

RESOLUTION FOR A REGIONAL SOLID WASTE GRANTS PROGRAM

WHEREAS, Panola County authorizes the filing of a grant application with the East Texas Council of Governments for a regional solid waste grants program grant; authorizing County Judge Rodger G. McLane to act on behalf of Panola County in all matters related to the application; and pledging that if a grant is received Panola County will comply with the grant requirements of the East Texas Council of Governments, the Texas Commission on Environmental Quality and the State of Texas; and


WHEREAS, the East Texas Council of Governments is directed by the Texas Commission on Environmental Quality to administer solid waste grant funds for implementation of the East Texas Council of Government adopted regional solid waste management plan; and

WHEREAS, Panola County in the State of Texas is qualified to apply for grant funds under the Request for Applications; and


NOW, THEREFORE, BE IT RESOLVED, that the Panola County Commissioners Court in Carthage, Texas;

1. That County Judge Rodger G. McLane is authorized to request grand funding under the East Texas Council of Governments Request for Applications of the Regional Solid Waste Grants Program and act on behalf of Panola County in all matters related to the grant application and any subsequent grant contract and grant project that may result.
2. That if the project is funded, Panola County will comply with the grant requirements of the East Texas Council of Governments, Texas Commission on Environmental Quality and the State of Texas.
3. The grant funds and any grant-funded equipment or facilities will be used only for the purposes for which they are intended under the grant.
4. Activities will comply with and support the adopted regional and local solid waste management plans adopted for the geographical area in which the activities are performed.

PASSED, APPROVED AND ADOPTED this 24th day of September, 2024 in Open Court.



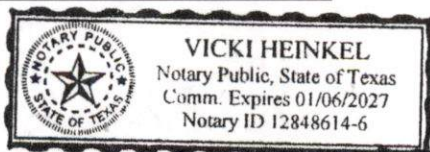
Honorable Billy Alexander
Commissioner, Precinct One

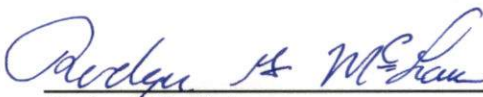


Honorable David A. Cole
Commissioner, Precinct Two




Notary

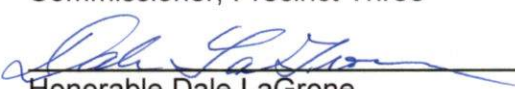




Rodger G. McLane
County Judge



Honorable Craig M. Lawless
Commissioner, Precinct Three



Honorable Dale LaGrone
Commissioner, Precinct Four

1-6-2027

Commission Expires

**FY 2025 SOLID WASTE GRANT
APPLICATION FORMS**

Please remember to make a copy of your application for your records. An electronic copy of the completed application should be submitted.

Funding for this program is provided through a grant from the TCEQ, under the authority of §361.014, Texas Health and Safety Code.

Applicable Statutes and Regulations

The conduct of projects funded under this program shall be in accordance with all applicable state and local statutes, rules, regulations, and guidelines. The main governing standards, include, but are not limited to, the following:

1. Section 361.014(b), Texas Health, and Safety Code;
2. Title 30 Texas Administrative Code Chapter 330, Subchapter O, TCEQ MSW Regulations (30 TAC Chapter 330, Subchapter O);
3. Chapter 14 of the TCEQ Regulations (30 TAC Chapter 14);
4. The Grant Contract between the Council of Governments and the TCEQ; and
5. Texas Grants Management Standard (TxGMS)

Schedule

August 12, 2024	Call for Applications Begins
August 21, 2024	Solid Waste Grant Application Workshop (Required)
September 13, 2024	Application Submittal Deadline (4 PM)
September 30-October 11, 2024	Private Industry Notification/Review/Public Review Period
October 29, 2024	Grant Project Presentations, Grant Award Recommendations
December 5, 2024	Grant Award Recommendations Submitted to ETCOG Executive Committee
December 2024	Recommended Projects Submitted to TCEQ for Review & Final Approval
January 2025	Anticipate Grant Contracts Signed and Projects Begin

Grant Contracts

- ❖ Grant recipients will be required to enter into standard legal Contracts with the ETCOG, to ensure that the approved work program of the project is followed. Among other provisions, the legal Contracts will include the following:
- ❖ Grant funding will be provided on a reimbursement basis only, and all requests for reimbursement must be handled through the ETCOG.
- ❖ Grant recipients must agree to provide data related to the results of the project to the ETCOG and/or the TCEQ. As appropriate to the project, the grant recipient will also be asked to commit to monitoring the results of the project beyond the grant term, and periodically provide the ETCOG and/or the TCEQ additional reports on the status of the project.
- ❖ Grant Recipients must agree to Third Party Intellectual Property Licenses. TCEQ and its affiliated entities, including, but not limited to, grantees or contractors, may use, reproduce, publish, or modify intellectual property or other items or data that are developed under this Contract with TCEQ funds, whether fully- or partially funded with TCEQ funds. Examples of intellectual property or other items or data include, but are not limited to, logos, mottos, surveys, graphics, and reports.
- ❖ Grant recipients must agree to allow staff of the ETCOG and/or the TCEQ to perform on-site visits to monitor the progress of projects.
- ❖ Grantees must agree to maintain during the Contract Period adequate insurance coverage sufficient to protect ETCOG and the TCEQ from all claims and liability for injury to persons and for damage to property arising from the Contract. Unless specifically waived by the TCEQ, sufficient coverage shall include Workers Compensation and Employer's Liability Insurance, Commercial Automobile Liability Insurance, and Commercial General Liability Insurance. The insurance policies do not need to name TCEQ and ETCOG specifically. TCEQ and ETCOG only need to be part of the groups that would be covered more broadly, however that is defined in the insurance policy. Copies of insurance will be required with reimbursement paperwork.

REQUIRED ATTACHMENTS TO THE APPLICATION

1. **A Notarized Resolution** by the Applicant's governing body authorizing the submission of the application. (Example included on page 22) If unable to submit at the time of application, it must be submitted no later than the day of project presentations.
2. If indirect costs are included in the project budget, attach the Applicant's latest **indirect cost allocation plan**, including documentation of approval of the plan and the indirect cost rate by the Applicant's Federal Cognizant Agency or State Coordinating Agency.
3. If applicable, attach any **written comments submitted by private industry** (*see instructions for Form 5 & 5a*).
4. If the Applicant is a law enforcement entity, and if **compliance with TCLEOSE rules is still pending**, attach a certification from TCLEOSE to indicate that the Applicant is in the process of achieving compliance with the rules.
5. **Certifications and Assurances** (included on pages 19-21)

**East Texas Council of Governments
 FY 2024 REGIONAL SOLID WASTE GRANTS PROGRAM
 FORM 1. APPLICATION INFORMATION AND SIGNATURE PAGE**

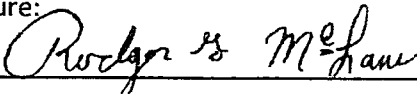
Applicant: Panola County	Funding Amount Proposed: \$ 10,500
Address: County Courthouse 110 Sycamore St. Carthage, TX 75633	Phone/Fax/Email : Ph: (903) 693-6634 Email: kperot-vance@carthagetexas.com
Contact Person : Keri Vance	Date Submitted: 9-13-2024

Select Project Category/s.

- Local Enforcement
- Litter and Illegal Dumping Cleanup and Community Collection Events
- Source Reduction and Recycling
- Local Solid Waste Management Plans
- Citizens' Collection Stations and "Small" Registered Transfer Stations
- Household Hazardous Waste (HHW) Management
- Technical Studies
- Educational and Training Projects

Signature

By the following signature, the Applicant certifies that it has reviewed the certifications, assurances, and deliverables included on pages 19-22 in this application, that all certifications are true and correct, that assurances have been reviewed and understood, and that all required deliverables are included with this application. By submitting this application, you agree to adhere to the provisions of the Texas Grants Management Standard (TxGMS) issued by the Texas Comptrollers of Accounts in regard to the use of these funds. Use the following link to access the Texas Grants Management Standards. [Texas Grants Management Standards](#)

Signature: 	Title: County Judge
Typed/Printed Name: Rodger McLane	Date Signed: 9/13/2024

FOR USE BY ETCOG

Date application was received: _____

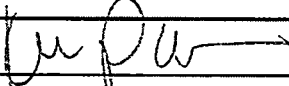
Does the application meet all of the required screening criteria: _____ Yes _____ No?

Is the application administratively complete: _____ No

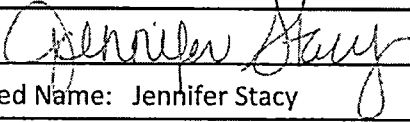
FORM 2. AUTHORIZED REPRESENTATIVES AND RECORDS LOCATION

The Applicant hereby designates the individual(s) named below as the person or persons authorized to receive direction from the ETCOG, to manage the work being performed, and to act on behalf of the Applicant for the purposes shown:

- 1. Authorized Project Representative.** The following person is authorized to receive direction, manage work performed, sign required reports, and otherwise act on behalf of the Applicant.

Signature:	
Typed/Printed Name:	Keri Perot-Vance
Title:	Executive Director, Panola County Chamber of Commerce
Date:	9/13/2024

- 2. Authorized Financial Representative.** In addition to the authorized project representative, the following person is authorized to act on behalf of the Applicant in all financial and fiscal matters, including signing financial reports and requests for reimbursement.

Signature:	
Typed/Printed Name:	Jennifer Stacy
Title:	County Auditor
Date:	9/13/2024

- 3. Records Location.** Please designate the location where grant records will be located for record access and review.

Location Name:	Panola County Auditor Records - Room 213A
Street Address:	Panola County Courthouse: 110 Sycamore
City, State, Zip Code:	Carthage, TX 75633

FORM 3a: PROJECT SUMMARY/DESCRIPTION

Note that the project summary is based on the scoring criteria stated in the Request for Application. Please refer to the specific questions listed in the scoring criteria when completing the project summary.

Project Summary/Description (add additional pages as necessary:

Project Title: Illegal Dumping and Hazardous Waste Awareness:

Panola County is a rural county of 22,667 people and the county seat is the city of Carthage with a population of 6,562 (2022 census). We have a transfer station located in Carthage that sorts metal, wood, and furniture (especially mattresses) from household garbage. Carthage Metal Recycling located just south of Carthage pays for recycled metal. A fee-based Sharps Compliance facility is next to the transfer station to handle medical waste from our local hospital, college, and clinics.

Many businesses must pay to transport other types of waste to facilities in other counties. Beyond the three formal services, there are no specific ways to recycle locally, and many items, such as tires, chemicals, and electronics end up in household garbage or dumped on public or private land.

Illegal dumping includes tires, landscape waste, construction debris, appliances, furniture, household garbage, chemicals, batteries, and fluorescent lights. Household hazardous waste (HHW) includes among other things, paint, pesticides, batteries, and electronics.

The number one issue of illegal dumping in Panola County is tires and the second issue is landscape waste. Another type of illegal dumping is household garbage that may include electronics and batteries. The *Clean Up Panola County Day* already collects an average of 40 cubic yards of garbage from the roadways, in addition to what is picked up by the county road crews on a regular basis.

The Need: We need an educational program to make citizens and businesses aware of the Texas laws, regulations, and penalties regarding illegal dumping and hazardous waste such as paint and solvents. All citizens need to be aware of the consequences of waste and how to help in the effort to keep our county clean and hazard-free. We also need to support community efforts to recycle such as the Panola Robotics group that collects and recycles small electronic items.

If funded, a committee led by the Panola County Chamber of Commerce including government representatives, businesses, and concerned citizens will provide education to the county during the grant period. The Chamber of Commerce will also sponsor a demonstration electronics and tire recycling event. By providing education throughout 2025 and hosting a demonstration event in conjunction with our annual *Clean Up Panola County Day*, we hope to have a long-term impact on illegal dumping and HHW. As we support local efforts, we hope they will become sustainable and incorporated by governments and civic groups within our community.

We plan to use the resources offered through ETCOG and TCEQ for digital and print education. Promotional efforts will include the Chamber of Commerce website and other social media such as the Facebook site, *Plenty to Do In Panola County*. Local publications in Panola County such as *East Texas Crossroads*, and the *Panola Watchman*, have agreed to provide advertising and education for this project. Our local radio station will provide ads and we will contact local television stations such as KLTV and KSLA to promote the education and event day with local news stories and public service ads.

County and city officials will be involved in all phases of the education and will be encouraged to sign up for free training offered by ETCOG and ultimately develop local policies for long term planning.

Clean up Day and Demonstration Project: The annual *Panola County Clean Up Day* is sponsored by the Panola County Chamber of Commerce and held on the premises of the COC in the parking lot behind the building. A risk assessment has been conducted and the COC carries liability insurance that covers all such events that take place at the facility.

The highlight of the project will be the Demonstration Project for electronics and tire recycling on *Clean Up Day*. The Panola Robotics Group is a local group of students who are committed to recycling small electronics such as phones, tablets, and ink jet cartridges. They provide drop-off locations throughout the community, then store and process the items to ship to various vendors who accept the products. Some vendors only provide free shipping and others provide a small amount of money that is used to fund the Robotics Club.

On *Clean Up Day* the group plans to collect larger items such as laptops to demonstrate the ability to provide such a service. The number of participants will be limited so as not to overwhelm the group. The funding for this project will support an expansion of collection equipment in Panola County and allow the club to provide more locations and collect more items.

Two tire businesses will be present on Clean Up Day to collect tires for recycling. The businesses will cover the fees to recycle the tires as in-kind. The goal is to raise awareness of illegal dumping and promote the idea of recycling responsibly.

Small Business Training: A training opportunity for businesses will be held at a local venue. Businesses will be invited to attend a one-day workshop hosted by the county and the Chamber of Commerce. The goal of the workshop is to promote ideas and collaborations in the community to address illegal dumping and recycling.

A facilitator with experience in county recycling will be invited from a neighboring county to lead the workshop on how businesses can get started implementing waste reduction and recycling. The speaker will facilitate networking and planning future projects. Resources such as RID, RENEW, and earth911.com will be promoted. The project committee will follow up with businesses to see how we can continue supporting them in developing projects.

Project Impact: Volunteers from governments, businesses, Civic organizations, and individuals are providing in-kind goods and services to the project as detailed in the cost analysis.

The geographic area served is Panola County and has the potential to impact the 22,667 men, women, and children who live and work there. The specific waste streams targeted by the project are illegal dumping, tires and electronics.

The success of this project will be measured by the number of educational opportunities offered and the attendance at the *Clean Up Panola County Day*. We will measure the attendance and interest at the electronic recycling demonstration project. A post-survey to local businesses will be administered to measure the awareness of illegal dumping as well as their knowledge of resources available for reducing, sharing, and diverting commercial waste.

Project Goals:

- 1) Educate county residents, businesses, and governments about illegal dumping and hazardous household waste
- 2) Host a small tire and electronics recycling demonstration event in conjunction with our annual *Clean up Panola County Day*
- 3) Host a one-day workshop for businesses in Panola County to learn about various ways to collaborate to reduce and recycle.
- 4) Count the number of educational efforts and the number of participants attending training
- 5) Measure the impact of educational efforts, training, and the Clean Up Day and Recycling Demonstration Event on citizens, business owners, and government staff

Project Objectives:**Education:**

Raising awareness will start the process of having our citizens, businesses, and government entities become informed and concerned about the problem.

The project includes a large educational component. We plan to collaborate with TCEQ and other counties in the ETCOG area to use existing media such as brochures, ad campaigns, videos, etc. in our educational efforts. We have budgeted to adapt such media to our county and create new media as needed to reach businesses, governments, and citizens in our county. Education will:

- Encourage reporting of illegal dumping using the Report Illegal Dumping (RID) app provided by ETCOG. <https://www.etcog.org/rid>
- Encourage greater waste exchanges between businesses through the Resource Exchange Network for Eliminating Waste (RENEW) provided by TCEQ. <https://www.tceq.texas.gov/p2/recycle/renew/renew.html>
- Encourage composting of organics such as brush and tree waste for mulching/composting
- Encourage local governments to take advantage of ETCOG training on program requirements and cooperative efforts between local governments and local material markets

Demonstration Event:

In conjunction with the annual Clean Up Panola County Day in March, we will co-sponsor a small demonstration project for recycling electronics and tires. The demonstration will:

- Host a demonstration event to show the community what is already happening
- Provide an option for long-term possibilities by purchasing 3-5 electronics collection boxes for placement around the county to be maintained by the Panola Robotics Club
- Encourage people to get involved in developing strategies to address the problem.

Workshop for Businesses: A one-day workshop for local businesses will:

- Educate local business owners about the Resource Exchange Network for Eliminating Waste (RENEW) provided by TCEQ. <https://www.tceq.texas.gov/p2/recycle/renew/renew.html>
- Provide time for networking
- Encourage partnerships and new commitments to reducing waste and recycling

Describe how the project assists in implementing the ETCOG Regional Solid Waste Management Plan:

The major target of our project is education to individuals, businesses, and governments about opportunities for solid waste management. The impact of the project will be to encourage reporting of illegal dumping, promote greater waste exchanges with the private sector, encourage composting, and provide training opportunities for local governments.

This project assists in implementing Section III.F. *Identification of Additional Opportunities for Source Reduction and Waste minimization and Reuse or Recycling of Waste*:

Table II.F.I identifies Source Reduction through enhanced public information programs that our goal of education directly addresses.

- Through that education, we will address the reduction of illegal dumping by noting the incidence of dumping and the harms that can result.
- We address the element of Recycling by encouraging greater waste exchanges within the private sector (businesses).
- Our education project will also address the element of Recycling/Composting by targeting businesses to increase composting organics such as brush and commercial food waste.

Table II.F.I also addresses the element of the ETCOG plan for Source Reduction, Local government program. Our goal of training and education will address:

- Education encouraging local government elected officials and staff to attend ETCOG training.
- Education for businesses will encourage local material markets to develop cooperative efforts for reducing and recycling waste as well as composting of sludge and other organics such as brush and commercial food waste.

Check the box that best describes this project.

- New Project
- Enhancement/expansion of an existing project
- Continuation of an existing project

FORM 3b. PROJECT COST EVALUATION *(add additional pages as necessary)*

Provide an evaluation of the costs associated with the proposed project. Present the costs in unit terms, such as cost per ton, cost per customer, or cost per capita, as applicable.

The total amount needed for the project is \$22,009. Over half of the needed funds for the project, \$11,509, are from in-kind donations from city and county employees as well as advertisers and businesses helping with the education project and recycling.

The amount of the grant request is \$10,500 which comes out to approximately \$0.46 per capita for every citizen of Panola county. The amount of education to be provided is great compared to the cost and will have far-reaching implications for our county.

We considered our project cost for education compared to normal costs for similar projects by getting bids for professional design and printing of materials used in education, advertising, and promotion. The amounts seemed high and we searched out community members who share our vision for a cleaner healthier community. Our committee was fortunate to have local resources who offered to charge very reasonable prices and will provide in-kind services as part of the project.

We compared our project cost to normal costs for similar projects by getting three bids from professional recycling companies in our area. The bids were estimated on 300 cars coming to a Hazardous Household Waste recycling event limited to paint, batteries, and pesticides. The bids ranged from \$30,000 to \$46,000 depending on the weight of the items. We felt that was out of our range and decided to do a small demonstration project instead with local groups who were willing to provide in-kind services. That allowed us to add an equipment request to our budget to support expanding ongoing efforts of electronics recycling.

The costs of our project are very reasonable and can be justified by the number of people reached and the impact of education to reach as many as 11,000 people.

FORM 3c. LEVEL OF COMMITMENT OF APPLICANT

(Add additional pages as necessary)

Provide information related to the Applicant's level of commitment to preferred solid waste management practices. If the proposed project is an ongoing service, demonstrate the ability to sustain the program beyond the term of the grant. Explain the extent to which the appropriate governing bodies support the proposed project.

List any previously demonstrated commitment to preferred solid waste management practice, such as: implementing other solid waste management projects; involvement in a local or sub-regional solid waste management plan or study; membership in an environmental activity.

The Panola County Chamber of Commerce has demonstrated commitment to all aspects of the community including supporting small business assistance, Main Street development, and a healthy, clean environment for all the citizens of Panola County. The Chamber, in collaboration with the City of Carthage and the County, already sponsors an annual *Clean Up Panola County Day*. The Executive Director, Keri Perot-Vance, and the board of the Chamber of Commerce fully support this project. They have been involved in all aspects of planning the project.

Among their many duties, the county government is committed to maintaining the health and cleanliness of the community through providing county maintenance of safe roads and clean highways and county easements as well as public property. They fully support the Chamber of Commerce and work closely with them on many projects, including the annual *Clean Up Panola County Day*. The head of Panola County government, Judge Rodger McLane supports education about illegal dumping and recycling.

The city government collaborates with the county in many ways.. The city and county governments share services such as the transfer station, animal pound, etc. The City Manager, Steve Williams, is aware of this project and is supportive.

While this is a first effort at addressing illegal dumping and recycling in an organized way, we believe the education will inspire business owners and others to find ways to bring recycling efforts to our community. The Chamber of Commerce in conjunction with the Panola County government is committed to continuing the annual Clean-Up day and adding more recycling projects. We will work to find partners for local permanent recycling efforts similar to Panola Robotics, and Carthage Metal Recycling and will continue educating our entire community.

FORM 3d. SCOPE OF WORK

(See application instructions for format. Add additional pages as necessary)

Provide a work program with a schedule of deliverables for the proposed project or program. The work program with the schedule of deliverables will be considered the Scope of Work to be performed under the contract agreement, if funded.

As concisely as possible, for each task of the proposed project, describe the major steps or activities involved, identify the responsible entities, and establish a specific timeframe to accomplish each task. The scope of work for the project or program must include:

- ❖ **Detailed purpose and goal of the project (should be consistent with implementing the goals, objectives, and recommendations from the regional solid waste management plan, as stated in the project description on Form 6a).**
- ❖ **Specific task statements with responsible entity identified.**
- ❖ **List of deliverables/products/activities under each task.**
- ❖ **Schedule of deliverables.**

Please use this format example:

1. Task:

- a. Major task**
- b. Estimated completion date**
- c. Who is responsible for completing this task**

Task 1: Project Committee Meeting: Illegal Dumping and Hazardous Waste Awareness

- a. Activity and/or Deliverable: Details of the Education Plan will be fleshed out; The date for Clean Up and Demonstration Project will be finalized. Committee will meet in mid-January with representatives of government, business, and community
- b. Estimated completion date: January 30, 2025
- c. Person responsible for completing: Keri Perot-Vance and Barbara Cordell

Task 2: Develop Media Campaign graphics

- a. Activity and/or Deliverable: adapt and/or design county-wide education materials for use on social media and in print. Hire media expert: January-February design
- b. Estimated completion date: March 1, 2025
- c. Person responsible for completing: Barbara Cordell & Keri Perot-Vance

Task 3: Advertising

- a. Activity and/or Deliverable: 55 commercials on KGAS radio, ad in Crossroads Magazine, educational materials on at least 3 social media account during month of March
- b. Estimated completion date: March 31, 2025
- c. Person responsible for completing: Barbara Cordell

Task 4: Clean Up Day and Demonstration Event

- a. Activity and/or Deliverable: Measurable amounts of garbage, electronics, and tires to be collected one day in March. Planning during Jan-Feb
- b. Estimated completion date: Activity date in March
- c. Person responsible for completing: Keri-Perot Vance and Barbara Cordell

Task 5: Small Business Training

- a. Activity and/or Deliverable: One-day training held in Carthage for small business and non-profit owners to learn about illegal dumping and recycling. Planning January to May. Offering in May
- b. Estimated completion date: Activity date by May 31, 2025

- c. Person responsible for completing: Keri Perot-Vance and Barbara Cordell

Task 6: Education and training offering from ETCOG

- a. Activity and/or Deliverable: Up to five county officials and staff will complete ETCOG or TCEQ training. Training depends on dates set by ETCOG and TCEQ
- b. Estimated completion date: September 2025
- c. Person responsible for completing: Barbara Cordell

FORM 4. GRANT BUDGET SUMMARY

Please provide the following breakdown of the total amount of grant funding being requested:

Budget Category		Funding Amount
1.	Personnel/Salaries	\$ 0
2.	Fringe Benefits	\$ 0
3.	Travel	\$ 335
4.	Supplies	\$ 1,500
5.	Equipment	\$ 0
6.	Construction	\$ 0
7.	Contractual	\$ 4,500
8.	Other: advertising, training, and support	\$ 4,165
9.	Total Direct Charges (sum of 1-8)	\$ 10,500
10.	Indirect Charges*	\$ 0
11.	Total (sum of 9 - 10)	\$ 10,500
12.	Fringe Benefit Rate:	0 %
		%
13.	Indirect Cost Rate:	0 %
		%
<p>Identify, in detail, each budget category to which your indirect cost rate applies and explain any special conditions under which the rate will be applied:</p> <p>In accordance with the TxGMS, Grant Management (texas.gov) indirect charges may be authorized if the Applicant has an indirect cost rate properly filed within the past 24 months by a federal cognizant agency or state single audit coordinating agency. Alternatively, the Applicant may be authorized to recover up to 10% of direct salary and wage costs (excluding overtime, shift premiums, and fringe benefits) as indirect costs, subject to adequate documentation. If you have an approved cost allocation plan, please enclose documentation of your approved indirect rate.</p>		

FORM 4a: DETAILED MATCHING FUNDS, IN-KIND SERVICES, AND TOTAL PROJECT COST

This budget form should be completed if the Applicant is providing any level of matching funds or in-kind services directly related to the proposed project.

Matching Funds: \$ 0

In the space below, please explain in detail the application of any matching funds to be provided by the Applicant, as directly related to the proposed project:

We do not plan on receiving matching funds

In-Kind Services: \$ 11,844 (monetary equivalent)

In the space below, please explain in detail the application of any in-kind services to be provided by the Applicant, as directly related to the proposed project:

- Training in Kilgore: \$498: Keri Perot-Vance and Barbara Cordell, 3 hours each plus travel
- Grant writing: \$4,000: Barbara Cordell, volunteer grant writer, 80-90 hours
- Planning Meeting; \$502: Panola County Judge McLane and 9 other interested parties from businesses, civic organization, sheriff and emergency response; 10 people 1 hr.
- Chamber of Commerce Planning: \$1,742: Keri Perot-Vance and Chamber members and volunteers; 52 hrs
- Planning for storage, processing, and shipping of electronics: \$1,005: Nicola Ritter and students of Panola Robotics; 30 hours
- Crossroads Magazine article: \$1,800: Article on Grant and Event
- KGAS Ads: \$100; extra ads for community service projects
- Tire Shops planning for pick up: \$670; time involved from tire businesses; 20 hours
- JotForm design for sign up: \$25; Chamber donation for event sign-up
- TCEQ Permit: \$150; volunteer completion
<https://www.tceq.texas.gov/p2/hhw/howto.html>
- Chamber of Commerce staff: \$335; debriefing, evaluation, and future plans
- Government officials and staff: \$750; time for ETCOG training and other
- Office Support: \$200; printing and time from office staff (i.e. phone calls)
- Chamber of Commerce business evaluation surveys: \$67; data collection activities

What is the TOTAL COST of the proposed project, considering the total grant funding requested, any matching funds being provided by the Applicant, and the monetary equivalent of any in-kind services being provided by the Applicant?

\$ 22,344

*******Please complete any of the following detailed budget forms that are applicable to your project.**

FORM 4b: Detailed Personnel/Salaries Expenses

For each employee to be funded wholly or in part by this grant, complete one of the lines in the table below. Please refer to the definitions provided in the instructions in completing this sheet. If funds are awarded, changes to grant-funded positions must be approved in advance by the COG.

Position Title	Function	FTE	Status	Monthly Salary
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
TOTAL <i>(Must equal Line 1 of the Overall Budget Summary)</i>		\$	0	

FORM 4c: Detailed Travel Expenses

This budget form provides a more detailed breakdown of the total expenses for travel indicated on Line 3 of the Overall Budget Summary.

Please describe the types of routine in-region travel expenses expected and purpose for the travel.

Routine In-Region Travel	Purpose of Travel	Estimated Cost
Travel for up to five employees	ETCOG training for government staff for training on illegal dumping. Reimbursed according to county policy	\$ 335
		\$
		\$
		\$
		\$

All out-of-state travel expenses and other non-routine travel, such as out-of-region travel to special training or events must be pre-approved by the COG. Complete the following information for all requested non-routine travel, including any out-of-state travel. If those details are not presently known, the COG will need to approve those travel costs before the travel occurs.

Non-Routine Travel Expenses

Date(s)	Purpose & Destination	Person(s)	Estimated Cost
			\$
			\$
			\$

TOTAL TRAVEL EXPENSES <i>(Must equal Line 3 of the Overall Budget Summary)</i>	\$ 335
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FORM 4d: Detailed Supply Expenses

This budget form provides a more detailed breakdown of the total expenses for supplies indicated on Line 4 of the Overall Budget Summary.

Please list the general types of supplies you expect to purchase with grant funding. Include number of each item, cost per item and total cost.

General Types of Supplies	Estimated Cost
General office/desk supplies	
Other supplies <i>(explain below)</i> Weather-proof strong collection boxes to place around the county for expansion of electronics recycling to be continued by the Panola Robotics Club. Cost per item runs \$300-500 per unit and we plan to purchase 3-5.	\$1,500
TOTAL <i>(Must equal Line 4 of the Overall Budget Summary)</i>	\$ 1,500

FORM 4e: Detailed Equipment Expenses

All equipment purchases must be pre-approved by the COG. If the specific details of an equipment purchase are known, show that equipment on the list below. If the specific details of the equipment costs are not known at this time, list the general details on this form. The specific details of the equipment will then need to be provided to and approved by the COG before the costs are incurred.

Equipment (\$5,000 or more per unit) <i>(Show description, type, model, etc.)</i>	Unit Cost	No. of Units	Total Cost
	\$		\$
	\$		\$
	\$		\$
	\$		\$
TOTAL <i>(Must equal Line 5 of the Overall Budget Summary)</i>	\$ 0		

FORM 4f: Detailed Construction Expenses

All construction projects must be pre-approved by the COG. If the specific details of the construction costs are not known at this time, list the general details on this form. The specific details of the construction will then need to be provided to and approved by the COG before the costs are incurred. For any subcontracted activities, the request for approval will need to include evidence that the contract price is reasonable and necessary (see instructions).

Types of Construction	Subcontracted Yes/No	Estimated Cost
		\$
		\$
		\$
		\$
		\$
TOTAL <i>(Must equal Line 6 of the Overall Budget Summary)</i>		\$ 0

FORM 4g: Detailed Contractual Expenses

All contractual expenses must be pre-approved by ETCOG. If the specific details of the contractual costs are not known at this time, list the general details on this form. The more specific details of the contractual costs will then need to be provided to and approved by ETCOG before the costs are incurred. The request for approval will need to include evidence that the contract price is reasonable and necessary (see instructions). In addition, the subcontract scope of work must be approved by ETCOG before work begins.

Purpose	Contractor(s)	Contract Amount
Project Manager and Evaluator: Oversees and implements all aspects of the project from planning to evaluation	Barbara Cordell	\$ 3,000
Marketing Person: includes design of all ads as well as printing supplies for any flyers	TBD	\$ 1,500
		\$
		\$
TOTAL <i>(Must equal Line 7 of the Overall Budget Summary)</i>		\$ 4,500

FORM 4h: Detailed Other Expenses

This budget form provides a more detailed breakdown of the total other expenses indicated on Line 8 of the Overall Budget Summary. Please note that the final totals are at the bottom of the next page.

Basic Other Expenses

Please identify the basic "Other" category expenses you expect to incur appropriate to the project.

Basic Other Expenses	Estimated Cost
Books and reference materials	\$
Postage, telephone, FAX, utilities	\$
Printing/reproduction: Educational flyers and cards to distribute	\$ 565
Advertising/public notices	\$ 1,100
Registration fees for training (if approved)	\$
Repair and maintenance	\$
Basic office furnishings	\$
Space and equipment rentals	\$
Signage	\$

Form 4h: Additional Other Expenses

The specific details of additional "Other" category expenses, not included on the list of basic other expenses, must be pre-approved by the COG. If the specific details of the additional other expenses are not known at this time, list the general details on this form. The more specific details will then need to be provided to and approved by the COG before the costs are incurred.

Additional Other Expenses	Unit Cost	No. of Units	Total Cost
Computer hardware not listed under the Equipment category (<i>itemize each expense below including description, type, model, etc.</i>):	\$		\$
Computer software (<i>itemize each expense below including description, type, model, etc.</i>):	\$		\$
Additional Other expenses (<i>itemize each expense below including description, type, model, etc.</i>): One-day in-person training seminar for up to 50 businesses to be held at local college. Speaker from nearby county with successful business recycling and RENEW to present and facilitate. Facility cost TBD Speaker expenses TBD	\$		\$ 2,500
TOTAL OTHER EXPENSES <i>(Must equal Line 8 of the Overall Budget Summary)</i>			\$ 4,165

Form 5b: Summaries of Discussions with Private Industry

Provide summaries of any input and concerns raised by the private service providers; summaries of any meetings or discussions held between the Applicant and the private service providers; an explanation of any changes made to the proposed project to address private service provider concerns; and an explanation of any remaining concerns that were not addressed any why the Applicant determined that the concerns are not valid under the statutory requirements. (Refer to Instructions)

Attach to the application any written comments, concerns, or input provided by a private service provider concerning the project. Attach additional pages as needed.

The only private service providers for recycling or hazardous waste in Panola County related to our project are tire businesses and Carthage Metal Recycling. We have contacted the tire services and two have agreed to provide recycling services at our Clean Up and Demonstration Day. Carthage Metal Recycling is supportive and we will refer citizens who ask about metal recycling to them. No one expressed concerns and the only input was positive. They are glad to see we are educating citizens, businesses, and governments.

Form 6: Certifications and Assurances

Certifications

In order to receive grant funds under this program, the proposed project must conform to the provisions set forth in the Request for Applications (RFA). The following certifications are intended to help the COG to ensure that these provisions are met. By signing this Application, the person acting on behalf of the Applicant makes the certifications listed below.

1. Authority to Sign Application

The person signing this Application hereby certifies that he/she is the official contact regarding this Application and has authority from the Applicant to sign the Application and that such authority will bind the Applicant in subsequent agreements.

2. Application Contains No False Statements

Applicant certifies that this Application has no false statements, and that the Applicant understands that signing this Application with a false statement is a material breach of contract and shall void the submitted Application and any resulting contracts. The Applicant understands that the COG will not accept any amendment, revision, addition, or alteration to this Application after the final date and time for submission.

3. Governmental Status

Applicant certifies that it is located in the State of Texas and fits within one of the governmental classifications listed below, as determined under state law:

- City
- County
- Public school or school district (not including Universities or post-secondary educational institutions)
- Other general and special law district with the authority and responsibility for water quality protection or municipal solid waste management, including river authorities.
- Council of Governments

4. Solid Waste Fee Payments

Applicant certifies that it is not delinquent in payment of solid waste disposal fees owed the State of Texas.

5. Debarment from State Contracts

Applicant certifies that it is not barred from participating in state contracts by the State of Texas Comptroller of Public Accounts under the provisions of §2155.077, Government Code.

6. Conformance to Standards

The Applicant certifies to the best of their knowledge and ability that the proposed project, including all activities in the proposed Scope of Work and the proposed expenditures, conforms to the eligible category standards and allowable expense and funding standards as set forth in the Request for Applications.

7. Consideration of Private Industry

The following certification only applies if the project is under one of the following grant categories:

- A. Source Reduction and Recycling
- B. Citizens' Collection Stations and "Small" Registered Transfer Stations
- C. A demonstration project under the Educational and Training Projects category

Applicant certifies that it has notified private service providers in accordance with the requirements set forth in the Request for Applications and the instructions provided with this application form. Applicant further certifies to the best of their knowledge and ability (after completing Form 5) that the proposed project will promote cooperation between public and private entities, is not otherwise readily available, and will not create a competitive advantage over a private industry that provides recycling or solid waste services.

8. Consistency with Regional Solid Waste Management Plan

Applicant certifies to the best of their knowledge and ability that the proposed project is consistent with applicable goals, objectives, and recommendations of the RSWMP of the COG.

9. Technical Feasibility

Applicant certifies that it has carefully reviewed its Scope of Work and that to the best of their knowledge and ability all activities are technically feasible and can be satisfactorily completed within the grant period as set forth in the Request for Applications.

10. Costs Reasonable and Necessary

Applicant certifies to the best of their knowledge and ability that the proposed project activities in the Scope of Work and the expenses outline in the Budget are reasonable and necessary to accomplish the project objectives, and that the proposed expenses are consistent with the costs of comparable goods and services.

11. Certification by Law Enforcement Programs

If the Applicant is a law enforcement entity regulated by Chapter 1701 of the Texas Occupations Code, the Applicant certifies that it is in compliance with all rules developed by the Commission on Law Enforcement Officer Standards and Education (TCLEOSE) pursuant to Chapter 1701, Texas Occupations Code; or that it is in the process of achieving compliance with such rules. If compliance is pending, a certification from TCLEOSE must be attached to indicate that the Applicant is in the process of achieving compliance with the rules.

Assurances

If the application is approved for funding, the grant funds will be awarded through a contract between the Applicant and the COG. The grant contract will contain a number of standards, requirements, and processes that must be complied with as a condition of receiving the grant funds. In order to ensure an understanding by the Applicant of some of the main conditions that will be included in the contract, the Applicant is asked to review the following assurances. By signing this Application, the person acting on behalf of the Applicant indicates their understanding of these conditions and provides assurances that these and other conditions set forth in the grant contract will be adhered to if funding is awarded.

1. Compliance with Standard Pertaining to Real Property and Equipment

Applicant provides assurances that, if funded, the Applicant will comply with the TxGMS and the contract provisions pertaining to title to and management of real property and equipment. The contract will contain obligations and conditions regarding the use of the equipment and/or facilities (the “property”) acquired under the agreement. Included in the provisions are obligations to provide adequate maintenance and conduct physical property inventories; restrictions and conditions on the use, replacement, sale, or transfer of the property; and obligations to continue to adhere to the provisions that grant funds not be used to create a competitive advantage over private industry, in the use or transfer of the property.

2. Participation in TCEQ Recycling Surveys and Reporting

Applicant provides assurances that, if funded, the Applicant will respond to annual recycling program surveys and/or other requests from the COG or the TCEQ for information on municipal solid waste management activities.

3. Compliance with Progress and Results Reporting Requirements

Applicant provides assurances that, if funded, the Applicant will comply with requirements for: reporting on the progress of the project tasks and deliverables; documenting the results of the project and providing those results to the COG on a schedule established by the COG, and additionally, to continue to document the results of the project activities for the life of the project; and to provide the COG with a follow-up results report approximately one year after the end of the grant term.

4. Financial Management

Applicant provides assurances that, if funded, the Applicant will comply with contract provisions and requirements necessary to ensure that expenses are reasonable and necessary, and to adhere to financial administration and reimbursement procedures and provide financial reports on a schedule established by the COG.

5. Compliance with Americans with Disabilities Act

Applicant provides assurances that, if funded, the Applicant will comply with all the applicable requirements of the Americans with Disabilities Act of 2013.

6. Compliance with the Single Audit Act

Applicant provides assurances that, if funded, the Applicant will comply with the Single Audit Provisions of the Texas Grants Management Standards (TxGMS) prepared by the Texas Comptrollers of Public Accounts.

Provisions of the Single Audit Circular under the Standard Financial Management Conditions Section; Audit starting on page 40 of the TxGMS that applies to all recipients of funding under this grant.

7. Compliance with Program and Fiscal Monitoring

Applicant provides assurances that, if funded, the Applicant will comply with program and fiscal monitoring provisions of the contract, including: providing additional reports or information as may be requested to adequately track the progress of the project; and allowing site visits to evaluate the progress of the project and to view any grant-funded equipment or facility.