

Administrative Procedures

The Regional Council of Governments (COG) must prepare a Regional Funding Plan for its regional solid waste grant program for presentation to the public. The Funding Plan shall be based on the funding priorities established in the latest Regional Solid Waste Management Plan (RSWMP). In preparing a Funding Plan, the COG shall adhere to the requirements and procedures set forth in these Administrative Procedures as indicated in the Contract. The COG with assistance from its Solid Waste Advisory Committee (SWAC), shall prepare a proposed Regional Funding Plan prior to the public meeting(s).

The Funding Plan shall include specific project categories and regional funding priorities for the biennium. The project decisions and standards established in the Funding Plan shall clearly relate to implementation of the goals and objectives of the approved RSWMP and the Funding Plan must reference the regional plan goals and objectives when identifying the funding priorities. The Funding Plan shall be consistent with the RSWMP.

Prior to the first public meeting, the COG shall provide the TCEQ with its draft Funding Plan and a copy of the direct mail meeting notice.

The COG shall conduct at least one public meeting within the region on the activities to be conducted for the grant biennium. The public notice procedure and content of the public meeting shall adhere to the standards set forth in these Administrative Procedures.

All eligible local governments, whether members of the COGs or not, and all known private entities that provide recycling or solid waste services in the region shall be notified by direct mail of the public meetings. The COG shall also publish a Public Notice in newspapers of general circulation within the region.

The direct mail and newspaper public meeting notices shall be postmarked and advertised at least seven (7) days prior to the meeting and include the meeting time, location, and topics to be discussed. The list of topics to be discussed shall specifically include reference to discussion of the process by which private industry concerns about a project will be considered by the COG.

The COG is encouraged to also issue a press release to area newspapers.

The COG shall announce the public meetings at its SWAC meetings.

The COG shall allow for both oral and written public comment on the proposed grant categories and Funding Plan for the region.

The Funding Plan shall be approved by the COG's governing body in a meeting open to the public.

Once approved by the governing body, the COG shall submit the final Regional Funding Plan to the TCEQ for acceptance prior to beginning solicitation of project applications or any project selection process. The COG shall include a summary of the public meeting(s) including discussion topics and comments received from the public.

Instructions

The purpose of the Regional Funding Plan is to provide information and a plan for the use of grant funds for the new funding cycle to all eligible entities of pass-through grant funding, interested private industry representatives, and to any interested members of the general public. The development of the Regional Funding Plan allows the solid waste program of the COG, including the SWAC, the opportunity to plan for the use of the grant funds received from the TCEQ and to present that plan to the COG's governing body for approval.

This document provides the recommended format for developing a Regional Funding Plan to comply with the provisions of the grant contract. The Regional Solid Waste Management Plan will need to be used by the COG to guide the development of the Regional Funding Plan. The Funding Plan must be consistent with Volume II of the RSWMP (action plan for implementing

The only form from this workbook that will need to be submitted as a pdf document is the Certification Form. All others can be sent either in this workbook, or in a separate document.

Solid Waste Advisory Committee. The Funding Plan must be prepared with input from the SWAC.

Draft Funding Plan. A draft Funding Plan must be submitted to TCEQ Regional Solid Waste Grants Program (RSWGP) before the public meetings are conducted. The TCEQ will provide comments to the draft Funding Plan, as necessary.

Mail Notification. The COG must notify by direct mail all local governments eligible for grant funding, and all known private entities that provide recycling and solid waste services in the region.

Public Notice. The COG must also publish notice in newspapers of general circulation within the region. The mail and newspaper notices must be issued at least seven (7) days in advance of the meeting(s).

Public Meeting. The COG must conduct at least one public meeting within the region to discuss the Funding Plan. The COG must announce the public meeting at its SWAC meetings.

COG Approval. A final Funding Plan must be approved by the COG governing body and submitted to the TCEQ, along with a summary of the public meeting(s) held on the Funding Plan and a copy of the direct mail notice issued by the COG. A completed certification form (must also be provided with the final Funding Plan submitted to the TCEQ).

TCEQ Approval. The TCEQ will review the Funding Plan and, if acceptable, issue written approval of the plan. The COG may not begin a project selection process until the Funding Plan is approved by the TCEQ.



Regional Solid Waste Grant Program

Regional Funding Plan Format
(Attachment 2 of the Contract)

Prepared by

Texas Commission on Environmental Quality
Office of Waste - Waste Permits Division

Format for Completing the Regional Funding Plan

The instructions outlined below should be followed when completing the Regional Funding Plan. The COG may adjust this format as needed, so long as the required information is included.

I. General Information

ARK-TEX COUNCIL OF GOVERNMENTS - #5

FY 18/19

Date of Funding Plan Approval by the COG Governing Body:

8/31/2017

Total Biennium Budget:

\$ 230,000.00

Program Budget Allocation: *Refer to the COG funding allocation for each fiscal year. This information is intended as an estimate only, for planning and discussion purposes. The grant application will need to include the final proposed budget to be incorporated into the grant contract.*

List Budget Detail for the First State Fiscal Year

FY 18

Regional Coordination Program
Budget

\$96,000.00

83.5%

Implementation Projects/COG
Managed Project Budget

\$ 19,000.00

16.5%

\$ 115,000.00

100.0%

List Budget Detail for the Second State Fiscal Year

FY 19

Regional Coordination Program
Budget

\$ 96,000.00

83.5%

Implementation Projects/COG
Managed Project Budget

\$19,000.00

16.5%

\$ 115,000.00

100.0%

II. Project Priorities

Regional Solid Waste Management Plan Priorities

List in priority order if applicable, the goals, objectives, and strategies from Volume I of the RSWMP for which the grant funds will be used to help implement during the current fiscal year and beyond (*you may use a different format for submitting this information, as long as the information is provided as part of the funding plan package*).

ATCOG will utilize FY18 funding to implement an illegal dumping surveillance camera loan program by purchasing cameras and "No Dumping" signs to be loaned out to environmental enforcement officers within the region. The borrowers will be allowed to utilize the cameras and signs for a 3 month period, after which, the borrower must return the items and submit a report of their activities. ATCOG will administer this program as a COG Managed Project, and agreements will be made with each county judge through a memorandum of understanding, specifying the terms and conditions of this program. ATCOG will utilize FY19 funding to conduct community collection events in each of our nine counties. The funds provide for the collection of residential waste materials for which there is not a readily-available collection alternative, such as large and bulky items (including scrap tires) that are not picked up under the regular collection system. Reuse and recycling options for materials collected will be promoted and educational outreach items will be made available to all participants. Local Enforcement falls under Funding Priority Number 3 and focuses on the following goals and objectives in Volume I of the RSWMP: 1, 5, 6, 11. Community Collection Events fall under Funding Priority Number 2 and focus on the following goals and objectives in Volume I of the RSWMP: 1, 3, 5, 7, 9, 10, 11. Goal 1: Encourage and promote funding availability for regional, sub-regional, and local implementation of this plan. Objective 1: Pursue continued funding through available sources; Goal 3: Promote the maximum development of regional as well as, local, integrated, convenient, collection systems. Objective 3: Increase the use of more efficient collection systems; Goal 5: Promote public education on integrated solid waste management. Objective 5: Develop outreach programs to educate citizens on municipal solid waste issues to include waste reduction and recycling; Goal 6: Promote enforcement efforts to decrease illegal dumping. Objective 6: Provide surveillance cameras and "No Dumping" signs to environmental enforcement officers in our nine county region to help deter, identify and prosecute illegal dumpers; Objective 7: Coordinate with municipalities to develop composting programs; Goal 9: Promote development of integrated solid waste management systems. Objective 9: Use cooperative measures to allow for integration of solid waste, recycling, and composting; Goal 10: Encourage sub-regions to allow for more cost effective local plans and regionalization of facilities. Objective 10: Coordinate throughout the region to ensure adequate access to solid waste facilities; Goal 11: Utilize the MSW permit application process to determine conformance with the regional plan, mindful of environmental and other constraints that impact the siting of future solid waste facilities. Objective 11: Address concerns to minimize negative impact on the environment and human health in reference to siting of future solid waste facilities.

Project Priorities

Based on the priorities from the RSWMP, identify the categories (and subcategories, if applicable) of projects for which funds will be allocated. Identify the RSWMP Volume I goals and objectives, and the Volume II strategies that each category is intended to implement (*you may use a different format for submitting this information, as long as the information is provided as part of the funding plan package*).

Refer to the list of eligible projects and the supplemental funding standards and restrictions in the grant contract and Administrative Procedures.

ATCOG has 10 funding project priorities listed in the RSWMP. No. 1: Source Reduction and Recycling; No. 2: Community Collection Events; No. 3: Local Enforcement; No. 4: Household Hazardous Waste Management; No. 5: Citizen Collection Stations/Small Registered Transfer Stations; No. 6: Educational and Training Projects; No. 7: Litter and Illegal Dumping Cleanup; No. 8: Local Solid Waste Management Plans; No. 9: Technical Studies; No. 10: Other (to include scrap tires). For FY18 the SWAC has directed ATCOG staff to utilize all available funds to purchase surveillance cameras and "No Dumping" signs and to create an illegal dumping surveillance camera loan program to reduce illegal dumping and identify and prosecute dumpers. For FY19 the SWAC has directed ATCOG staff to conduct community collection events in each of our nine counties and to provide educational outreach materials to the participants. The goals and objectives of these projects have been listed above. The strategies being utilized to achieve our goals and meet our objectives, is to provide each county within our region with surveillance cameras and "No Dumping" signs to reduce, deter, identify and prosecute illegal dumpers and large, roll-off dumpsters for the collection of bulky, unwanted items. Items that can be recycled will be removed from the waste stream and transported to a MRF.

Allocation and Priorities

List any priorities assigned by the COG to the project categories. Describe the planned use of any funding allocations to specific categories, category funding limits, grant award funding caps, or similar special standards. Describe the reasons for any of the proposed special standards.

As stated above, ATCOG will utilize all available funding for FY18 to create an illegal dumping surveillance camera loan program, by purchasing surveillance cameras and "No Dumping" signs, to be loaned out to environmental enforcement officers in an attempt to reduce illegal dumping. In the event that any funds are unexpended in FY18, these funds will be rolled forward into the FY19 project budget. ATCOG will utilize all available funding for FY19 to conduct community collection events in each of our nine counties. Each county will receive an equal allocation of funds from ATCOG to conduct their projects. The projects may be coordinated by any eligible entity located within the county, at the discretion of the county judges. ATCOG will also encourage each county to provide matching funds and /or in-kind labor in an effort to increase the effectiveness of the projects. Additionally, educational outreach materials will be available to all participants of the collection events. In the event that any recipient of the funding is unable to exhaust their funds on community cleanup events, ATCOG staff have been instructed by the SWAC to utilize the remaining funding to purchase additional educational outreach materials.

III. Project Selection Process

Briefly describe the process that will be used by the COG and the SWAC to solicit applications and to select projects for funding. Explain the ranking criteria that will be used for the competitive project review and ranking process *(you may use a different format for submitting this information, as long as the information is provided as part of the funding plan package).*

Use the following spaces to describe the project selection process and insert or expand the rows as needed.

ATCOG has been directed by the SWAC members to utilize the funding for the FY18 grant period to develop an illegal dumping surveillance camera loan program, by purchasing surveillance cameras and "No Dumping" signs, to be loaned out to environmental enforcement officers in an attempt to reduce illegal dumping. ATCOG will develop agreements with each county through the use of memorandums of understanding (MOU), signed into agreement with ATCOG by each county judge. Terms and conditions for the use of the cameras and signs will be listed in the MOU. \$19,000 will be utilized to purchase the necessary items for the implementation of this COG Managed Project, and any remaining funds will be rolled forward into the FY19 budget. The SWAC members directed ATCOG staff to sponsor community cleanup events throughout our 9 county region during the FY19 grant period. In an effort to fairly distribute the funds, the SWAC has chosen to provide an equal allocation of funding (\$19,000 divided equally) to each of the 9 counties within our region, to be utilized for community cleanup events. These events will allow for the proper disposal of unwanted items, including scrap tires. Recyclable items will be diverted from the waste stream and taken to a materials recovery facility (MRF) to be processed. The SWAC has also requested that each county provide matching funds or in-kind services in order to increase the effectiveness of the community cleanup events. However, it is not required to receive funding from ATCOG. Each county judge will use their discretion to choose which eligible entities are selected to coordinate the cleanup events, including county commissioners, city managers / mayors, or public school superintendents. The SWAC has also directed ATCOG staff to oversee the distribution of the funds through a Cog Managed Project. In the event that any recipient of the funding is unable to exhaust their funds on community cleanup events, ATCOG staff have been instructed by the SWAC to utilize the remaining funding to purchase additional educational outreach materials.

IV. Private Industry Considerations

Briefly describe the process by which private industry concerns will be considered during the project selection process. *Note: Public meetings held to discuss the Funding Plan should include discussions on the private industry requirements and the process that will be used to comply with those requirements (you may use a different format for submitting this information, as long as the information is provided as part of the funding plan package).*

Use the following spaces to describe the private industry process and insert or expand the rows as needed.

Prior to the implementation of the illegal dumping surveillance camera loan program and the community collection events, ATCOG will notify, by direct mail, all private industry located within the region, of the proposed projects. A public meeting will be held to address any concerns from the public and private industry representatives. A copy of the funding plan will be available for viewing by the public at this meeting. The nature of these projects will necessitate coordination between the counties located within the ATCOG region, environmental /code enforcement officers, prosecuting attorneys, and waste haulers/landfill operators, in addition to operators of MRFs. Each of these entities will be notified of the proposed projects prior to implementation.

Texas Commission on Environmental Quality

Regional Solid Waste Grants Program

Regional Funding Plan Certification

ARK-TEX COUNCIL OF GOVERNMENTS - #5

FY 18/19

The Regional Funding Plan was presented to the public at public meeting(s) and had the opportunity to comment. All comments received from the public, both written and oral, have been considered and a summary of those comments are attached to this final Funding Plan.

Date of Funding Plan Approval by the COG Governing Body:	8/31/2017
Public Meeting Date (s):	Pending approval of Draft Funding Plan by TCEQ
Typed/Printed Name and Title of Authorized Certifying Official:	Chris Brown, Executive Director
Signature of Authorized Certifying Official:	
Date Submitted/Signed:	
Attachments (Required):	
· Regional Funding Plan	Yes
· Public Meeting Summary	No
· Copy of Direct Mail Notice	Yes

Select The COG Name From Drop Down Menu By Clicking In This Box
PANHANDLE REGIONAL PLANNING COMMISSION - #1
SOUTH PLAINS ASSOCIATION OF GOVERNMENTS - #2
NORTEX REGIONAL PLANNING COMMISSION - #3
NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS - #4
ARK-TEX COUNCIL OF GOVERNMENTS - #5
EAST TEXAS COUNCIL OF GOVERNMENTS - #6
WEST CENTRAL TEXAS COUNCIL OF GOVERNMENTS - #7
RIO GRANDE COUNCIL OF GOVERNMENTS - #8
PERMIAN BASIN REGIONAL PLANNING COMMISSION - #9
CONCHO VALLEY COUNCIL OF GOVERNMENTS - #10
HEART OF TEXAS COUNCIL OF GOVERNMENTS - #11
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DEEP EAST TEXAS COUNCIL OF GOVERNMENTS - #14
SOUTH EAST TEXAS REGIONAL PLANNING COMMISSION - #15
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GOLDEN CRESCENT REGIONAL PLANNING COMMISSION - #17
ALAMO AREA COUNCIL OF GOVERNMENTS - #18
SOUTH TEXAS DEVELOPMENT OF COUNCIL - #19
COASTAL BEND COUNCIL OF GOVERNMENTS - #20
LOWER RIO GRANDE VALLEY DEVELOPMENT - #21
TEXOMA COUNCIL OF GOVERNMENTS - #22
CENTRAL TEXAS COUNCIL OF GOVERNMENTS - #23
MIDDLE RIO GRANDE DEVELOPMENT COUNCIL - #24

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FY 18/19
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Yes

No