the application requirement and authorized applicant official signatures are provided.		
2a. Location of project and name, address and phone number (physical and mailing address) of the official subgrantee.		
3. Executive summary and reference to the district's goals and target materials priority listing and component to which it applies.		
4. A work plan or timeline: a.) project tasks and descriptions (directly related to the project intent); b.) key personnel involved in the project and their qualifications (why is this person qualified to manage the project); and c.) program income, clearly stated.		
5. Timetable showing anticipated dates for activities and expenditures NOTE: Reporting, procurement, reimbursement and evaluation must be listed on the timetable)		
6. Estimation of Costs and Line-item budget (Note: 1. Must include independent support of items \$5,000 and over in total cost 2. Please include a copy of your procurement policy if you have one.		
7. Verification of all federal, state and local permits, approvals, licenses, security interest or waivers (i.e., UCC-1, certificate of title, deed of trust, E-Verify) are either not needed or have been/will be obtained.		
8. Demonstration of Compliance with Local Zoning Laws.		
9. Match Documentation if applicable. Must delineate the percentages and dollar amounts of the total project costs for both grant funds and applicant contributions (match), as applicable.		
10. Project Evaluation Procedures describing both quantitatively and qualitatively how the success or benefit of the project will be measured		
11. Supporting Documents for total project including match/other funds costing over \$50,000.		
12. Confidential Business Information and Availability of Information		
13. Additional information for the projects over \$50,000: a.) Demonstrate technical feasibility by submitting: 1. A preliminary project design. 2. Engineering plans and specifications for any facilities and equipment. b.) Financial report including: 1. A three (3) year business plan. For projects involving recycling and reuse technologies, the plan shall include a market analysis with information demonstrating that the applicant has secured the supply of and demand for recovered material and recycled products necessary for sustained business activity. 2. A description of the project financing, including revenue from the project. 3. A credit history. 4. Up to three (3) years previous financial statements or reports.		
14. Documentation of contact with an Ozark Rivers SWMD board member		

Exhibit I
OZARK RIVERS SOLID WASTE MANAGEMENT DISTRICT
2025 DISTRICT SUBGRANTEE BUDGET FORM

(You must complete this form (except for shaded areas))

1.REGION IDENTIFICATION K		2.PROJECT NUMBER K2025-		3.PROJECT NAME	
4.NAME OF APPLICANT			5.FEDERAL ID OR SOCIAL SECURITY NUMBER		
6.ADDRESS (STREET, CITY, STATE, ZIIP, COUNTY)			7.TYPE OF ENTITY <input type="checkbox"/> Non-Profit <input type="checkbox"/> Individual <input type="checkbox"/> Public Entity <input type="checkbox"/> Business		
PROJECT INFORMATION					
8.Project Type: <input type="checkbox"/> Waste Reduction <input type="checkbox"/> Recycling <input type="checkbox"/> Composting <input type="checkbox"/> Market Development for Recyclables <input type="checkbox"/> Education <input type="checkbox"/> Plan Implementation					
9. See instructions on Form 780-1991 A. Estimated tonnage diverted _____ B. Other quantifiable measure _____ C. Jobs created by the project _____ D. Jobs retained by the project _____ or describe _____			10. SPECIFIC WASTE (white goods, oil, yard waste, tires, household hazardous waste, electronics, etc.)		
11. PROJECT SUMMARY DESCRIPTION: length 1,000 characters or less to be used for data collection, <u>Please submit as a separate digital file in an email and as an attachment with your grant submission. Please do not submit a PDF or PowerPoint file.</u> Use a file naming convention as follows: FY2025Applicant name, e.g., FY2025 CityofWaynesville.doc					
APPLICANT INFORMATION					
12. Official authorized to sign for the applicant			21. Project Manager		
13. Title			22. Title		
14.Address			24. Address		
15. City	16. State	17. Zip	24. City	25. State	26. Zip
18. Telephone with area code		19. Fax with area code	27. Telephone with area code		28. Fax with area code
20. E-mail			29. E-mail		
GRANT INFORMATION					
30. Amount awarded by district			32. Project start date*		
31. Amount of district match to be provided by applicant			33. Project end date		
HAS APPLICANT PREVIOUSLY RECEIVED GRANT FUNDING? List project number(s) and awarded/disbursed/carryover amount(s) for the past five (5) fiscal years.					
34. Project Number	35. Funding Awarded (\$)		36. Disbursed		37. Carryover

*Project cannot begin until final approval is provided by the Missouri DNR and the financial assistance agreement is signed. Contact the Ozark Rivers SWMD office before any expenditure is made to assure a project start date has been assigned.

Exhibit I (Cont'd).

1.REGION IDENTIFICATION K		2.PROJECT NUMBER K2025-		3.PROJECT NAME	
LINE ITEM	REQUESTED FUNDS	MATCH FUNDS	MATCH IN-KIND	TOTAL FUNDS	
4. PERSONNEL – List each employee paid with state grant funds.					
Example: John Doe, 2,080 hours @ \$15/hr.	\$31,200				
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
5. FRINGE BENEFITS (not to exceed 60.22%) subject to change					
	\$	\$	\$	\$	\$
6. CONTRACTUAL SERVICES – List each professional service being paid with state grant funds.					
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
7. EQUIPMENT – List equipment to be purchased with state grant funds and provide documentation for any item costing \$5,000 and over.					
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
8. SUPPLIES					
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
9. TRAVEL:					
In-state: \$.67 /mile	\$	\$	\$	\$	\$
Transportation	\$	\$	\$	\$	\$
Meals	\$	\$	\$	\$	\$
Lodging	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
Out-of-state: \$.49/mile	\$	\$	\$	\$	\$
Transportation	\$	\$	\$	\$	\$
Meals	\$	\$	\$	\$	\$
Lodging	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
10. OTHER – List all other items to be paid with state grant funds.					
Misc. Expense	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
11. TOTAL DIRECT CHARGES – Sum of 4 through 10					
	\$	\$	\$	\$	\$
12. INDIRECT CHARGES: identify rate as a percentage (%) – (not to exceed 24.48%) subject to change					
%	\$	\$	\$	\$	\$
13. TOTAL BUDGET – Sum of 11 plus 12					
	\$	\$	\$	\$	\$

Provide supporting documentation for any item costing \$5,000 and over.

Exhibit I (cont'd).
OZARK RIVERS SOLID WASTE MANAGEMENT DISTRICT
DISTRICT ADDITIONAL INFORMATION
PROJECT INFORMATION

1. Indicate any other affiliated local, state, or federal agencies involved in this project:

2. Use of Funds:

- | | |
|--|---|
| <input type="checkbox"/> Equipment and Associated Costs | <input type="checkbox"/> Professional Services |
| <input type="checkbox"/> Materials and Labor for Construction | <input type="checkbox"/> Salaries Directly Related to Project |
| <input type="checkbox"/> Overhead Costs Related to Project | <input type="checkbox"/> Travel Expense Related to Project |
| <input type="checkbox"/> Laboratory Analysis Costs | |
| <input type="checkbox"/> Development/Distribution of Educational Materials | |
| <input type="checkbox"/> Development/Implementation of Educational Forums | |
| <input type="checkbox"/> Other (Please Explain) _____ | |

3. Project Status. This project is:

- A current business expansion A new business
 A completely new venture for an existing business
 Other _____

4. Willingness to accept partial funding: Yes No

If yes, are you able to:

- 1) Reduce the scope of work to a lower grant award and still maintain a viable project?
Yes No
- 2) Are you able to provide additional funds to fully support the existing scope
Yes No

5. Job creation: Grantee project will

- Create how many jobs _____
 Retain how many jobs _____
 No change in job creation or retention.

6. By signing this document, the applicant certifies that all information provided in this grant application is true and conforms to the application requirements.

Printed name

Signature of Authorized Applicant Official

Date

Printed name

Signature of Authorized Applicant Official

Date

Exhibit II
Ozark Rivers Solid Waste Management District
District Grant Goals

The district has identified the following goals to govern the awarding of these funds.

- Promote environmentally sound alternatives to land filling of district waste.
- Encourage the development of local markets of recyclable materials.
- Encourage the development and growth of small businesses.
- Encourage partnerships between public and private entities or between political subdivisions.
- Promote the creation of jobs throughout the seven-county district.
- Promote waste reduction, recycling and resource recovery throughout the district.
- Provide recycling and special collection services to the residents of the Ozark Rivers region.

PRIORITIES FOR 2025 ORSWMD GRANT CYCLE

The district’s list of targeted materials is based on the state targeted materials list. In addition, Ozark Rivers SWMD has prioritized materials and project areas to address specific needs in the district — however all projects will be considered. Please visit our website at ozarkrivers.org for more recycling information.

High Priority	Medium Priority	Low Priority
Household Hazardous Waste*	Cardboard (OCC)	Ferrous Metals Old
Education	Plastics (#s 1 & 2)	Bi-metal containers
Scrap Tires	Plastics (#s 3-7)	Yard Waste
Paint	Old newspaper	Non-Ferrous Metals
Electronic/appliance scrap	Mattresses	Lead-Acid Batteries
Carpet and padding	Construction & Demolition	Waste Mixed glass
Organic Waste (food waste)		School lab waste
Textiles		Solar Panels
Batteries	For nonhazardous wastes from industrial, commercial, or institutional operations: priority level will be considered on a case-by-case basis.	Other paper (office, pasteboard, mixed paper, etc.)
Vape Devices		
Media Storage (VHS/CD)		
DVD, Flash Drives, etc.)		

* Household Hazardous Waste (HHW): includes household batteries, oil-based paints, waste oil, toxic household cleaners, pesticides/herbicides & fertilizers. Visit our website at www.ozarkrivers.org for a complete list of accepted materials.

Examples of applying the above categories into activities for 2025 grant projects:

- Education — Waste reduction and recycling education is integral to the district’s mission. This priority emphasizes the need to carry out educational efforts that raise awareness and increase participation in waste reduction, recycling programs and contamination reduction. Example: community or school-based food waste reduction program.
- End-Market Development — Projects that support the development of new markets and the expansion of existing markets for recovered materials generated in our region. Example: manufacturing of products from recycled materials.

Continued next page

Exhibit II (cont'd).

Examples of applying the above categories into activities for 2025 grant projects:

- Waste Reduction and Reuse — Projects which support waste reduction and reuse activities that include community-based projects that focus on repair services, lending libraries, and educational projects that teach waste reduction. Example: Fix-it clinics for repair of small appliances, lamps, and sewing.

Other Priorities:

- Hard-To-Recycle Items — Collection, processing, and end markets for hard-to-recycle materials. Examples include furniture, mattresses, carpet, rigid plastics (such as laundry baskets and toys), Styrofoam, ceramics, and porcelain.
- Organics Management —Organics refers to food waste generated by residences and businesses and landscape waste such as tree limbs, shrubbery, and leaves. Examples are projects that address infrastructure, residential and commercial collection, education on food waste diversion, and end markets for organics composting or the rescue of food that otherwise would be landfilled. Market development for organics may include landscaping, erosion control and carbon sequestration projects that use compost products. Projects may also address collection programs for food waste composting or develop pilot projects for school-based food waste reduction and composting activities.
- Construction and Demolition Waste — Projects which effectively address the diversion of construction and demolition materials or develop ways to incorporate the reuse of discarded construction and demolition materials into an existing business.
- Special Events/Business/ Multi-Family Dwelling Recycling — Improve access to recycling in multi- family buildings e.g., cardboard collection or reduce waste through wise purchasing, increase recycling with participation of businesses and community special events.

Please visit our website at ozarkrivers.org for a listing of previously granted projects or follow us on Facebook at ORSWMD.



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**Exhibit III
Ozark Rivers SWMD
District Grant Program
Contact Listing**

Please do not return these remaining pages with your grant application; they are for your information only.

Executive Board Members

Gary Larson, Chairperson
County Commissioner
400 N. Main St.
Salem, MO 65560
573-729-4144

Greg Parker
City of Salem
400 N. Iron,
Salem MO 65560
573-729-4811

Steve Vogt, Treasure
for the City of Belle
stevev65013@yahoo.com

Jesse Geltz
City of Hermann
1902 Jefferson St.
Hermann, MO 65041
573-486-5400

Gary Gilliam
for the city of Potosi
ggilliam506@gmail.com
(314) 550-7260

Richard Jensen
for Crawford County
Jax_Jensen@yahoo.com

Troy Porter, Secretary
for the city of Dixon
portert@windstream.net

Victor Stratman
County Commissioner
P O Box 205
Vienna, MO 65582
573-422-3388

To Be Determined
Fort Leonard Wood
DPW, Environmental
FLW, MO 65473

Roger Pankey
City of Rolla
2141 Old St James Rd,
Rolla, MO 65401
573-364-6693

Charles Bassett
Assoc. County Comm
301 Historic 66 East
Waynesville, MO 65583
573-855-7637

James Holland
Assoc. County Comm.
1902 Jefferson St.
Hermann, MO 65041
573-486-5427

James Fleming, Vice chair
for Phelps County
jimfleming16803@gmail.com

IMPORTANT: It is highly recommended that subgrantees contact an executive board member to inform them of a grant application and project goals. Making this contact will allow for greater awareness and it has potential for the ORSWMD representative to offer additional resources and support. **Submitting documentation of the contact with a board member may add 10 points to the grant score.**

MRPC Key Staff

Bonnie J. Prigge, Executive Director
Tammy Snodgrass, Assistant Director, and Environmental Programs Manager
Linda Loughridge, Fiscal Officer
Jill Hollowell, Environmental Programs Specialist

Revised: 03-18-2024

Reviewer's Name: _____

Reviewer's Signature _____

Exhibit IV: 2025 Project Evaluation Review Form
Ozark Rivers Solid Waste Management District - Grant Program

NOTE: This is an example of the form completed by grant reviewers, not to be submitted.

Project Title: _____

Organization Name: _____

City/County: _____

Amount Requested: \$ _____ Total Project Cost: \$ _____ Grant Match: _____ %

Primary Purpose of the Project: Waste Reduction Recycling Composting
 Market Development Education Other

Minimum Criteria for Funding Proposal: Projects scoring 70 percent or less in the evaluation process will not be considered for funding.

Criteria for Evaluation of Grant Proposals:

1. The need for the service, information or market. (Does the local jurisdiction, region or state need the service, information or market for the proposed project?)

Possible Points: 5 **Points Awarded: _____**

2. Selected financial ratios.

Possible Points: 5 **Points Awarded: _____**

3. Level of commitment for financing. (To what level has the applicant committed financial resources to the project outside of proposed grant funds.)

Possible Points: 5 **Points Awarded: _____**

4. Demonstrates cooperative efforts through a public/private partnership or among political subdivisions, as documented by letters of commitment, contracts or verifiable documents.

Possible Points: 5 **Points Awarded: _____**

5. Availability of feedstock. (If using recovered materials, is there enough volume of material available to carry out the project and has the applicant secured an adequate source to provide feedstock. This can also apply to educational projects e.g., determining a target audience.)

Possible Points: 5 **Points Awarded: _____**

6. Conformance with the integrated **waste management hierarchy** as described in the Missouri Policy on Resource Recovery. No grant funds will be made available for incineration without energy recovery or solid waste disposal (10CSR 80-9.050)

10 points The project is for waste and/or source reduction.
5 points The project is for collection/processing, market development or composting
2 points The project is for the recovery and use of energy from waste materials.

Possible Points: 10 **Points Awarded:** _____

7. Conformance with the District's **Targeted Materials List**.
- 10 points The project reduces or recycles high priority materials or is on the project list.
5 points The project reduces or recycles medium priority materials or is on the project list.
2 points The project reduces or recycles low priority materials or is on the project list.

Possible Points: 10 **Points Awarded:** _____

8. Degree to which the project contributes to community-based economic development. (For example – the number of jobs created or promoting economic development.)

Possible Points: 10 **Points Awarded:** _____

9. Degree to which the project promotes waste reduction or recycling or results in an environmental benefit related to solid waste management through the proposed process.

Possible Points: 10 **Points Awarded:** _____

10. Compliance with federal, state or local requirements. (For example –are there permits, licenses, security interest or waivers required and if so have they been/will be attained.)

Possible Points: 15 **Points Awarded:** _____

TECHNICAL FEASIBILITY

11. Transferability of results. (For example – can the project, if successful, be easily duplicated elsewhere?)

Possible Points: 5 **Points Awarded:** _____

12. Has the applicant included a plan for educating the public about their project or relative aspects of waste, reduction, reuse, repair, source reduction, collection, processing, recovery and/or use of energy of waste materials?

10 points The project identifies a specific component for educating the public about specific aspects of recycling/waste reduction.
5 points The project may have potential for education of the public, but no specific education component is included.
0 points The project is not designed for educational potential.

Possible Points: 10 **Points Awarded:** _____

13. Ability to implement the project. (Does the applicant have the expertise required to successfully complete the project.)

- 10 points The applicant or operator demonstrates the experience and training needed to implement the project.
- 5 points The proposal includes a means to obtain the training needed to implement the project.
- 0 points The applicant or operator does not demonstrate the experience and/or training needed to implement the project.

Possible Points: 10

Points Awarded: _____

14. Managerial ability of the applicant. (Does the applicant have the managerial expertise to complete the project and fulfill the reporting requirements of the grant.)

- 10 points The applicant has strong managerial qualifications for implementing the project.
- 5 points The applicant has acceptable managerial qualifications for implementing the project.
- 2 point The applicant has questionable managerial qualifications for implementing the project.

Possible Points: 10

Points Awarded: _____

15. Ability to implement in a timely manner. (Can the project be completed within the time constraints of the one-year grant period or 18 months if equipment is purchased.)

Possible Points: 10

Points Awarded: _____

16. Technical feasibility. (Is the applicant capable of carrying out the technical aspects of the grant and is the project using proven technology.)

- 10 points Project will provide new and useful technology for waste reduction or resource recovery efforts.
- 5 points Project may provide new and useful technology for waste reduction or resource recovery efforts.
- 0 points Project will provide relatively little new or useful technology for waste reduction or resource recovery efforts.

Possible Points: 10

Points Awarded: _____

17. Type of contribution by applicant. (What type of support is being provided by the applicant – in-kind, cash, infrastructure, etc.)

Possible Points: 5

Points Awarded: _____

18. Effectiveness of marketing strategy.

Possible Points: 10

Points Awarded: _____

19. Submission of documentation for contacting and informing an executive board member about the application submission.

Possible Points: 10 (contacted) or 0 **Points Awarded: _____**

20. Quality of budget. (How well thought out and complete is the budget. Have all aspects of the project been included in the budget and are all expenditures reasonable.)

Possible Points: 20 **Points Awarded: _____**

ADMINISTRATIVE CONSIDERATIONS – NEGATIVE POINTS

21. Degree to which funding to the project will adversely affect existing private entities in the market segment. (The application must include narrative that explains whether or not funding the project will adversely affect other existing private businesses and if so, to what degree)

Negative points

- 0 points - Project will not have a negative impact on existing entities.
- 5 points - Project will have minor negative impacts, and benefits significantly outweigh negative impacts.
- 20 points - Project will have a significant negative impact on existing entities, or the proposal does not address the issue.

Possible Negative Points: -20 **Points Removed: _____**

22. Past compliance with district grant rules rating:

Negative points

- 0 points - Applicant has demonstrated satisfactory compliance with district grant rules on previous grant project(s).
- 10 points – Applicant has demonstrated less than satisfactory performance in the administration of a previous grant project.
- 25 points - **Applicant failed to comply with district grant rules on previous grant project(s).**
- 50 points - Applicant has been convicted of defrauding the district or MMDNR or has failed to honor a previous contractual agreement with the district or MMDNR.

Possible Negative Points: -50 **Points Removed: _____**

23. Completeness of Application:

Negative points

- 0 points - Specified areas are complete and no additional data is required.
- 5 points - **Specified areas are substantially complete, but additional data is required before application can be submitted to MDNR.**
- 25 points - Specified areas are not complete and data provided is insufficient for consideration of the entire application.

Possible Negative Points: -25 **Points Removed: _____**

BONUS POINTS

24. Bonus Points. Reviewers may award up to 10 points for general attractiveness, innovation and applicability to district programs and plan.

Possible Points: 10

Points Awarded: _____

Total Points _____

Bonus Points _____

Grand Total _____

Percentage _____%

(The final score will be a percentage calculation based on applicable criteria)

Comments: