



MISSOURI DEPARTMENT OF NATURAL RESOURCES
SOLID WASTE MANAGEMENT PROGRAM
SCRAP TIRE SURFACE MATERIAL GRANT APPLICATION

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| LEGAL NAME OF ORGANIZATION | ADDRESS | CITY/STATE/ZIP CODE |
| TELEPHONE NUMBER WITH AREA CODE | FAX NUMBER WITH AREA CODE | FEDERAL TAX ID NUMBER |

APPLICANT PROFILE

TYPE OF APPLICANT (CHECK ONE)

Park or Park District Non-Profit Entity (attach legal status documentation) Private School
 Public Entity or Institution Government Organization Other (Explain)

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| NAME OF AUTHORIZED OFFICIAL | OFFICIAL TITLE | MAILING ADDRESS WITH CITY/STATE/ZIP CODE |
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| TELEPHONE NUMBER WITH AREA CODE | FAX NUMBER WITH AREA CODE | E-MAIL ADDRESS |
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| PROJECT MANAGER | TITLE | MAILING ADDRESS WITH CITY/STATE/ZIP CODE |
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| TELEPHONE NUMBER WITH AREA CODE | FAX NUMBER WITH AREA CODE | E-MAIL ADDRESS |
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LOCATION PROFILE

LOCATION OF THE PROJECT SITE AND STATUS OF PROPERTY (i.e. owned, leased, being purchased; attach proof of ownership or written permission from property owner.)

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|-------------------------------|--------|
| SOLID WASTE MANAGEMENT REGION | COUNTY |
|-------------------------------|--------|

All applicants are to answer the following questions or provide an explanation as to why the items are not applicable to the proposed project. There is an unlimited amount of space to write in your response. Provide as much information as you can to ensure the evaluators have a full understanding of the project.

PROJECT DESCRIPTION

Describe the proposed project and its objectives. Explain why there is a need for the project and its current status. Describe the number of people served by the project and the approximate geographic area of Missouri that will benefit from the project.

MATERIAL SUMMARY

Provide written documentation (surface material vendor quotes) regarding the quality, quantity, cost and availability of your source of scrap tire material. Documentation should include the quantity required for your project, an estimated cost for the material for your project, an estimate of the cost of delivery of the material and the percentage of Missouri-generated tires used in the material.

SOLID WASTE MANAGEMENT REGION COOPERATIVE EFFORT

Describe in detail the Solid Waste Management Region's involvement in the project.

MEDIA EXPOSURE

Provide a plan to seek media exposure for this project (guidelines provided in the application instructions).

RECYCLING EDUCATION

Provide a plan to use the project as part of a recycling program to teach students or children the benefits of recycling.

INFORMATION PLAN

Provide a plan for sending grant information to others (guidelines provided in application instructions).

SCOPE OF WORK

Identify project tasks by number and describe each task in not more than one paragraph. Project tasks are the actions taken to achieve specified project objectives. Identify personnel responsible for each task.

TIMELINE GRAPH

The Scope of Work tasks must be the items on the vertical axis of the timeline graph.

Quarterly progress reports are mandatory and shall be submitted after the **third, sixth, ninth and twelfth** month of the project period. The project period will be stated on the Financial Assistance Agreement of the grant. Due to the variable nature of the financial assistance negotiation process, it is not possible to predict the project start date. For this reason, the months on the timeline are referred to as numbers 1-13, not as January, February, etc.

PROJECT TIMELINE GRAPH (You may use this example or create your own timeline, provided it follows the same format.)

| | | | | | | | | | | | | | |
|-------------------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|-----------|-----------|-----------|-----------|
| TASK | | | | | | | | | | | | | |
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| TASK | | | | | | | | | | | | | |
| QUARTER REPORTS PROJECT MONTH | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 |

BUDGET

Complete the budget below showing the total cost of the proposed scrap tire surface material project. Grant funds are eligible for surface material and delivery costs only. Site preparation, material containment/support, labor, etc. are costs not eligible for grant fund reimbursement.

Provide a copy of vendor quotes supporting the budget figures included below. Fifteen scoring points are awarded if three or more quotes are provided.

Preference will be given to applicants requesting mats or pour-in-place surface materials. Grant recipients requesting mats or pour-in-place surface material will be eligible for a grant award up to \$20,000 while those requesting loose surface material will be eligible for a grant award up to \$10,000.

Note: The budget summary will be used as the basis for the grant agreement, and reflects the maximum amount for which the recipient may be eligible for reimbursement. If an applicant receives a grant award based upon additional scoring of points due to the recipient's intent to purchase additional surface material, the recipient will only be eligible to receive reimbursement based on the percentage of the actual project cost.

Budget Summary

| | Requested Grant Funds | Additional Surface Material Funds | Total Project Cost (Surface Material Only) |
|---------------------|------------------------------|--|---|
| Scrap Tire Material | | | |
| Delivery | | | |
| Total | | | |

SUPPORTING DOCUMENTS

Preliminary Project Design

Provide a diagram of the area where the scrap tire surface material will be used. Include dimensions of the area and type of material to be used. Loose surface material must be at least 8-inches deep, wire-free and properly contained. Running tracks, walking trails and other surface material projects must conform to the manufacturer's specifications. Mats and pour-in-place surface material must be placed on asphalt, concrete or other suitable surface(s). Provide information about both the surface material and containment (loose fill) or support (mats, tiles, pour-in-place) material to be used.

APPLICATION CHECKLIST

Before submitting your application, please complete this checklist. Only if the applicant can answer Yes to all questions on this form should the application be submitted. **Evidence substantiating each “Yes” answer in the checklist must be included in the application and be referenced on the checklist.**

| Criteria | Yes | Where Documented (Page Numbers) | Department's Compliance Test (Department use only.) |
|--|-----|------------------------------------|--|
| 1. Is the certification statement below signed and dated by the authorized official? | | | |
| 2. Are an original and two copies of the application submitted? | | | |
| 3. Is the project located in Missouri? | | | |
| 4. Is the applicant profile complete? | | | |
| 5. Is the location profile complete? | | | |
| 6. Is the project description complete? | | | |
| 7. Is the material summary complete? | | | |
| 8. Is the media exposure complete? | | | |
| 9. Is the recycling education complete? | | | |
| 10. Is the information plan complete? | | | |
| 11. Is the Solid Waste Management Region cooperative effort complete? | | | |
| 12. Is the scope of work complete? | | | |
| 13. Is the timeline graph complete and in the proper format? | | | |
| 14. Is the budget complete? | | | |
| 15. Is support documentation as required provided? | | | |
| 16. Is the amount of assistance requested \$20,000 or less for mats or pour-in-place surface material, or \$10,000 or less for loose surface material? | | | |

I hereby certify the information in this application is true and correct. I further certify the organization I represent has sufficient resources to conduct this project while awaiting reimbursement from the department.

Further, I certify compliance with the following criteria:

1. The applicant is not owned or controlled by a church, sect or denomination of religions and the grant would not directly aid any church, sect or denomination of religion.
2. The applicant's mission and activities are secular (separate from religion; not spiritual) in nature.
3. The grant will be used for secular (separate from religion; not spiritual) purposes rather than for sectarian (Denominational, devoted to a sect) purposes.

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| SIGNATURE OF AUTHORIZED OFFICIAL | DATE |
| SIGNATURE OF PROJECT MANAGER | DATE |