

**CITY OF EL PASO, TEXAS
AGENDA ITEM
DEPARTMENT HEAD'S SUMMARY FORM**



DEPARTMENT: Environmental Services Department

AGENDA DATE: 10/14/25

PUBLIC HEARING DATE:

REVISED

9:34 am, Oct 02, 2025

CONTACT PERSON NAME: Nicholas Ybarra

PHONE NUMBER: 915-212-6000

DISTRICT(S) AFFECTED: All

STRATEGIC GOAL:

Goal 3 - Promote the Visual Image of El Paso

SUBGOAL:

SUBJECT:

"A Resolution authorizing the City Manager or designee to sign all documents related to the Rio Grande Council of Government's FY 2026 Regional Solid Waste Project Allocation COG managed program, in order to defray the costs of operating the City of El Paso's Scrap Tires Disposal Reimbursement Program and that the City Manager or designee is authorized to effectuate any budget transfers, any related agreements, amendments to such agreements, and documents after review and approval by the City Attorney's office, necessary to carry out the intent of this resolution. "

BACKGROUND / DISCUSSION:

Environmental Services reimbursements received from RGCOG in previous years: FY14 \$21,001.80; FY15 \$15,834.89; FY16 \$18,857.83; FY17 \$24,673.44; FY18 \$17,939.59; FY19 \$18,926.832; FY20 none – COVID; FY21 \$47,341.83; FY22 \$7,217.71; FY23 \$9,044.31; FY24 \$14,868.58

COMMUNITY AND STAKEHOLDER OUTREACH:

N/A

PRIOR COUNCIL ACTION:

Routine item - same item is brought annually.

AMOUNT AND SOURCE OF FUNDING:

N/A

REPORTING OF CONTRIBUTION OR DONATION TO CITY COUNCIL:

N/A

NAME	AMOUNT (\$)

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:

Nicholas N. Ybarra, P.E. Digitally signed by Nicholas N. Ybarra, P.E.
Date: 2025.09.17 08:54:23 -06'00'

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

RESOLUTION

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

WHEREAS, the RGCOG created the Regional Solid Waste Project Allocation COG Managed Program to procure and implement solid waste management projects from local and regional political subdivisions within the State of Texas; and

WHEREAS, City of El Paso in the State of Texas is qualified to apply for grant funds from the Rio Grande Council of Governments FY2026 Regional Solid Waste Project Allocation COG Managed Program under the RGCOG Request for Applications; and

WHEREAS, the Rio Grande Council of Governments' FY2026 Regional Solid Waste Project Allocation COG Managed Program is administered by the Rio Grande Council of Governments, is divided between six Texas counties and can be used to address the disposal of materials from illegal dumping sites; and

WHEREAS, illegal dumping sites, including the illegal dumping of tires, can pose health and safety risks for the citizens of El Paso; and

WHEREAS, The City of El Paso established the Scrap Tire Reimbursement Program to reduce the illegal dumping of tires; and

WHEREAS, The City of El Paso finds it in the best interest of the citizens of El Paso to continue to operate the Scrap Tire Disposal Reimbursement for the fiscal year 2026; and

WHEREAS, the City of El Paso wants to apply for grant funds from the FY2026 Regional Solid Waste Project Allocation COG Managed Program in order to defray the costs of operating the Scrap Tires Disposal Reimbursement Program.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

1. **THAT** the City Manager or designee is authorized to sign the application and any other documents required to apply for grant funds from the Rio Grande Council of

Governments FY2026 Regional Solid Waste Project Allocation COG Managed Program.

2. **THAT** the City Manager or designee is authorized to effectuate any budget transfers, any related agreements, amendments to such agreements, and documents after review and approval by the City Attorney's office, necessary to carry out the intent of this resolution.

APPROVED on this, the _____ day of _____, 2025.

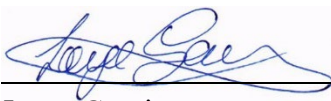
CITY OF EL PASO:

Renard U. Johnson
Mayor

ATTEST:

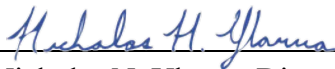
Laura D. Prine
City Clerk

APPROVED AS TO FORM:



Joyce Garcia
Assistant City Attorney

APPROVED AS TO CONTENT:



Nicholas N. Ybarra, Director
Environmental Services Department

Grant Information Form

Part A - Grant Application

Office of the Comptroller



This form is to be used to provide information to the Grants Administration Division (GAD) for grant applications, grant awards.

Department:

Environmental Services

DUNS-058873019/UEI-KLZGKXNFVTL4

A. GRANT APPLICATION

A1. Department Programmatic Contact Person

Name:

Alyssa Flores

Title:

Accountant

Phone No.:

(915)212-6012

Email:

FloresAH@elpasotexas.gov

A3. Financial Data

Amount of Granting Agency Funds Requested:

\$ \$40,000.00

Amount of City Matching Funds Requested:

\$

Amount of In-Kind Funds Requested:

\$

Amount of "other" matching Funds:

\$

Other Matching Funds Source:

Total Amount Requested:

\$ \$40,000.00

A2. Grant Data

Funding Agency:

Rio Grande Council of Governments

Grant Name:

Scrap Tire Disposal Reimbursement

CFDA/ALN: ('n/a' if unavailable)

N/A

[Find Federal Program Information](#)

Application Due Date:

October 03, 2025

NOTE: If application due date does NOT meet the 14 working day requirement, application MUST be accompanied with a memo from your DCM requesting a one-time exception in order to be processed.

Requires Signature or Review from:

- ☐ Mayor
- ☒ City Manager
- ☐ Legal Review

A4. Grant Classification

- ☒ Competitive (award based on competition)
- ☐ Entitlement (set of funds determined by formula)
- ☐ Continuation (ongoing funding)

Grant Information Form - Part A

A5. City Match Certification

Has City Match been secured by the Department Director?

☐ Yes ☐ No ☒ N/A

Is the match secured for the life of the grant?

☐ Yes ☐ No ☒ N/A

Does this grant allow for operating/administrative costs?

☐ Yes ☒ No ☐ % Amount: \$

How is the match amount determined?

☐ Fixed Amount: \$

☐ Percentage of Project Cost: %

☒ Other (Please explain):

N/A

For this fiscal year, how much of the local match amount is already in the department's budget:

\$

Not budgeted:

\$

Proposed source of match:

Description of Grant:

Environmental Services Department absorbs all of the costs related to tire collection and delivery to Tres Pesetas, LLC. The total proposed project cost will be paid by the City of El Paso. The Rio Grande COG Regional Solid Waste Grant monies will be used as reimbursement only. The amount of grant money will vary depending on the funds remaining at the close of the grant cycle. The City of El Paso would only receive funds that have not been spent by other recipients at the end of the year.

REQUIRED SIGNATURES

Preparer

eSigned via GovOS.com
Alyssa Flores
Key: 986a2d42-9362-46fc-ab00-18bfb9cefb9a4

Date

09-08-2025

Department Director

eSigned via GovOS.com
Nicholas Natividad Ybarra
Key: 1e178a5a-70cb-46b9-bda9-4167056301bb

Date

09-08-2025

Grants Administration Div.

eSigned via GovOS.com
Elda Rodriguez-Hofner
Key: 7b270d1a-4424-4b13-b80f-4f1544d1d4a3

Date

09-09-2025

Legal Review

eSigned via GovOS.com
Joyce Garcia
Key: 3d452f80-af40-419f-841d-863e6542f882

Date

09-15-2025



**RIO GRANDE COUNCIL OF GOVERNMENTS
IN COOPERATION WITH THE
TEXAS COMMISSION ON ENVIRONMENT QUALITY**

**FY 2026 REGIONAL SOLID WASTE PROJECT ALLOCATION
RIOCOC MANAGED PROGRAM**

PROJECT ALLOCATION APPLICATION INSTRUCTIONS AND FORMS

A completed application must be received on **October 3, 2025, at 12 PM MT/ 1 PM CT**

Application must **be emailed** in **Word and PDF** to Marisaq@riocog.org

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PURPOSE

The purpose of this program is for the Rio Grande Council of Governments (RIOCOG) to procure and implement solid waste management projects that support the goals and objectives of its adopted Regional Solid Waste Management Plan (RSWMP). To accomplish this goal, RIOCOG is seeking implementation projects from local and regional political subdivisions within the State of Texas. The projects must provide a direct measurable effect on reducing the amount of waste going into Texas landfills, by either diverting various materials from the municipal solid waste stream for beneficial use or by reducing waste generation at the source. If selected, RIOCOG will procure services or activities on behalf of the applicant's project.

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

RIOCOG's major goals, which are based on the 2022-2042 Update of the Regional Solid Waste Management Plan are:

Goal #1: Promote planning to facilitate adequate services and facilities for the proper management and disposal of municipal solid waste.

- | | |
|-----------------|---|
| Objective #1 A. | Identify areas with less than 10 years of municipal solid waste disposal capacity, and implement programs or actions to develop more capacity. |
| Objective #1 B. | Identify areas with inadequate collection, transportation, and disposal and processing facilities and/or services and implement programs to address those problems. |
| Objective #1 C. | Support regional and local efforts to identify areas with litter and illegal dumping problems, and implement programs to address those problems. |
| Objective #1 D. | Encourage the development of local solid waste management plans where necessary to ensure long-term capacity and the provision of services. |
| Objective #1 E. | Review municipal solid waste management facility permit applications for conformance with local and regional solid waste plans. |
| Objective #1 F. | Review municipal solid waste facility locations for Compatibility with surrounding land uses, zoning, growth patterns, and community land use plans. |
| Objective #1 G. | Encourage local stakeholder involvement in the review of proposed municipal solid waste facility applications. |

GOAL #2: Provide technical support and services to promote local and regional municipal solid waste planning.

- Objective #2 A. The RIOCOG shall serve as the central point of contact for solid waste management information, outreach, and education and training programs.
- Objective #2 B. Develop regional cooperative service contracts such as household hazardous waste collection contracts or regional recyclables marketing contracts.
- Objective #2 C. Assess waste disposal needs and service needs to identify the best approach to meet those needs.
- Objective #2 D. Continue to develop and maintain an inventory of solid waste management facilities and services in the planning region.
- Objective #2 E. Benchmark and track the effectiveness of regional and local waste reduction and recycling efforts.

Goal #3: Reduce the amount of municipal solid waste disposed of, through waste reduction, recycling, and reuse.

- Objective #3 A. Use outreach and education programs as a catalyst for short-term program initiatives and for long-term changes in attitudes.
- Objective #3 B. Benchmark and track the effectiveness of regional and local waste reduction and recycling efforts.
- Objective #3 C. Target waste reduction and recycling activities to the major components of the waste disposal stream.
- Objective #3D. Target waste reduction and recycling activities to components of the waste stream that may pose special risks or problems.

ELIGIBLE APPLICANTS

Eligible entities are:

- Cities
- Counties
- Public schools and school districts (excluding universities and other postsecondary educational institutions)
- General and special law districts created in accordance with state law, and with the authority and responsibility for water quality protection or municipal solid waste management, to include river authorities

Private and non-profit companies and organizations are not eligible entities to apply for this program. However, eligible applicants may request from RIOCOG to contract with private and non-profit entities to provide specific solid waste services or activities.

Entities that are subject to payment of state solid waste disposal fees and whose payments are in arrears are not eligible to receive a project allocation. In addition, entities that are barred from participating in state contracts by the Texas Comptroller of Public Accounts, under the provisions of §2155.077, Government Code, are not eligible to receive a project allocation.

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 be 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. The Uniform Grant and Contract Management Act, Texas Government Code, §§783.001 et. seq., and the Uniform Grant Management Standards, 1 TAC §§5.141 et. seq. (collectively, “UGMS”).

COMPLIANCE TOOLS FOR APPLICABLE STATUTES AND REGULATIONS

It is the responsibility of the entity to identify the TCEQ rules and regulations which may apply to the implemented activity. All entities must comply with all applicable rules and regulations, even if the local government is exempt from notifying the TCEQ of the activity, e.g., local government recycling initiatives. The below links will be of assistance in ensuring compliance with the TCEQ rules and regulations.

For information on Regulations, Resources, and Guidance on Recycling Electronic Equipment, go to:

<http://www.tceq.texas.gov/assistance/industry/e-recycling/e-recycling-regs.html>.

For information on E-Recycling/Recycling Compliance Resources, go to:

<http://www.tceq.texas.gov/assistance/industry/e-recycling/recycling-compliance>.

To view our Compliance Overview Tools, go to:

<http://www.tceq.texas.gov/assistance/industry/e-recycling/recycling-compliance#tools>.

This is where you can find the E-recycling/Recycling Facility Compliance Checklist. Use the E-recycling/Recycling Facility Compliance Checklist to evaluate whether the recycling facility you intend to send recyclables to is an authorized facility. This will be a helpful tool to screen solid waste/recycling service providers that you may contract with, and prior to placing them on your lists of solid waste/recycling service providers, and/or placing links on your website to their website and information.

To see what authorizations a facility may have please check central registry at:

http://www.tceq.texas.gov/permitting/central_registry.

If an entity is unsure what regulations apply or have questions about authorizations listed in TCEQ's Central Registry, please call the TCEQ's Small Business and Local Government Assistance Section toll free at 1-800-447-2827. More information on this program is available at:

<http://www.tceq.texas.gov/assistance>.

Rio Grande Council of Governments

FY 2026 REGIONAL SOLID WASTE PROJECT ALLOCATION PROGRAM

Form 1. Application Information and Signature Page

**City of El Paso, Environmental
Services Department**

Applicant:

7968 San Paulo

El Paso, TX 79907

Address

Nicholas N. Ybarra, PE, CFM

Contact Person

\$40,000

Funding Amount Proposed:

(915) 212-6000

Phone

(915) 212-6100

Fax

Date Submitted:

Project Category

- ☒ 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
- ☐ Educational and Training Projects

Signature

By the following signature, the Applicant certifies that it has reviewed the certifications, assurances, and deliverables included 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.


Signature

Elda Rodriguez-Hefner, CGFM

Typed/Printed Name

Grants Administrator

Title

09/23/2025

Date

For Use By Rio Grande Council of Governments

Date application was received: _____

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

Is the application administratively complete: _____ Yes _____ No

Project Application – Form 1

Form 2. Authorized Representatives

The Applicant hereby designates the individual(s) named below as the person or persons authorized to receive direction from the RIOCOG, 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.

Nicholas H. Ybarra

Signature

Nicholas N. Ybarra

Typed/Printed Name

Director, Environmental Services
Department

Title

9-8-2025

Date

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.

Elda R. Hefner

Signature

Elda Rodriguez-Hefner

Typed/Printed Name

Project Application
Form 2

Grants Administrator, Office of the
Comptroller

Title

09/23/2025

Date

Form 3. 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 RFGA. The following certifications are intended to help the RIOCOG 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 RIOCOG 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:

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

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 RFGA 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 RIOCOG.

9. Technical Feasibility (Not Applicable)

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 RFGA.

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 (Not Applicable)

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 RIOCOG. 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 RIOCOG 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 RIOCOG on a schedule established by the RIOCOG, and additionally, to continue to document the results of the project activities for the life of the project; and to provide the RIOCOG 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 RIOCOG.

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.

Project Application

Form 3

Form 4. Resolution

A resolution authorizing the application must be approved by the governing body of the Applicant. Following this page is an example Resolution Form that may be used to prepare the required resolution.

To complete your application, please remove this page and replace it with a signed resolution of your entity's governing body.

The final Resolution Form will be submitted to Council on Tuesday, October 14th, 2025.

Resolution

{Example}

Resolution of City of El Paso authorizing the filing of a grant application with the (RIOCOG) for a regional solid waste grants program grant; authorizing (person and/or title) to act on behalf of City of El Paso in all matters related to the application; and pledging that if a grant is received City of El Paso will comply with the grant requirements of the (RIOCOG), the Texas Commission On Environmental Quality and the State of Texas.

Whereas, the (RIOCOG) is directed by the Texas Commission on Environmental Quality to administer solid waste grant funds for implementation of the RIOCOG's adopted regional solid waste management plan; and

Whereas, City of El Paso in the State of Texas is qualified to apply for grant funds under the Request for Grant Applications.

Now, therefore, be it resolved by City of El Paso IN (Location of office) Texas;

1. That (Name/title of individual) is authorized to request grant funding under the (RIOCOG) Request for Grant Applications of the Regional Solid Waste Grants Program and act on behalf of (Name of entity) 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, (Name of entity) will comply with the grant requirements of the (RIOCOG), 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 and approved by (board or chief official as applicable) in (city), (state), on this the (number/day) day of (month), (year).



(Signature of Authorized Official)

Elda Rodriguez-Hefner

(Typed or Printed Name)

Form 5: Explanation Regarding Private Industry Notification

Applicable to Applicants under the following grant categories:

1. Source Reduction and Recycling
2. Citizens' Collection Stations and "Small" Registered Transfer Stations
3. A demonstration project under the Educational and Training Projects category

Form 5a. List of Private Service Providers Notified

Private Service Providers Contacted	Name and Position	Telephone Number	Date Notified

Form 5b. Summaries of Discussions with Private Industry

(Refer to instructions concerning information to include on this form. Attach any written comments or input provided)

Form 6: Project Summary

Please provide a complete project summary. Reference the goals, objectives, and/or recommendations from the regional solid waste management plan that apply to the project, and how the project will assist in implementing the plan. Refer to the application instructions when completing these forms. If necessary, attach additional pages for each form.

Form 6a. Project Description

The City of El Paso Environmental Services Department would like to establish a scrap tire disposal reimbursement program. Below are the highlights of the tire disposal process for tires collected from solid waste services offered by our department.

Solid Waste customers are allowed to dispose of up to eight (8) tires per year at the Landfill or at any of our Citizen Collection Stations free of charge. Tires are also collected during illegal dumping clean-ups.

The Department absorbs all costs related to tire collection and delivery to Tres Pesetas, LLC, the tire disposal company contracted by the City of El Paso. The cost averages over \$4,500 per month.

Money from this grant will be used to defray the costs of collecting tires from illegal dumping sites and similar tire clean-up projects. All residents benefit from this project.

Project Application

Form 6a

Form 6b. Project Cost Evaluation

(add additional pages as necessary)

Provide an evaluation of the costs associated with the proposed project. Explain how the total related costs of the proposed project were adequately considered; compare project costs to established averages or to normal costs for similar projects. Present the costs in unit terms, such as cost per ton, cost per customer, or cost per capita, as applicable. Describe any measurable costs savings, or reasonably justified costs of the project.

Total proposed project cost (including in-kind contributions) is: \$ 40,000.00

The total proposed project cost will be paid by the City of El Paso. The Rio Grande COG Regional Solid Waste Grant monies will be used as reimbursement only. The amount of the grant money will vary depending on the funds remaining at the close of the grant cycle. The City of El Paso would only receive funds that have not yet been spent by other recipients at the end of the year.

Project Application
Form 6b

Form 6c. Level of Commitment of the 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.

Piles of illegal tires have been an eyesore as well as a thorn in the side of the City for some time. These are a health and safety issue because of their potential to be breeding grounds for mosquitos that carry viruses such as West Nile, Encephalitis and Zika. They are unsightly and make a poor first impression on visitors that enter the City from the East. City officials realize that many of these tires come from businesses and residents within the City limits of El Paso, therefore we have an obligation to help remove them. The City has been collecting illegally dumped tires for over 16 years. This grant will help defray a portion of the disposal expenses.

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.

If the proposed project has received previous grant funding under this program, explain to what extent the proposal involves expansion of current services or operations, and present quantifiable documentation of the success of the project in order to warrant further funding. Demonstrate a good record of past grant contractual performance.

Environmental Services reimbursements received from RIOCOG in previous years:

FY14 \$21,001.80; FY15 \$15,834.89; FY16 \$18,857.83; FY17 \$24,673.44; FY18 \$17,939.59; FY19 \$18,926.32; FY20-none-COVID; FY21 \$47,341.83; FY22 \$7,217.71; FY23 \$9,044.31; FY24 \$14,868.58

Project Application
Form 6c

Form 6d. Scope of Work

(See application instructions. 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. Once the details of the work program have been negotiated with the Applicant and approved by the RIOCOG, the work program will be entered into the grant contract.

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.

Invoices for all tires that are disposed of will be on file. At such time as funds are available, invoices for the amount of funds will be provided to the RGCOG. Even if no funds are received, the City of El Paso is committed to providing this service with our own funds. Tires are collected every day at the Citizen Collections Stations and the Landfill.

**Project Application
Form 6d**

Form 7. Grant Budget Summary

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

Budget Category		Funding Amount
1.	Personnel/Salaries -Not Applicable	\$
2.	Fringe Benefits – Not Applicable	\$
3.	Travel – Not Applicable	\$
4.	Supplies	\$
5.	Equipment	\$
6.	Construction – Not Applicable	\$
7.	Contractual	\$ 40,000 - MAX
8.	Other	\$
9.	Total Direct Charges (sum of 1-8)	\$ 40,000
10.	Indirect Charges*	\$
11.	Total (sum of 9 - 10)	\$ 40,000
12.	Fringe Benefit -Not Applicable	%
13.	Rate:	%
13.	Indirect Cost Rate:	%
Will need a copy of the approved cognizant indirect letter		
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>In accordance with the TxGMS, 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>		
Please complete any of the following detailed budget forms that are applicable.		

Project Application
Form 7

Form 7a: Detailed Matching Funds/In-Kind Services

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: \$

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:

In-Kind Services: \$_____ (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:

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:

\$ 40,000 Maximum total cost of the disposal contract

In-Kind: The City will pick up and deliver all illegally dumped tires to Tres Pesetas, LLC.

Project Application
Form 7a

~~Form 7b: Detailed Personnel/Salaries Expenses~~ Not Applicable

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 RIOCOG.

Position Title	Function	FTE	Status	Monthly Salary
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
Total (Must equal Line 1 of the Overall Budget Summary)		\$		

Form 7c: Detailed Travel Expenses – Not Applicable

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
		\$
		\$
		\$
		\$
		\$

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 RIOCOG. Complete the following information for all requested non-routine travel, including any out-of-state travel. If those details are not presently known, the RIOCOG will need to approve those travel costs before the travel occurs.

Non-Routine Travel Expenses – Not Applicable

Date(s)	Purpose & Destination	Person(s)	Estimated Cost
			\$
			\$
			\$
Total Travel Expenses (Must equal Line 3 of the Overall Budget Summary)		\$	

~~Form 7d: Detailed Supply Expenses~~ --Not Applicable

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.

General Types of Supplies	Estimated Cost
General office/desk supplies – Not Applicable	\$
Other supplies (<i>explain below</i>):	\$
TOTAL (<i>Must equal Line 4 of the Overall Budget Summary</i>)	\$

Form 7e: Detailed Equipment Expenses

All equipment purchases must be pre-approved by the RIOCOG. 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 RIOCOG before the costs are incurred.

Equipment (\$10,000 or more per unit) <i>(Show description, type, model, etc.)</i>	Unit Cost	No. of Units	Total Cost
	\$		\$
	\$		\$
	\$		\$
	\$		\$
<i>Total</i> <i>(Must equal Line 5 of the Overall Budget Summary)</i>		\$	

Form 7f: Detailed Construction Expenses – Not Applicable

All construction projects must be pre-approved by the RIOCOG. 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 RIOCOG 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>		\$

Form 7g: Detailed Contractual Expenses

All contractual expenses must be pre-approved by the RIOCOG. 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 the RIOCOG 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 the RIOCOG before work begins.

Purpose	Contractor(s)	Contract Amount
		\$
		\$
		\$
		\$
Total (Must equal Line 7 of the Overall Budget Summary)		\$

Form 7h: 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 – Not Applicable	\$
Postage, telephone, FAX, utilities – Not Applicable	\$
Printing/reproduction	\$
Advertising/public notices	\$
Registration fees for training (if approved) – Not Applicable	\$
Repair and maintenance – Not Applicable	\$
Basic office furnishings	\$
Space and equipment rentals	\$
Signage	\$

Additional Other Expenses – Not Applicable

The specific details of additional “Other” category expenses, not included on the list of basic Other expenses, must be pre-approved by the RIOCOG. 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 RIOCOG before the costs are incurred.

Additional Other Expenses	Unit Cost	No. of Units	Total Cost
Computer hardware not listed under the Equipment category (itemize each expense below including description, type, model, etc.): - Not Applicable	\$		\$
Computer software (itemize each expense below including description, type, model, etc.): - Not Applicable	\$		\$
Additional Other expenses (itemize each expense below including description, type, model, etc.): - Not Applicable	\$		\$
(Must equal Line 8 of the Overall Budget Summary)		\$	

Project Application**Additional Other Expenses**

Required Attachments to the Application

5. 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.
6. If applicable, attach any written comments submitted by private industry (*see instructions for Form 5*).
7. 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 (*see Form 3, Certification No. 11*).

II-D: Private Industry Notification

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Example Notice to Private Industry

In accordance with the Private Industry Notification and Appeal Process requirements in the grant contract, the RIOCOG is to notify private entities providing recycling and solid waste services within the region, of the funding program and the process for working with applicants and/or the RIOCOG to discuss and resolve any private industry issues. The private industries must also be advised of the availability of project applications for review and comment.

The RIOCOG has a number of options for fulfilling these requirements, such as mailing the Requests for Applications (RFAs) to private industry or otherwise notifying them of the funding process, and including some form of notice or information to explain the process for resolving private industry issues. The accompanying *Example Notice to Private Industry* is intended to assist the RIOCOG in developing one or more notice forms that can be sent to private industries in the region to fulfill the notification requirements.

If there is an unresolved private industry concern about the project, it must be noted on the implementation project summary form, and copies of the private industry comments and the minutes or summaries of the SWAC and Board meetings where the project was discussed must be provided. Those minutes must include an explanation of why the SWAC and Board determined that the private industry concerns were not valid. Copies must also be provided of all notices sent to private industries that were opposed to the project, notifying them of the opportunity to appeal the decision to the TCEQ.

Example

FY (Insert New Fiscal Years) Regional Solid Waste Grant Program

{COG Name}

Notice to Private Industry Providing Recycling or Solid Waste Services

{Date}

This notice is issued by *{COG Name}* to advise private industries providing recycling or solid waste services within the *{COG Name}* region that applications are being accepted from local governments for grant funding for recycling and other solid waste management projects within the region. These funds are provided through a grant from the TCEQ, under the authority of Section [361.014](#), Texas Health & Safety Code.

In accordance with the statutory provisions, a project or service funded under this program must promote cooperation between public and private entities and may not be otherwise readily available or create a competitive advantage over a private industry that provides recycling or solid waste services.

In order to comply with these requirements, applicants with projects that will provide recycling or other solid waste services are asked to notify private industries providing similar services within the geographic service area of the project, to ensure that any questions about the proposed project can be addressed early in the application process. Note that this notification process is not required for projects where a recycling or solid waste service will not be provided. If a local government contacts you about a proposed project, we recommend that you respond as soon as possible with any concerns you may have about the project.

In addition to this coordination process by the local governments, the applications will be available for public review during the time period and at the location listed below.

Review Dates and Times:

Physical Location:

If you have any concerns about a proposed project, as it relates to compliance with the statutory provisions, you may submit written comments to the address below by *{date}*. If you submit comments, you will be notified of the date and time when the projects will be reviewed by our Solid Waste Advisory Committee and will be afforded the opportunity to discuss your concerns with the Committee.

Mailing Address:

Fax Number:

Email Address:

The Committee recommendations will be provided to our *{Board/Executive Committee}*, which will make the final project selection decisions. Per the procedures established by the TCEQ, if a private industry submits comments opposing a project based on the statutory provisions, and the project is selected for funding, that private industry may then appeal the project selection to the TCEQ.

For further information about this process, and for the dates and times when the applications will be considered, please contact *{Name}* at *{Phone Number}*