



COLORADO

**Department of Public
Health & Environment**

Recycling Resources Economic Opportunity Program

Seventh Annual Report, FY2014

February 2015

Submitted to the Colorado Legislature
By the Colorado Department of Public Health and Environment,
Division of Environmental Health and Sustainability

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Executive Summary

Colorado's municipal solid waste recycling rate has consistently lagged behind the national average. To advance opportunities for recycling in Colorado, the Recycling Resources Economic Opportunity Act of 2007 established a grant program within the Colorado Department of Public Health and Environment (the department) to help create or expand existing recycling programs. The Act also established a recycling rebate program to reward those Colorado businesses and organizations who are actively collecting materials for recycling. These funds promote economic development through the productive management of recyclable materials that would otherwise be treated as discards.

In FY2014, funding for the RREO program came from a tipping fee at state landfills. For every cubic yard of waste disposed at landfills within Colorado, the Fund received a \$0.07 tipping fee. This fee increased to \$0.09 per cubic yard effective January 1, 2014 with the passage of SB13-050, which also extended the sunset date of the RREO Fund to 2026. Total revenues in FY2014 amounted to \$1,516,162.

Grant Program Description

Grants are intended to fund the following types of projects:

- recycling, beneficial use, and reuse
- public private partnerships that promote waste diversion, recycling, recycling markets, and the beneficial use of discarded materials
- developing or expanding local economic infrastructure for the sustainable use of discarded materials
- providing local incentives to develop or expand markets for recycled products; educational programs
- improve waste management plans by local governments
- cleaning up illegal waste dumping and reducing waste tire stockpiles

The grants are available to for-profit and nonprofit organizations, governmental agencies, schools and universities. All grants must directly benefit the state of Colorado.

One Request for Applications (RFA) was released. The initial RFA released in January 2013 resulted in 37 grant applications submitted, totaling more than \$5.4 million in requests. Due to limitations in generated revenues, the department was only able to award a total of \$827,422 in funding to six grant applicants. This represents only 15% of the total amount requested. The grant recipients began their projects on or after July 1, 2013 and completed their projects on June 30, 2014. To date, this investment created 93 "green" jobs and diverted 7,972 tons of material from the landfill.

Rebate Program Description

The recycling rebate program was created to reward those companies and organizations that offer recycling services throughout the state of Colorado. Although there is no specific requirement for how an entity's rebate funds may be used, the intent is for the entities to reinvest the funds to continue to support or expand their recycling services.

In FY2014, the department issued a total of \$334,209 in rebates (\$184,209 in the first round and \$150,000 in the second round). Rebates were distributed at six month intervals; the first in October 2013 and the second in April 2014. The rebates were distributed to operators of free public recycling drop-off centers.

Background

Colorado’s municipal solid waste recycling rate lags behind the national average. To advance opportunities for recycling in Colorado, the state legislature passed the Recycling Resources Economic Opportunity Act of 2007, establishing a grant program to help create or expand existing recycling programs and a rebate program to reward those Colorado businesses and organizations who are actively providing recycling services. The state legislature recognized the need to incentivize waste diversion activities in Colorado to take advantage of the many benefits which include:

- conservation of energy and natural resources
- reduction of waste, pollution and greenhouse gas emissions
- economic growth
- job creation
- accessibility of materials for in-state markets
- prolong the life of landfills

Through the RREO grant program, these funds promote economic development through the productive management of recyclable materials that would otherwise be treated as discards. In addition, these funds help businesses, local governments, nonprofit organizations, and schools and universities that may not have the ability to raise the capital needed to start or expand a recycling program. Projects that meet the goal of the grant program may be designed to implement source reduction, recycling, beneficial use/reuse, anaerobic digestion, or composting for a wide variety of materials.

The Act also created a committee of thirteen representatives from various state agencies, local government entities, for-profit business, and nonprofit groups to advise the Pollution Prevention Advisory Board and the department on how best to allocate revenues collected for the RREO Fund. This committee evaluates and selects the grants to be funded each fiscal year and determines the formula for the biannual recycling rebate.

Funding for the RREO program came from tipping fees at state landfills (see Table 1). For every cubic yard of waste disposed at landfills within Colorado, the Fund received a \$0.07 tipping fee. Total revenues in FY2014 amounted to \$1,516,162. This fee increased to \$0.09 per cubic yard effective January 1, 2014 with the passage of SB13-050, which also increased tipping fees in calendar year 2015 to \$.11 per cubic year and 2016 to \$0.14 and extended the sunset date of the RREO Fund to 2026. Currently, this is the only state funding available to support recycling implementation projects in Colorado.

TABLE 1: RREO Sources of Funding

	Rate Per Cubic Yard of Solid Waste Disposed	Waste Tire Fee, Per Tire
FY2008 - FY2011	\$0.07	\$0.25
FY2012 - Dec 2013	\$0.07	\$0
CY2014	\$0.09	\$0
CY2015	\$0.11	\$0
CY2016 - FY2026	\$0.14	\$0

The provisions of the Act assist the state in promoting economic development, advancing job growth, achieving greater levels of waste diversion, and preserving the state’s natural beauty. The RREO Program is housed at the Colorado Department of Public Health and Environment, Division of Environmental Health Sustainability. Before the Act was signed into law, no state agency had the responsibility to encourage or help sustain recycling in Colorado.

Grant Program

FY 2014 Grant Solicitation

The Request for Applications (RFA) for FY 2014 was prepared by the department with assistance from the committee and was approved by the board for release in January 2013. The department's purchasing and contracts unit also reviewed the RFA to ensure compliance with state procurement guidelines.

The RFA sought applications that met one or more of the following general objectives:

- Accomplishing greater levels of solid waste minimization, waste diversion (from landfill disposal), recycling (for various materials or products), material reuse and composting;
- Implementing proven diversion methods such as Pay-As-You-Throw (PAYT), market incentives, contracting, municipal ordinance, or other mechanisms;
- Developing best practices in recycling, waste minimization and diversion, material reuse and composting;
- Improving market research and data to identify material reuse opportunities;
- Providing data on quantities of recyclables in order to set goals, track progress, and support new or expanded market development;
- Providing detailed economic information on the impacts of recycling and material reuse in Colorado;
- Providing more education and information to residents of the state about recycling; and
- Increasing regional partnering to maximize economies of scale.

The committee created a tiered system to prioritize eligible types of projects to best help the state increase waste diversion and create economic opportunities. Priorities may change in future grant cycles based on the committee's recommendations.

First Tier:

- Utilize the Hub-and-Spoke model (projects must meet **both** criteria below):
 - to develop or expand local or regional recycling infrastructure, especially in underserved areas of the state; and
 - to form public-private or multi-jurisdiction partnerships to promote waste diversion, recycling, recycling markets, the beneficial use of discarded materials, or other recycling-related uses.

Second Tier (includes some or all of the following *types* of projects in no order of priority):

- Implement projects that directly result in increased levels of recycling, reuse, and/or composting to divert more materials from landfill disposal. This may include Pay-As-You-Throw (PAYT) programs, market incentives, performance-based contracting, municipal ordinances, or other similar mechanisms.
- Provide local incentives to develop or expand markets for recycled products and material reuse.
- Develop or expand local or regional recycling infrastructure, though not necessarily via a Hub-and-Spoke model.
- Form public-private or multi-jurisdiction partnerships to promote waste diversion, recycling, recycling markets, beneficial use of discarded materials, or other recycling-related uses. These partnerships can be developed independently of a comprehensive Hub-and-Spoke system.

Third Tier (includes some or all of the following *types* of projects in no order of priority):

- Undertake sustainable community resource education programs.
- Develop educational programs and improve infrastructure for schools and other educational institutions.

- Provide assistance in connection with the development or improvement of integrated waste management plans by local governments that focus on waste diversion.
- Clean up illegal waste dumping.
- Reduce waste tire stockpiles.

FY 2014 Grant Projects

In the FY 2014 grant cycle, 37 grant applications were submitted totaling more than \$5.4 million in requests. The applications were evaluated based on the following six criteria:

- environmental benefits;
- economic impact;
- infrastructure improvement;
- feasibility of successful implementation;
- measurable results and outreach; and
- experience and qualifications.

The department awarded a total of \$827,422 to six applicants (see Table 2). Grant recipients began their projects on or after July 1, 2013 and completed their projects by June 30, 2014. The following is a summary of each project, including a discussion of deliverables achieved and updates on additional project accomplishments in the six months since the fiscal year ended.

TABLE 2: FY2014 RREO Grants

#	Name of Applicant	Project Title	Award Amount	Type	Geographic Location
1	Archuleta County Solid Waste & Recycling	Hub-and-Spoke Recycling Equipment and Implementation Program	\$136,379	Government	Pagosa Springs and region
2	Clean Valley Recycling	Clean Valley Hub-and-Spoke	\$65,700	Nonprofit	La Junta, Rocky Ford, and region
3	Goodwill Industries of Denver	Recycle Expansion Project	\$220,000	Nonprofit	Front Range
4	Green Sheen Paint and Design	Developing Sustainable Infrastructure and Jobs in the Paint Recycling Industry	\$149,850	For-Profit	Statewide
5	Peak Plastics Recycling	HDPE Pit Liner Solutions and Expansion of Plastics Reprocessing	\$178,293	For-Profit	Aurora
6	Spring Back Colorado	Capacity-Building for Mattress Recycling in Colorado	\$77,200	For-Profit	Denver
Total Amount Funded:			\$827,422		

Hub-and-Spoke Recycling Equipment and Implementation Program

Archuleta County

Summary

Archuleta County created a comprehensive hub-and-spoke recycling program through the expansion of their recycling facility as follows; 1) purchased and installed a horizontal baler with above ground conveyer belt; 2) upgraded infrastructure to the existing recycling center by adding three-phase electricity, a concrete slab, and a shelter for the baler; 3) purchased a skid-loader to move and load bales; and 4) provided educational recycling programs in Archuleta County, Pagosa Springs, and the surrounding area. These activities helped increase the efficiency of the county's existing recycling program.

Deliverables Achieved

The site was prepped and the baler/conveyor line installed in January of 2014. In the second half of the grant period, Archuleta County recycled more than 122 tons of material. Staff also presented to 11 school and civic groups to educate the community about the new recycling center and the overall importance of recycling.

Six Month Update

Community participation continues to be strong. Three loads of cardboard and one load of mixed paper were shipped in the six months after the grant cycle ended. There are plans to purchase additional roll-off containers to help manage the influx of material.

Government

Tax Status

Pagosa Springs and region

Geographic Area

\$136,379

Awarded



Clean Valley Hub-and-Spoke

Clean Valley Recycling

Summary

Clean Valley Recycling established a hub-and-spoke model for southeastern Colorado through the addition of two drop-off locations in the region. The project also increased the amount and types of materials collected for recycling. Clean Valley improved their capacity to process material through the purchase of a horizontal baler and sorting line. Grant funds also were used to market their recycling program through the development of brochures and informational website.

Deliverables Achieved

The new horizontal baler was installed in October 2014. A total of 1,000 brochures were distributed in the fall and spring. A new sorting system was instituted at the “hub” facility in Swink, CO, and a new permanent billboard was placed on Highway 50 to direct residents to the drop-off center.

Six Month Update

Cardboard recycling has increased substantially, with one 23-ton load shipped to market each month. Two new “spoke” locations were established: one in Las Animas and one at the Crowley County Correctional Facility. In November 2014, Clean Valley hosted environmental entertainer and magician “Steve Trash”, with more than 700 residents (mostly students) attending three shows. Future efforts will focus on increasing the amount of recyclables collected in their service territory.

Nonprofit
Tax Status

**La Junta,
Rocky Ford,
and region**
Geographic Area

\$65,700
Awarded



Recycle Expansion Project

Goodwill Industries of Denver

Summary

Goodwill of Denver operates 27 retail stores and 18 donation sites that collect donations and recyclable materials from the public. To minimize the amount of materials that go to the landfill, Goodwill Denver purchased equipment (a conveyor, forklift, and bins) and increased staffing to implement a three-prong approach: 1) sort the contents of each box truck before they travel to the landfill; 2) place recycling bins throughout rural and underserved areas of Goodwill Denver’s territory; and 3) increase electronics recycling without charging a fee to the public. Goodwill Denver will divert 2,700 tons annually from Colorado’s landfills, and instead recycle or reuse these materials.

Nonprofit

Tax Status

Front Range

Geographic Area

\$220,000

Awarded

Deliverables Achieved

All equipment was installed in September 2013. Goodwill exceeded all recycled tonnage milestones ahead of schedule for both e-waste and tipping truck contents. Twenty-five new recycling drop-off locations were established in select rural areas adjacent to the Front Range urban corridor. Eleven new employees were hired to process materials for reuse and recycling.

Six Month Update

Goodwill moved its primary tipping truck sorting line to a larger, more centralized warehouse space, and volumes of material have increased accordingly. The e-waste refurbishment program was expanded to include older models allowing for additional reuse and sales opportunities. Goodwill is looking to partner with large businesses in their service territory to accept their IT equipment for recycling, in addition to electronics donated to Goodwill through each of its donation sites.



Developing Sustainable Infrastructure and Jobs in the Paint Recycling Industry

Green Sheen Paint and Design

Summary

Green Sheen Paint and Design developed a network of drop-off and retail outlets for recycled paint through a partnership with Habitat for Humanity ReStores. This significantly expanded the infrastructure necessary to collect latex paint along the Front Range. Grant funds were used to purchase equipment for Green Sheen's recycling hub in the Denver area to increase paint processing capability.

For-Profit
Tax Status

Statewide
Geographic Area

\$149,850
Awarded

Deliverables Achieved

A new warehouse was leased and the facility was operational in October 2013. A significant amount of public outreach was done to advertise Green Sheen's services, including radio spots and commercials on two major television networks. Over the course of the project, more than 93,000 gallons of paint was processed, packaged, and sold under Green Sheen's brand name. Ten new FTEs were hired to keep up with demand.

Six Month Update

Interest in latex paint recycling has grown at a rapid pace. Green Sheen has established a hub-and-spoke network to collect paint for recycling along the I-25 urban corridor from Fort Collins to Pueblo, the central mountain region, and southwest Colorado. Six additional jobs were created to keep up with demand.



HDPE Pit Liner Solutions and Expansion of Plastics Reprocessing

Peak Plastics Recycling

Summary

Peak Plastics Recycling established a recycling facility to process various grades of pit liners from oil and gas operators, the bulk of which are being exported to other states. Peak Plastics used the grant funds to purchase a baler, shredder, grinder, wash line, and pelletizer to process the liners. This grant project specifically focused on recycling High-Density Polyethylene (HDPE) plastic liners, a material used in the oil and gas industry to control spills at well sites. Peak Plastics hopes to become a central depository and recycler of this material for the entire midsection of the United States, processing 1100 tons of plastic per month.

Deliverables Achieved

All equipment was installed and operations commenced in December 2013. As a new start-up company, Peak Plastics hired 14 FTEs over the course of the project, not including a team in North Dakota actively marketing Peak Plastics to potential suppliers of used pit liners. More than 750 tons of plastics have been recycled since operations began.

Six-Month Update

Peak Plastics has experienced significant growth in the amount of plastics recycled. They have experienced triple-digit percent increases in the amount of used pit liners processed for recycling. Peak Plastics also recycled more than 430 tons of non-pit liner plastics. Eight additional FTEs were hired to meet demand.

For-Profit

Tax Status

Aurora

Geographic Area

\$178,293

Awarded



Capacity-Building for Mattress Recycling in Colorado

Spring Back Colorado

Summary

Spring Back Colorado is a social enterprise business that provides employment opportunities for those committed to addiction recovery through the collection, processing, and recycling of old mattresses. Spring Back Colorado expanded their recycling capacity statewide and built partnerships for material sourcing. Grant funds were used to purchase a box truck, a baler, and miscellaneous warehouse equipment that improved operational efficiency.

For-Profit

Tax Status

Denver

Geographic Area

\$77,200

Awarded

Deliverables Achieved

All equipment was purchased and installed in August 2013. Three FTEs were hired to demanufacture mattresses collected for recycling. All recycling tonnage milestones were achieved, processing more than 650 tons of material over the course of the project.

Six-Month Update

Spring Back Colorado now processes more than 3,000 mattresses per month, ensuring the long-term sustainability of this start-up venture. This exponential growth has required Spring Back Colorado to move into a larger 13,000 ft² warehouse and hire an additional two FTE.



Project Monitoring and Reporting

Department staff monitors all grants to ensure they are meeting the requirements in their Scope of Work. Ongoing communication with the grantees is done through conference calls, emails, meetings and site visits. Each grantee is also assigned two members of the committee to act as grant monitors and provide technical assistance when needed. At minimum, the grantee must provide a midterm, year-end, and six month follow-up report to the department.

The year-end report includes:

- a financial summary
- all deliverables
- a list of completed tasks and outcomes
- description of unanticipated outcomes or roadblocks encountered
- discussion of potential future applications of project results
- one-page summary describing new jobs created, economic impact of project, increased volumes of materials collected, participation in recycling that occurred as a result of the project, and environmental metrics and outcomes resulting from the project.

To review year-end reports for FY 2014 grants, please visit the following website:

<https://www.colorado.gov/pacific/cdphe/rreo-grant-projects-fiscal-year-2014>

Rebate Program

Background

The rebate program was designed to reward those companies and organizations that offer recycling services throughout the state of Colorado. Although there is no specific requirement how rebate funds may be used by a recipient, the intent is to reinvest the funds to support or expand their recycling services. The rebates are issued bi-annually based on submitted data from the previous six-month period.

Rebate Application

The committee develops the Recycling Rebate Application (RRA) for each rebate cycle and presents their recommendation to the board for approval. The RRA describes the eligible rebates that are offered and the formula that is used to determine the amount of rebate an entity may receive.

In FY2014, the department issued a total of \$334,209 in rebates. Rebates in each cycle were awarded to any entity who incurred transportation/hauling costs associated with providing free public recycling drop off sites. The committee hopes to encourage the availability of free public recycling drop-off sites in the state, especially in areas where other recycling options are limited or unavailable. In each cycle, fifty percent of the fund was allocated based on tonnage recycled and miles traveled to bring recyclables to the nearest processing facility. The remaining 50 percent was allocated based on the number of eligible recycling drop-off sites available to the public.

In the first cycle, covering July 2013 to December 2013, \$184,209 in rebates was distributed. In the second cycle, covering January 2014 to June 2014, \$150,000 in rebates was distributed.

Rebate Application Evaluation and Audit

Department staff reviewed all applications to determine if the applicant was eligible for the rebate. Staff are required to audit at least 10% of received applications, per committee by-laws. For the FY2014 rebate cycles, staff completed audits on 95% of the applications to ensure accurate information was submitted. All

rebate amounts were approved by the board based on the recommendation of the committee. Tables 3 and 4 provide a breakdown of all rebate recipients and payouts by cycle.

FY2014 Rebate Payments

TABLE 3: First Cycle - 07/01/2013 to 12/31/2013

#	Name	Total Rebate Due
1	Alpine Waste & Recycling	\$ 1,141.80
2	Angel of Shavano Recycling	\$ 3,833.73
3	Arvada Recycling	\$ 1,131.84
4	Baker Sanitation	\$ 5,475.62
5	Bestway Transfer	\$ 1,139.17
6	Boulder County	\$ 4,792.65
7	C&C Disposal	\$ 6,540.72
8	City and County of Broomfield	\$ 1,368.43
9	City of Cortez	\$ 1,702.88
10	City of Durango	\$ 10,303.22
11	City of Ft. Collins	\$ 1,895.45
12	City of Lakewood	\$ 1,761.21
13	City of Loveland	\$ 1,426.98
14	City of Northglenn	\$ 2,275.40
15	City of Thornton	\$ 5,614.71
16	City of Westminster	\$ 4,371.06
17	Dahl Recycling	\$ 5,435.01
18	Eagle County	\$ 7,077.38
19	EDS Waste Solutions	\$ 1,670.61
20	El Paso County	\$ 1,167.45
21	Four Corners Recycling Initiative	\$ 3,331.84
22	Gallegos Sanitation	\$ 2,546.80
23	Gilpin County	\$ 2,345.94
24	Gunnison County	\$ 10,303.22
25	Howard Disposal	\$ 1,573.97
26	Pitkin County	\$ 11,395.98
27	Recycle Creede	\$ 10,303.22
28	Routt County	\$ 1,186.72
29	South East and East Central Recycling Association	\$ 18,420.90
30	Summit County	\$ 11,395.98
31	SustainAbility	\$ 2,242.64
32	Town of Ignacio	\$ 1,094.05
33	Town of Julesburg	\$ 1,100.64
34	Upper Arkansas Recycling	\$ 18,420.90
35	Waste Management	\$ 18,420.90
Total:		\$ 184,209.00

TABLE 4: Second Cycle - 01/01/2014 to 06/30/2014

#	Name	Total Rebate Due
1	Angel of Shavano Recycling	\$ 3,800.36
2	Baker Sanitation	\$ 5,159.95
3	Bestway Transfer	\$ 1,114.74
4	Boulder County	\$ 4,721.82
5	C&C Disposal	\$ 8,277.71
6	City and County of Broomfield	\$ 1,428.93
7	City of Cortez	\$ 1,139.98
8	City of Ft. Collins	\$ 1,240.64
9	City of Lakewood	\$ 2,228.69
10	City of Northglenn	\$ 2,199.74
11	City of Thornton	\$ 5,352.56
12	Eagle County	\$ 6,967.17
13	EDS Waste Solutions	\$ 1,447.98
14	El Paso County	\$ 1,146.07
15	Four Corners Recycling Initiative	\$ 4,231.54
16	Gallegos Sanitation	\$ 1,100.92
17	Gunnison County	\$ 8,529.41
18	Howard Disposal	\$ 3,339.79
19	Mesa County	\$ 1,059.43
20	Northern Colorado Disposal	\$ 1,193.62
21	Pitkin County	\$ 9,558.82
22	Recycle Creede	\$ 8,529.41
23	South East and East Central Recycling Association	\$ 15,000.00
24	Summit County	\$ 9,558.82
25	SustainAbility	\$ 1,061.04
26	Town of Julesburg	\$ 1,040.61
27	Town of Meeker	\$ 8,529.41
28	Twin Landfill Corp.	\$ 1,040.83
29	Upper Arkansas Recycling	\$ 15,000.00
30	Waste Management	\$ 15,000.00
Total:		\$ 150,000.00

Conclusion

Next Steps

Looking at FY2015, the following activities are currently underway:

1. **Economic Impact Study:** The department released a Request for Proposals to solicit bids that propose to study the economic impacts of waste diversion activities within the State of Colorado. There is limited data on this subject, and this lack of data inhibits opportunities to:

- set strategic goals;
- implement feasible and effective programs and policies;
- attract new businesses, markets, and end-users to Colorado; and
- improve data collection to track economic gains associate with recycling efforts

Studies done in other states, as well as nationally, have documented that recycling, composting, remanufacturing, and reuse industries have a major positive impact on the economy. This type of study would allow Colorado to improve our ability to directly measure the economic impact and accurately project and promote the benefits of increased diversion. The intent of this study is to identify programs and policies that could be implemented to increase Colorado’s waste diversion rate and to quantify the economic benefits that result from increased waste diversion.

Results from this study are being compiled and will be included in next year’s legislative report.

2. **FY15 Grants:** The FY15 grants were announced in April 2014 and projects are currently being implemented. Grant recipients began their projects on or after July 1, 2014. This RFA was developed using the same objectives and prioritized tiers described in Section III of this document. More details regarding these projects will be made available in the next annual report. Table 5 lists all approved FY15 grants projects

TABLE 5: FY2015 RREO Grants

#	Name of Applicant	Project Title	Award Amount	Geographic Location
1	Discover Goodwill of Southern and Western Colorado	Retail Support Center Recycling Expansion	\$279,000	Southern half of Colorado, Utah to Kansas
2	City of Fort Collins	Integrated Recycling Facility (IRF)	\$68,000	Fort Collins
3	City of Pueblo	Pueblo Waste and Recycling Ordinance	\$162,586	City of Pueblo
4	Clear Intentions	Clear Intentions Hub-and-Spoke Glass Recycling	\$250,000	Wheat Ridge, Front Range
5	Twin Enviro Services	Twin Enviro Recycling Expansion in Fremont County	\$231,006	Fremont County
6	Lake County	Lake County Recycling Initiative: Access and Economic Sustainability	\$165,498	Lake County
7	Clean Valley Recycling	Clean Valley Recycling Expansion Project	\$29,790	Otero, Bent, Kiowa, Prowers Counties
8	Terra Firma Recycling	Recycling and Waste Diversion in Las Animas County	\$99,333	Las Animas County
9	Southwest Colorado Council of Governments	Southwest Colorado Waste Study	\$46,245	Cities and Counties in the Four Corners Region
10	Yuma County	Storage for Electronic Recycling	\$5,640	Yuma County
Total Amount Funded:			\$1,337,098	

3. Special Grant Cycle: A one-time grant opportunity was created to spend additional revenue awarded to the RREO Fund by Governor Hickenlooper and approved by the Joint Budget Committee. The intent of this solicitation is to fund projects that will:
 - create or expand the processing capacity of a recyclable material that will produce a feedstock suitable for end-use manufacturing;
 - create or expand an end-use manufacturing process that uses recycled materials as a feedstock; or
 - purchase needed equipment (or the materials to build the equipment needed) to implement a proven, market-ready concept that will contribute to greater degrees of waste diversion.

A Request for Applications was released in October 2014 and projects were awarded funding in December 2014. Table 6 lists all projects approved for funding through this solicitation.

TABLE 6: FY2015 Material End-Use Development Grants

#	Name of Applicant	Project Title	Award Amount	Geographic Location
1	Earth Enterprises Inc. (DBA Waste-Not Recycling)	Disruptive Innovative Technology: Waste to Product in Colorado	\$933,209	Larimer County
2	Recycle Projects	Food-Grade Plastics Sorting Facility	\$209,000	Denver
3	Spring Back Colorado	Building Capacity to Recycle Mattress Byproducts	\$192,495	Denver
Total Amount Funded: \$1,334,704				

Grant recipients began their projects on or after February 1, 2015. More details regarding these projects will be made available in the next annual report.

4. Regional Planning Studies: A grant opportunity is in the process of being created to fund regional studies in the State of Colorado. The studies will:
 - identify existing waste diversion activities in the study area;
 - suggest ways to coordinate those activities to maximize economic efficiencies; and
 - establish goals that will guide future efforts to minimize the amount of waste sent to a landfill.

It is anticipated that a Request for Proposals will be released in the summer of 2015.

5. Recycling Rebates: The rebate application for the first cycle of rebates in FY2015 covering the period 07/01/2014 - 12/31/2014 will be available in February 2015. A rebate application for the second cycle covering the period 01/01/2015 - 06/30/2015 will be released in August 2015. It is anticipated that rebates will continue to be offered to those who operate free public recycling drop-off sites.

Final Thoughts

The grant program has achieved much success by increasing waste diversion, creating jobs and investing in Colorado’s recycling infrastructure. As a result of the FY2014 grants, 93 “green” jobs were created and 7,972 tons of recyclables and compostables were diverted from the landfill. In addition, funding for capital equipment made up 82% of all grant awards funding (see Appendix 1 for a detailed look at payouts and project benefits). Additionally, rebates continue to be offered in areas of the state where free public recycling drop-off centers are located.

The level of interest in the RREO grant program continues to be strong. More than 50 people representing 41 organizations involved in “green” industries attended the bidders meeting for the FY2014 RFA. This is reflected in the total amount requested versus the availability of funds to meet the requested need. The department received \$5.4 million in grant requests, while only \$827,422 could be awarded. This represents only 15% of the total amount requested. With the passage of SB13-050, revenue coming into the RREO Fund will increase over time to help address the high level of unmet need.

The RREO program has been extended through June 2026 and it is likely that interest in the program from for-profit companies, non-profit organizations, school districts, universities, and local governmental entities will remain strong over the coming years. The board, committee, and the department remain committed to fully utilizing the potential of the RREO program to guide Colorado toward a more environmentally sustainable and economically prosperous future.

Appendix 1: FY2014 Grant Metrics -- Total Payout, Jobs Created, and Tons Diverted

Budget Item	Archuleta County	Clean Valley Recycling	Goodwill Industries	Green Sheen Paint	Peak Plastics Recycling	Spring Back Colorado	Category Total	Percent Breakdown	Budget Item
Personnel Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	Personnel Salaries
Fringe Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	Fringe Benefits
Tuition/Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	Tuition/Fees
Travel Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	Travel Costs
Materials/Supplies/Equipment(under \$5000)	\$ 333.91	\$ 8,957.03	\$ 38,440.83	\$ 10,659.15	\$ -	\$ 3,677.12	\$ 62,068.04	7.6%	Materials/Supplies/Equipment (under \$5000)
Equipment Purchases (over \$5000)	\$ 134,116.00	\$ 48,334.54	\$ 107,108.81	\$ 86,260.00	\$ 173,293.00	\$ 56,087.55	\$ 605,199.90	74.4%	Equipment Purchases (over \$5000)
Contractors/Subcontractors	\$ -	\$ -	\$ -	\$ 3,150.00	\$ 5,000.00	\$ -	\$ 8,150.00	1.0%	Contractors/Subcontractors
Consultants	\$ -	\$ 4,710.00	\$ -	\$ -	\$ -	\$ -	\$ 4,710.00	0.6%	Consultants
Training/Education	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	Training/Education
Marketing/Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	Marketing/Advertising
Other Direct Costs	\$ -	\$ 3,698.43	\$ 65,000.00	\$ 45,394.50	\$ -	\$ 17,434.73	\$ 131,527.66	16.2%	Other Direct Costs
Indirect Costs	\$ 1,344.49	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,344.49	0.2%	Indirect Costs
Total Payout	\$ 135,794.40	\$ 65,700.00	\$ 210,549.64	\$ 145,463.65	\$ 178,293.00	\$ 77,199.40	\$ 813,000.09	100.0%	Total Payout

Final Report Metrics FY 2014: 07/01/2014 - 06/30/2014								Final Report Metrics FY 2014: 07/01/2014 - 06/30/2014	
Job Creation*	0.5	1.3	33	10	22	3	70		Job Creation*
Average Salary	Less than \$15,000	\$15,001- \$30,000	\$30,001 - \$40,000	\$15,001- \$30,000	\$30,001 - \$40,000	\$15,001- \$30,000			Average Salary
Materials Diverted, Tons	123	214	3,158	283	948	693	5,419		Materials Diverted, Tons

Six Month Summary Update 07/01/2014 - 12/31/2014								Six Month Summary Update 07/01/2014 - 12/31/2014	
Job Creation*	0	0.5	7	6	8	2	24		Job Creation*
Average Salary	Less than \$15,000	Less than \$15,000	\$15,001- \$30,000	\$15,001- \$30,000	\$15,001- \$30,000	\$30,001 - \$40,000			Average Salary
Materials Diverted, Tons	199	190	771	64	1,042	287	2,553		Materials Diverted, Tons

Total Materials Diverted, Tons	322	405	3,929	270	1,990	980	7,972		Total Materials Diverted, Tons
Total Jobs Created	0.5	1.8	40.0	16.0	30.0	5.0	93.3		Total Jobs Created

* 1 FTE = 40 hrs worked per week

John W. Hickenlooper, Governor
 Larry Wolk, MD, MSPH
 Executive Director and Chief Medical Officer

Dedicated to protecting and improving the health and environment of the people of Colorado

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 Located in Glendale, Colorado (303) 692-3090

www.colorado.gov/cdphe



Colorado Department
 of Public Health
 and Environment

POLLUTION PREVENTION ADVISORY BOARD and CDPHE Staff July 2013

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Pollution Prevention Advisory Board Assistance Committee

HB 07-1288 dictates that the Assistance Committee will consist of 13 members with no more than 6 members from each political party. The committee will consist of:

- One member representing the Colorado Department of Public Health and Environment
- One member representing the Colorado Office of Economic Development and International Trade
- One member representing the Governor's Energy office
- One member representing a municipality situated in an urban county
- One member representing a municipality situated in a predominantly rural county
- One member representing from a urban county
- One member representing a rural county
- The remaining 6 members shall be balanced equally to the extent practicable among representatives of nonprofit and for-profit entities engaged in recycling or composting activities

Terms begin August 1 and are 4 years in duration.

Name	Organization	Category	Term Ends
Wolfgang Kray, Committee Vice-Chairperson	Colorado Department of Public Health and Environment	CDPHE	2015
Stephanie Garnica	Office of Economic Development and International Trade	OEDIT	2017
-VACANT-	Colorado Energy Office	CEO	2015
Susie Gordon	City of Fort Collins	Municipality, Urban	2015
Mary Beth Miles	City of Durango	Municipality, Rural	2017
Shirley Garcia	City and County of Broomfield	County, Urban	2017
Walter Wright	EcoAction Partners, On Behalf of San Miguel County	County, Rural	2017
-VACANT-	-VACANT-	For-Profit/Nonprofit	2015
Rachel Nathan	SustainAbility	For-Profit	2015
Sarah Martinez	Eco-Products	For-Profit	2017
Cary Bush	Recycle Creede	Nonprofit	2015
Ravi Malhotra	International Center for Appropriate and Sustainable Technology	Nonprofit	2017
Marjorie Griek, Committee Chairperson	Colorado Association for Recycling	Nonprofit	2017

STATE OF COLORADO

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 Christopher E. Urbina, MD, MPH
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Colorado Department
 of Public Health
 and Environment

**Recycling Resources Economic Opportunity Fund Grant Program
 C.R.S. Chapter 270 Article 19.7 25-16.5-106.5**

**Request for Application (RFA)
 January 2013**

1.0 Grant Program Goals

The Colorado Department of Public Health and Environment (the department), working through the Pollution Prevention Advisory Board (the board) and the Assistance Committee to the board (the committee), requests applications for grant projects awarded from the Recycling Resources Economic Opportunity (RREO) Fund.¹ The Recycling Resources Economic Opportunity Act (the Act) created the RREO Grant Program (grant program) with the intent to fund implementation projects that promote economic development through the productive management of recyclable materials that would otherwise be treated as discards. Projects that meet this goal are designed to implement source reduction, recycling, beneficial use/re-use, anaerobic digestion, or composting for a wide variety of materials.

This will be the sixth year for the grant program. Approximately \$750,000 is expected to be available in the fiscal year 2014² grant cycle to fund multiple projects for a duration of one year. The grant program will not offer loans this fiscal year. Funded projects will be reimbursed for expenses incurred per the project's Scope of Work. See Section 9.0 for more information on disbursement of funds.

The grant program intends to fund projects that are sustainable beyond the scope of the grant, will enhance the financial viability of recycling in Colorado, and create new jobs in the state. To meet these goals, primary consideration will be given to those applicants who request funding to develop a recycling infrastructure similar to that of New Mexico's Hub-and-Spoke system.³ Up to 100% of the available grant dollars may be allocated to fund this type of program. However, if the grant program receives applications that the committee and board feel do not adequately meet the criteria for a Hub-and-Spoke recycling system, grant dollars will be allocated to other projects that meet second and third tier priorities as outlined in Section 4.0 of this document. Applicants are encouraged to look carefully at the new requirements that follow.

¹ C.R.S. §25-16.5-106.5 (Chapter 270 Article 19.7)

² The 2014 fiscal year begins on July 1, 2013 and ends on June 30, 2014.

³ Visit <http://tinyurl.com/RREO-HubSpoke> to access the Hub-and-Spoke web page.

Emphasizing Hub-and-Spoke will develop increased recycling infrastructure and provide more widespread access to recycling throughout the state. It is anticipated that Hub-and-Spoke will continue to be a top priority of the grant program for a number of years. The committee and board will look for proposals that establish a main Hub, where increased storage and processing can take place. Equally important is the Hub's ability to work with smaller nearby communities (Spokes) to accept their materials for processing and transport to market.

Funds may be used for:

- The purchase of equipment for the smaller Spoke communities to collect, transport, and possibly bale materials;
- The larger Hub communities to build, enlarge, or remodel a processing facility with equipment to handle recyclable items;
- Community education materials related to the Hub-and-Spoke operation;
- Collecting data on recyclables generated as a basis for establishing service areas, designing collection or processing systems, and tracking program success.

Funds may not be used for:

- On-going operating costs such as fuel, vehicle maintenance or repair, equipment repair, hauling and transportation of recyclables;
- Personnel and fringe benefits; or
- General overhead costs.

See Attachment 3 for more detail on eligible expenses for Hub-and-Spoke proposals. All Hub-and-Spoke projects will be funded for one year in duration.

Applicants must be able to prove there is a need for the infrastructure requested in the proposal. Applications should also include any written agreements between participating communities, indicating a strong likelihood of success based on these partnerships and/or shared resources. Additionally, a discussion of how the project will be sustained beyond the life of the grant is required. Evidence of a project's sustainability should include quantitative estimates of the anticipated increases in collection, revenues, and job creation, as well as the availability of markets or end users. See Attachment 4 for a complete list of the information required for Hub-and-Spoke proposals. It is important to check the box on the cover sheet indicating a Hub-and-Spoke application.

2.0 Application Procedures

2.1 Time Line

Time Line for 2013-2014 Colorado Recycling Grant Program	
January 3, 2013	Release of RREO Request For Applications
February 1, 2013, 9:30 AM	Bidders Meeting
March 1, 2013, 3:00 PM	Application Due Date
May 1 – June 30, 2013	Notice of Grant Awards and Issuance of Contracts and Purchase Orders
July 1, 2013	Earliest Effective Start Date for Awardees
June 30, 2014	Completion of 2013-14 Grant Funded Projects

2.2 Optional Bidders Meeting

Though optional, grant applicants are strongly encouraged to attend the bidders meeting on Friday, February 1, 2013 from 9:30 AM till 12:00 noon in the Sabin/Cleere Room at the Colorado

Department of Public Health and Environment, 4300 Cherry Creek Drive South, Denver, 80246. Teleconferencing will be available. Questions may be submitted in advance of the Bidders Meeting to committee chair Marjorie Griek at mgriek@cafr.org. Please submit questions to be addressed during the meeting no later than 12:00 noon on Monday, January 28, 2013. Questions may also be asked during the Bidders Meeting if not submitted beforehand.

Minutes from the Bidders Meeting, which will include answers to all questions submitted before and asked during the meeting, will be posted on the department's website by Wednesday, February 6, 2013. If applicants have questions that weren't addressed at the Bidders Meeting, committee chair Marjorie Griek will answer additional questions through 5:00 PM on Thursday, February 7, 2013. These questions must also be submitted via email to mgriek@cafr.org. Corresponding answers will be posted on the department's website by Tuesday, February 13, 2013.

To attend the meeting, please RSVP by contacting Eric Heyboer, Recycling Grants Administrator, at 303-691-4955 or cdphe.ppp2@state.co.us (include in the Subject Line: "RREO Grant Bidders Meeting Reservation"). Include the name of the business or organization, name(s) of those attending and contact phone number(s). Applicants who are unable to attend the bidders meeting in person may join via teleconference. Please indicate a teleconferencing preference when confirming attendance at the Bidders Meeting.

3.0 Grant Program Scope

Funding for the grant program was created by the Act, which collects a surcharge on solid waste taken to Colorado landfills for disposal. The Act established that recycling is an important means of realizing:

- Environmental benefits;
- Economic benefits to the state, including job development; and
- Preservation of the state's natural beauty.

To address these opportunities, grants are available to qualified applicants whose applications directly address the three goals listed above and also meet the general objectives of:

- Accomplishing greater levels of solid waste minimization, waste diversion (from landfill disposal), recycling (for various materials or products), material reuse and composting;
- Implementing proven diversion methods such as Pay-As-You-Throw (PAYT), market incentives, contracting, municipal ordinance, or other mechanisms;
- Developing best practices in recycling, waste minimization and diversion, material reuse and composting;
- Improving market research and data to identify material reuse opportunities;
- Providing data on quantities of recyclables in order to set goals, track progress, and support new or expanded market development;
- Providing detailed economic information on the impacts of recycling and material reuse in Colorado;
- Providing more education and information to residents of the state about recycling; and
- Increasing regional partnering to maximize economies of scale.

3.1 Eligibility

Entities that are eligible to apply include:

- Public and government agencies, including but not limited to, universities, schools, special districts, and intergovernmental partnerships;
- Private sector (for-profit and nonprofit organizations) that have the approval and/or support of a local government agency⁴;
- Private sector (for-profit and nonprofit organizations) that **do not** provide letters of support from a local government agency should include documentation in the application that the project will be beneficial to the local community and in compliance with all applicable regulations and permits from the State and local governments;
- Out-of-state companies or organizations that are expanding in or relocating to Colorado that have an in-state business presence (i.e., facilities, equipment, employees), are registered as doing business in Colorado, and whose project benefits Colorado directly (such entities must be registered with the Colorado Secretary of State’s office prior to application submittal).

All entities must be able to meet the department’s insurance requirements. Though proof of insurance is **NOT** required with the grant application, applicants who are selected for a grant award will need to provide proof of insurance before a formal contract is signed with the department. Please visit the following website to view the department’s insurance requirements:

<http://tinyurl.com/RREO-RFA>

For the purposes of this grant, projects that collect, sort, and use food and agricultural wastes as raw materials for anaerobic digesters to produce methane gas are eligible to apply. **Other Waste to Energy projects are not eligible to apply for this grant.**

4.0 Grant Priorities

Based on the 2010 report “Charting a New Course in Solid Waste Management for Colorado” (<http://tinyurl.com/RREO-Vision>), which evaluates waste diversion and recycling needs in Colorado, a tiered system is used to prioritize the types of projects that will best help the state increase waste diversion and create economic opportunities (priorities may change in future grant cycles). Projects that meet the criteria in the first tier will be prioritized over those that meet the second or third tier. The tiers are outlined below.

First Tier (projects must meet **both** criteria):

- Utilize the Hub-and-Spoke model:
 - to develop or expand local or regional recycling infrastructure, especially in underserved areas of the state; and
 - to form public-private or multi-jurisdiction partnerships to promote waste diversion, recycling, recycling markets, the beneficial use of discarded materials, or other recycling-related uses.

Second Tier (includes some or all of the following *types* of projects in no order of priority):

- Implement projects that directly result in increased levels of recycling, reuse, and/or composting to divert more materials from landfill disposal. This may include Pay-As-You-

⁴ Local government may include municipal, county, regional authorities, or special improvement district agencies.

Throw (PAYT) programs, market incentives, performance-based contracting, municipal ordinances, or other similar mechanisms.

- Provide local incentives to develop or expand markets for recycled products and material reuse.
- Develop or expand local or regional recycling infrastructure, though not necessarily via a Hub-and-Spoke model.
- Form public-private or multi-jurisdiction partnerships to promote waste diversion, recycling, recycling markets, the beneficial use of discarded materials, or other recycling-related uses. These partnerships can be developed independently of a comprehensive Hub-and-Spoke system.

Third Tier (includes some or all of the following *types* of projects in no order of priority):

- Undertake sustainable community resource education programs.
- Develop educational programs and improve infrastructure for schools and other educational institutions.
- Provide assistance in connection with the development or improvement of integrated waste management plans by local governments that focus on waste diversion.
- Clean up illegal waste dumping.
- Reduce waste tire stockpiles.

The following considerations will be taken into account during the review process for any submission:

- The anticipated population served and the needs of the community;
- The anticipated increase in the amount of recycled, composted and/or reused material by commodity, and potential impacts when compared to the current state of infrastructure or programs available; and
- The project's local economic and environmental impacts, such as market development for recycled materials.

5.0 Application Evaluation Criteria

An explanation is provided below on how applications will be scored and how certain content is weighted. Threshold requirements that must be met before any application will be fully evaluated include:

- All sections of the application are complete and the cover sheet is signed;
- Clearly expressed goals and objectives;
- Specifically defined and measurable outcomes; and
- The applicant is registered to do business within the State of Colorado (if applying as a for-profit or nonprofit entity)

5.1 Economic Impact (20 points)

- Actual new revenues and other economic benefits that will occur as a result of the project
 - The degree of economic benefit relative to the project's deliverables and expected outcomes
- Actual increase in jobs that will occur as a result of the project
 - Defined potential for new job development for Colorado businesses
 - Types of jobs created (contractual versus permanent, full-time versus part-time, pay scale, etc.)

- Expansion of end user manufacturing or markets in Colorado

5.2 Environmental Benefits (20 points)

- Significance of project's impact on recycling, waste diversion, and/or waste minimization
- Amount of material diverted from landfill disposal, measured in tons
- Resource conservation, greenhouse gas reduction, energy conservation, water usage, air quality, or other environmental indicators

5.3 Infrastructure Improvement (20 points)

- New development of local or regional recycling infrastructure
- Expansion of an existing Hub-and-Spoke system (if applicable)
- Impacts to an under-served area of the state
- Utilization of public-private or multi-jurisdictional partnerships to promote waste diversion and recycling

5.4 Feasibility of Successful Implementation and Sustainability (15 points)

- Potential of maintaining the project beyond the 12-month funding period
- Degree of practical implementation
- Degree of community support
- Degree of matching or in-kind funding leveraged or other sources of support or contributions that will be made to the project. Greater degrees of matching relative to the grant funds requested will be looked upon favorably.
- Level of need in the community and uniqueness of the services that will be provided

5.5 Measurable Results and Outreach (15 points)

- Potential for success and measurable results concerning waste diversion
- How the project involves recyclable materials or systems that are pertinent to Colorado
- What metrics will be used and how measurements will be made and documented, including but not limited to, end user or manufacturing jobs created, other job types created, and economic benefit
- Discussion of how the results of the project and any lessons learned will be shared with the community, trade groups, etc.

5.6 Experience and Qualifications (10 points)

- Level of applicant's education and experience
- Applicant's abilities that will make the project a success
- Ability to complete the project

PLEASE READ THE FOLLOWING INSTRUCTIONS CAREFULLY

6.0 Required Application Format

Sections 6.1 – 6.6 of this proposal must not exceed ten (10) consecutively numbered (bottom center), 8.5x11-inch pages of single-spaced, standard 11-point type (e.g., “Arial” in black font only) with 1-inch margins. If submitting a Hub-and-Spoke application, do not exceed twelve (12) pages. All applications must be organized using the headings listed below (in bold). Failure to adhere to format requirements may lead to disqualification.

6.1 Cover Sheet

Use the application cover sheet (Attachment 1) to provide the following: project title, organizational contact information, federal tax identification number, total amount of funding requested, matching/in-kind contributions (if any), and contact information of both the project director as well as the financial officer. Estimate the cost/tons diverted for the project in the space provided by dividing the total dollar amount requested by the estimated tons of material the project plans to divert from the landfill during the first twelve months the project is fully operational. Be sure to check the box that indicates a Hub-and-Spoke application, if applicable.

Note: The cover page is counted as the first page of the application.

6.2 Project Abstract

Describe the intent of the proposed grant project in **250 words or less**. Clearly state the project's objectives and intended results. Keep this paragraph free of any proprietary information. Abstracts describing awarded projects will be posted on the department's website.

6.3 Application Narrative

6.3.1 Criterion: Economic Impact

- Quantify how the project will increase the potential for economic growth and job development for Colorado businesses. If applicable, quantify how the project will increase the potential for new markets or how it will expand end use manufacturing that will improve Colorado's waste diversion. Provide information to substantiate and justify the calculations, including an explanation of the cost per ton figure provided on the application cover sheet.
- Describe specific jobs created as a result of this project and quantify the number of Full-Time Equivalent (FTE) positions, where one FTE equals a 40-hour per week position. Give the average wage rate and type of job created (temporary, permanent, contract, laborer, driver, office personnel, etc.).

6.3.2 Criterion: Environmental Benefits

- Explain which materials will be recycled, composted, reused, etc. over the course of this project and why these materials were chosen to be the focus of the project.
- Quantify (in tons) the project's affect on recycling, waste diversion, material reuse and/or waste minimization in the state of Colorado or in a particular region of Colorado. Indicate when those benefits will be realized. If weights are not known, use the most appropriate volume-to-weight conversion calculation.
- Discuss additional environmental benefits that will be realized from this project such as natural resource conservation, greenhouse gas reduction, energy conservation, water usage, air quality, or other environmental indicators.

6.3.3 Criterion: Infrastructure Improvement

- Specify whether this project creates a new Hub-and-Spoke recycling network or expands on an existing Hub-and-Spoke network. If either scenario applies, **all**

questions listed in Attachment 4 must be answered as a separate attachment to the application.

- Describe the existing recycling infrastructure in the area and the need for additional infrastructure. If available, provide data to substantiate the need for the proposed project. Are there local service providers that offer a similar service to what this project proposes to accomplish? If so, how will the service created as a result of this project be unique in the community? If this project benefits an under-served portion of the state, explain how this project will create, enhance, or complement the local recycling infrastructure.
- If any public, private, or multi-jurisdictional partnerships are created as a result of this project, how will these relationships be maintained and what role(s) will the partners play? Specifically, how will these partnerships be utilized to promote waste diversion and recycling? Hub-and-Spoke applicants may defer the answer to this question until Attachment 4, which requests more specific information on partnerships.

6.3.4 Criterion: Feasibility of Successful Implementation and Sustainability

- Provide an overview of the project's goals and objectives, and how they will be achieved. Refer to Attachment #2 to specifically outline the project's work plan.
- Specifically describe who will buy the products or materials this project proposes to create or collect. If applicable, include a discussion on market research indicating a demand for the product manufactured. Additionally, discuss how the recyclables collected over the course of the project will be processed and marketed, providing information on the downstream markets to be used. If recyclables are collected in separate streams, will they be marketed as individual commodities?
- What plan is in place to assure the project will continue after the grant period ends and how will the project continue to be funded? Describe any long-term program planning, communications, and/or educational activities that will be implemented to help sustain the project.
- Describe any challenges that may affect the outcome of the project and how these challenges will be addressed. If applicable, consider the constraints that adverse weather conditions could have on the project and how this will be accounted for in the work plan.
- Which community stakeholders will be involved and how will they support the project?
- Identify sources of any matching or in-kind funds or non-monetary support that will be used in conjunction with grant dollars to implement the project.
- Justify why grant dollars are needed to implement the proposed project. Consider whether current liquid assets or loans could negate the need for a grant. If other funding sources were explored explain why they were not feasible to fully fund the proposed project.
- Confirm what permits will be needed to complete the project (storm water, air, recycling facility, local land use/zoning, etc.). Be sure to consider how delays in acquiring the necessary permits might affect the project's implementation timeline.

6.3.5 Criterion: Measurable Results and Outreach

- Describe what metrics or indicators will be used to monitor the project's progress and how these metrics will be documented.

- Describe how the results of the project, and any lessons learned, will be shared with the local community and beyond. For instance, sharing the results of the project with various trade associations (e.g., Colorado Association for Recycling, Solid Waste Association of North America, Colorado Municipal League).
- Does this project have the ability to be duplicated in other communities in Colorado and how might that occur?

6.3.6 Criterion: Experience and Qualifications

- Describe the applicant's relevant education and experience.
- Specify abilities the applicant possesses that will make the project a success.
- If the applicant is part of the regulated community, describe what action will be taken to ensure the project meets all applicable state and local permitting requirements. Discuss the status of any environmental compliance issues with the department and/or the local governing body. Is there any other pending litigation or contingent liabilities that may have a bearing on this project or application? If yes, explain.

6.4 Methodology and Work Plan

6.4.1 Project Work Plan / Timeline

Using the standardized chart provided in **Attachment 2** of this document, create the project's work plan and timeline. This includes a list of the project's primary objectives and any corresponding deliverables associated with the listed objectives. Each deliverable must be measurable, have a completion date, and identify who the responsible party is for achieving the deliverable. Deliverables may include specific tasks, project milestones, reports, etc. Include key decision points for early project termination if the project is not meeting the scheduled objectives. **The work plan must be included within the 10-page application or within the 12-page limit of a Hub-and-Spoke application. DO NOT include the project schedule in the appendix.**

6.5 Budget

6.5.1 Itemized Budget

Using the standardized budget categories provided in **Attachment 3** of this document, create a table listing all project costs. Note that some budget categories are not eligible for Hub-and-Spoke applications. Personnel costs should indicate budgeted hours and rate of pay. Travel costs are limited to those that are essential to accomplishing the project. Indirect costs, such as facility rental and utility bills, must not exceed 20% of the total funding request and must solely benefit this project (or be pro-rated for the amount it benefits the project). Rental equipment may be included in the project budget but only if it is needed to complete a specific task and will not serve as an integral part to the project's continuation.

Identify all other funding sources that will be dedicated to this project and include plans to obtain additional funding. **Matching funds do not include existing personnel, facilities, etc.** Only new spending directly related to this project should be included as in-kind matching. **The itemized budget table must be included within the 10-page application or within the 12-page Hub-and-Spoke application. DO NOT include the budget table in the appendix.**

The committee and board will only fund proposals in their entirety. However, applicants may offer an alternate project budget in the proposal. For instance, Option A could entail a budget that allows the applicant to purchase everything needed to fully implement the project. Option B could alternatively request fewer grant dollars by including additional matching funds or creating a scaled back project that would still achieve most of the project's goals and remain equally sustainable.

6.5.2 Budget Narrative

The budget narrative describes how costs are determined and how they relate to the project. For personnel costs, list job titles, number of hours worked per week, and salary. For supplies or equipment, provide full industry specifications (make, model, serial number, age, ownership, etc.) and describe the purpose/application of each item with respect to the project. Indicate any other funding sources that will be used for this project and describe any plans to attract additional funding. If applicable, include a description of the financing approach that will be used (loans, other grants, etc.). Explain the contingency plan in place if additional funding is not secured. Identify any cost savings or revenue enhancements as a result of the project.

Note: During the course of the project the project coordinator may reallocate up to 5% of the awarded funds to accommodate unforeseen task changes with prior permission of the grant monitors on the committee. Any reallocation amount over 5% will require prior approval by the full committee.

6.6 Facilities Requirements

Describe any resources that will be integral to the project, including facilities, manufacturing capabilities, equipment, and other technical and administrative resources. If applicable, discuss how the project will modify or improve existing facilities, equipment, etc. For example, will additional property need to be leased or purchased? Will the project require utility work?

If the applying entity is currently part of the regulated community, compliance history will be considered. If the proposed project requires any type of permit or regulatory licensing, the applicant must be prepared to provide documentation of compliance if the project is funded.

6.7 Appendix

The following information is **required**:

- Project leader(s) current resume(s)
- For-profit and nonprofit applicants must include:
 - At least one letter addressed to the Pollution Prevention Advisory Board from a local government agency that indicates their approval of the project and supports the project's objectives; **or**
 - Documentation that the project would be beneficial to the community affected by the grant award.
- Copy of Colorado's Secretary of State Certificate of Good Standing letter (for-profit or nonprofit 501(c) (3) entities only). Visit <http://www.sos.state.co.us> for more information.
- For Hub-and-Spoke applications only:

- Simple map of anticipated service area, identifying where the hub(s) and spokes will be located.

The following information is **optional**, but must be limited to 10 pages and attached as supplemental appendices:

- Letters of support from institutions of higher education, community leaders, etc., dated within six months of the application deadline.
- Copies of signed Letters of Commitment, Memorandums of Understanding (MOUs) or Inter-Agency Agreements with regional partners.
- Any other important materials relevant to evaluating the proposal.

7.0 Proprietary Information Policy

If proprietary information is provided by an applicant that constitutes a trade secret, confidential personnel information, or proprietary commercial or financial information, in accord with § 24-72-204(3), C.R.S., such documents may be withheld from disclosure if the department receives a request for records in accord with the Colorado Open Records Act, § 24-72-101 *et seq.* All such documents must be clearly marked with the term “Proprietary Information” on each appropriate page. Records marked as containing trade secret, confidential, personnel, or proprietary information that do not actually contain such information could be released pursuant to an Open Records Act request.

8.0 Reporting Requirements

Reports will be due for any project milestones identified by the grantee, or at a minimum of every six months. The grant program administrator will provide reporting templates to assist grantees in developing their reports. A draft final report is due 30 days after the 12-month grant funding period closes (due by July 31, 2014). A final report that incorporates feedback from the committee and the board is due 60 days after the 12-month grant funding period closes (due by August 31, 2014). A six-month summary report is due after the 12-month grant funding period closes (due by January 31, 2015). If a project is not fully operational until the fourth quarter of the grant cycle (April 2014), the grantee will be asked to submit a progress report 12 months after becoming fully operational. This report will include diversion and job creation metrics. Other reporting may be required if deemed appropriate by the department.

All reporting will include a financial status summary and identify the deliverables completed during the reporting period. Also included will be a description of the work completed, a discussion on any findings and results, unanticipated outcomes or roadblocks encountered, potential applications of the project’s results, and how this project successfully achieved the goals of the grant program to date.

The final report will include a one-page metrics worksheet that illustrates how many new jobs were created, the economic impacts of the project, the increased tons of material collected, and the amount of participation in recycling that occurred as a result of the project.

The grant program requires that the contact information of at least three community leaders, who are familiar with the project and may be contacted by the committee as a reference, be included with the final report. The final report will be placed on the department’s website. The board and the committee reserve the right to request that grantees present their findings at board or committee meetings.

9.0 Grant Funding

The grant program funds projects on a reimbursement basis for a duration of one year. Ongoing monitoring of capital expenditures may occur after the one-year funding period if deemed appropriate by the department. Projects will be reimbursed no more than once per month for expenses incurred. Reimbursement requests must include supporting documentation of payment such as receipts, copies of cleared checks, or invoices with zero balances. It is preferred that reimbursement requests are submitted electronically. The state will not reimburse any cost incurred by the applicant prior to the issuance of a legally executed contract, task order, or authorized purchase order.

Five percent (5%) of each reimbursement request will be withheld until a final report has been submitted by the grantee and approved by the committee at the end of the grant cycle. With committee approval, a portion of the five percent withheld may be released prior to the grantee submitting the final report once specific project milestones are achieved. An early release of withheld funds is not guaranteed for every project, so grantees should be prepared to receive withheld grant funds no sooner than the end of the grant cycle.

10.0 Submission of Applications

Electronic applications are strongly preferred. The full application, including any appendices, must be contained in a single document and must be in PDF (read-only) format. Please e-mail your fully completed application to Eric Heyboer, Recycling Grants Administrator, at cdphe.ppp2@state.co.us (subject line: RREO Grant Program Application). Applications submitted in multiple attachments and/or e-mails will not be accepted. Please do not send an electronic file larger than 10 MB (megabytes) since the e-mail may not be successfully delivered to the department's internal e-mail system.

If unable to submit electronically, the full application must be sent by courier or certified mail to:

RREO Grant Application
c/o Eric Heyboer, DEHS-B2
Colorado Department of Public Health and Environment
4300 Cherry Creek Drive South
Denver, CO 80246-1530

The deadline for **receipt** of complete applications by e-mail is 3:00 PM on March 1, 2013. Applications that are mailed must be postmarked by March 1, 2013. Incomplete applications and applications received after this deadline will **not** be accepted. All applicants will receive e-mail notification of receipt of their application within one (1) business day. If you do not receive an e-mail notification after one (1) business day, contact Eric Heyboer **immediately** at 303-691-4955. Do not send both an electronic application and an application by courier or certified mail. Questions about the grant program may be sent to cdphe.ppp2@state.co.us (subject line: RREO Grant Program Questions).

Note: The successful applicant will be subject to the terms and conditions of the purchase order or contract. Applicants who are selected for funding will be asked to submit a final Scope of Work for their project, which will then be included in the final contract or purchase order.

**Recycling Resources Economic Opportunity Fund Grant Program
2013 - 2014 Project Application
6.1 COVER SHEET
Attachment #1**

Organization: _____
Project Title: _____
Street Address: _____
City, State, Zip: _____
E-Mail Address: _____ **URL Address:** _____
Phone Number: _____ **Fax Number:** _____
Federal Tax Identification Number: _____
Legal Tax Status (check one): ___ For-Profit ___ Nonprofit ___ Govt. ___ School/University
Hub-and-Spoke Application: ___ Yes ___ No
Did you attend the Bidders Meeting? ___ Yes, in person ___ Yes, on teleconference ___ No

By signing and submitting this application, the applicant agrees to operate the program as described in the Application for Funding and in accordance with the grant terms and assurances. The applicant agrees that the information provided in this application is, to the best of the applicant's knowledge and based on reasonable inquiry, true, accurate, and complete. The applicant understands that knowingly submitting any false information on this application could result in the project not being considered for funding or voiding any current or future contracts with the Department of Public Health & Environment.

Print name of Authorized Official: _____

Signature of Authorized Official:

Please insert electronic signature if submitting electronically or written signature if being sent by mail.

Title: _____ Date: _____

Project Director or Primary Contact:

Financial Officer:

Name:

Name:

Title:

Title:

Address:

Address:

Phone:

Phone:

E-Mail:

E-Mail:

Total Amount of Funds Requested: _____
Total Matching/In-Kind Contributions: _____
Total Project Cost: _____
Estimated Cost/Tons Diverted: _____

Recycling Resources Economic Opportunity Fund Grant Program
2013-2014

Attachment #2
WORK PLAN FORMAT

(Use this format when listing your major goals for the project)

GOAL #1			
Objective	Deliverable/ Product	Responsible Entity	Completion Date*
1.	1a 1b 1c		1a MM/DD/YYYY 1b MM/DD/YYYY 1c MM/DD/YYYY
2.	2a 2b 2c		1a MM/DD/YYYY 1b MM/DD/YYYY 1c MM/DD/YYYY

GOAL #2			
Objective	Deliverable/ Product	Responsible Entity	Completion Date*
1.	1a 1b 1c		1a MM/DD/YYYY 1b MM/DD/YYYY 1c MM/DD/YYYY
2.	2a 2b 2c		1a MM/DD/YYYY 1b MM/DD/YYYY 1c MM/DD/YYYY

***Completion dates must end on a regular business day (exclude weekends and holidays). Project timelines must follow the fiscal year, which is July 1, 2013 through June 30, 2014. All deliverables listed in the work plan must be completed within this timeframe.**

Recycling Resources Economic Opportunity Fund Grant Program
2013-2014
Attachment #3

LINE ITEM BUDGET FORMAT

You are required to use the following individual budget categories for your proposal. If you are submitting a Hub-and-Spoke proposal, note that several budget categories are not applicable and are indicated below.

Budget Category	Description	Eligible for Hub-and-Spoke Proposals
Personal Services	All personnel directly working on the grant project. Include fringe benefits such as health insurance, retirement funds, FICA, etc.	No
Materials/Supplies/Equipment (under \$5,000)	Items that have a per-unit cost of less than \$5,000. This includes construction materials, bins, roll-offs, trailers, etc.	Yes
Equipment Purchases (\$5,000 or greater)	Items that have a per-unit cost of \$5,000 or more with a lifespan of at least 1 year. Includes shipping/freight charges, fabrication, or retrofits.	Yes
Operating Costs	Includes utilities, fuel, vehicle maintenance or repair, equipment repair, hauling and transportation of recyclables.	No
Travel Costs	In-state only. Includes mileage, lodging, and meals. Out-of-state travel must be pre-approved by the committee.	No
Contractors/Subcontractors	Outside labor for construction, marketing, education, etc. Budget breakdown for each is required.	Yes
Permitting Review Costs and Consultants	Professional services directly related to grant. Budget breakdown for each is required.	No
Other Direct Costs	<ul style="list-style-type: none"> • Expenses related to the grantee educating school groups, businesses, organizations, etc. • Tuition, memberships fees, etc. In-state resident rates only. • Expenses related to TV, radio, internet, brochures, mailings, printing, etc. • Other costs not covered by any other budget category. 	No No Yes Yes
Indirect Costs	Cannot be more than 20% of Total Direct Costs (all categories listed above).	Yes

List only those budget categories that are applicable to the proposal. Itemize each individual budget category, including sub-totals, and calculate an overall budget total. See the example below:

EXAMPLE	Grant Application Amount	Matching/In Kind Amount (if any)	Total Amount
Personal Services – Sub-total	\$10,000		\$10,000
John Smith-Owner	\$7,000		\$7,000
Joan Smith- Forklift operator	\$3,000		\$3,000
Equipment Purchases – Sub-Total	\$25,000	\$10,000	\$35,000
Used Baler	\$25,000	\$10,000	\$35,000
Project Cost	\$35,000	\$10,000	\$45,000
Indirect Cost: (Not to exceed 20%)	\$7,000		\$7,000
Total Project Cost:	\$42,000	\$10,000	\$52,000

Recycling Resources Economic Opportunity Fund Grant Program
2013-2014

Attachment #4

For Hub-and-Spoke applications only. Include as an attachment to the application, separate from Section 6 in the application narrative. Must be included within the application's 12-page limit. Please refer to the Hub-and-Spoke web page for more information: <http://tinyurl.com/RREO-HubSpoke>

1. If applying as an existing or future recycling Hub that will work with one or more Spoke communities, describe the recycling Hub's capacity and ability to receive more material.
2. If applying as an existing or future recycling Spoke location, identify in detail the recycling Hub where you will take the material, including the name of the Hub, distance from the Hub, ability to handle more material, ability to transport the material, and relationship with the Hub.
3. Describe the location of the proposed facility. Is the Hub centrally located within the region to be served? Equipment typically requires 3-phase power to operate. Discuss how the Hub will acquire it.
4. Explain how signage will be used to clarify which materials the project will collect for recycling. Consider signage needs at the collection facility and on individual containers, and how they might differ. Provide details on the signage that will be required. Refer to the Hub-and-Spoke web page for additional guidance.
5. Have all parcels of land and rights-of-way necessary for completion of this project been identified, purchased, leased, or otherwise acquired by the applicant? Have appropriate land-use permits been obtained from appropriate authorities for the project? If no, explain.
6. How many communities will be served (list counties, cities, towns, villages, pueblos, tribes, nations)? Please provide a simple map of the service area using an internet-based mapping service, such as Google Maps, MapQuest, or Bing Maps. **The map must be included in the appendix.**
7. What is the total population of people to be served by this project's implementation?
8. What collection methods will be used? Roll-offs, trailers, or both? Please describe.
9. What commodities will be received at the site? Will they be source-separated or single-stream? Note that the recyclables collected in a Hub-and-Spoke system are limited to what is traditionally found in the Municipal Solid Waste (MSW) stream, and should include some combination of paper and containers. "Paper" includes cardboard, paperboard, newspaper/magazines, and office paper/opened mail. "Containers" include #1 & #2 plastic containers (and may include plastics #3 - #7), aluminum/steel cans, and glass bottles/jars. This list is not all-inclusive.
10. List any existing equipment that will be used for this project (fork-lift, skid-steer, containers, etc.).
11. Will existing staff be able to commit to the project, and have the ability to oversee recycling center procurement, construction, installation and operation? Identify who will fill these roles.
12. Will additional staff be needed? Can new staff be hired if needed?
13. Considering the community where this project will take place, give a brief history of its track record of working well with regional stakeholders on solid waste or utility projects.
14. Are there existing agreements in place with surrounding communities? It is **STRONGLY** recommended that a signed commitment with each targeted partner community be submitted as part of the application. This is true for applicants applying as a Hub, a Spoke, or both. This serves as evidence of the community's relation with and commitment to working with regional partners. It is required that to serve as a regional Hub, the applying entity must be able to process the recyclables generated in surrounding communities. As evidence of these signed commitments, include Letters of Commitment, Memorandums Of Understanding, or Inter-Agency Agreements as attachments in the appendix. Examples of these documents can be accessed within the Hub-and-Spoke web page.

Applicant Checklist

Please use this checklist as a tool to ensure all required information is included and that formatting is correct prior to submitting your application. Do not submit this checklist with the application.

- Is the application no more than 10 pages (12 pages for Hub-and-Spoke applications) (Sections 6.1 – 6.6)?
- Is the Cover Sheet (Attachment #1) signed by an authorized official?
 - If a Hub-and-Spoke application, is the appropriate box on the Cover Sheet checked?
- Is the Work Plan (Attachment #2) included within the page limit? (10 pages, or 12 if a Hub-and-Spoke application)
- Is the Budget Table (Attachment #3) included within the page limit? (10 pages, or 12 if a Hub-and-Spoke application)
- For Hub-and-Spoke applications only, is Attachment #4 included within the 12 page limit?
- Are sections 6.1 -6.7 labeled as described in the Request for Applications?
- Is the application formatted as follows? Pages numbered, formatted to 8.5”x11” paper with 1-inch margins, single-spaced, standard 11-point type (e.g. “Arial”), black font.
- Are the following required documents included in the appendix:
 - Project Leader(s) current resume(s)
 - For-profit and non-profit applications only: Letter of support from a local government agency or a letter from the applicant explaining how the project would be beneficial to the community
 - Copy of Colorado’s Secretary of State Certificate of Good Standing (for-profit or nonprofit only)
 - For Hub-and-Spoke applications only, a map of the anticipated service area.
- Is the grant application and appendix in a single PDF document (if sending electronically)?
- Is PDF document file size no larger than 10 MB (megabytes)? If no, reduce file size or send by courier or certified mail.
- Reviewed and fully understand sections 7.0 (Proprietary Information Policy), 8.0 (Reporting Requirements) and 9.0 (Grant Funding)?

Deadline to send electronically is March 1, 2013 by 3:00pm. Hard copy applications sent by mail must be postmarked by March 1, 2013.

STATE OF COLORADO

John W. Hickenlooper, Governor
 Larry Wolk, MD, MSPH
 Executive Director and Chief Medical Officer

Dedicated to protecting and improving the health and environment of the people of Colorado

4300 Cherry Creek Dr. S. Laboratory Services Division
 Denver, Colorado 80246-1530 8100 Lowry Blvd.
 Phone (303) 692-2000 Denver, Colorado 80230-6928
 Located in Glendale, Colorado (303) 692-3090

www.colorado.gov/cdphe



Colorado Department
 of Public Health
 and Environment

Recycling Rebate
Section 25-16.5-105(1)(k), C.R.S.
Application and Information
February 2014

Recycling Rebate Program

The Colorado Department of Public Health and Environment (department), working through its Pollution Prevention Advisory Board (board) and the Assistance Committee (committee) to the board, requests applications for a monetary rebate from the Recycling Resources Economic Opportunity (RREO) Fund. The intent of the RREO rebate program is to financially assist free public recycling drop-off sites that must ship their recyclables considerable distances to bring them to market or to be further processed. The total amount of rebate dollars available for the period July 1, 2013 through December 31, 2013 is \$184,209.

For this round, 100% of the rebate is dedicated to free public recycling drop-off sites. Fifty percent of the fund will be allocated based on tonnage recycled and miles traveled to bring recyclables to the nearest processing facility. The remaining 50 percent will be allocated based on the number of eligible recycling drop-off sites available to the public. **Please review the following information carefully as the rebate application has changed since the last cycle.** The application template is located on the department's website at www.colorado.gov/cdphe/recyclinggrantrebates.

Application Time Line

February 3, 2014	Application Released
February 28, 2014 3:00 PM MST	Application Due Date
March 1-11, 2014	Application Review by Assistance Committee
March 25, 2014	Board to Approve Rebate Recommendations
April 22, 2014	Estimated Rebate Payment Date

Future Rebate Cycles

For the foreseeable future, separate notices will be issued for rebate applications every six months. The committee and board have discretion on how the rebate fund will be allocated, and the rebate formula and/or eligibility requirements may change from one rebate cycle to the next. Applicants should not rely on the rebate program as guaranteed income in perpetuity.

Eligibility

According to Section 25-16.5-105(1)(k), C.R.S., any local government, nonprofit, or for-profit entity within the State of Colorado that performs the services or recycles the materials listed below may apply for a rebate. Any entity that incurs transportation/hauling costs associated with providing one or more free

public/community recycling drop-off sites is eligible to apply for a rebate. The following facilities are considered drop-off sites and would be eligible for a rebate provided that recyclables are accepted from the general public:

- 1) A drop-off site that is operated by any local government, nonprofit, or for-profit entity on public or private land within the state of Colorado
- 2) A Materials Recovery Facilities (MRF) or similar processing center that processes and sorts less than 8,000 tons of recyclables per year
- 3) An end-user of recyclable material within the State of Colorado that processes less than 8,000 tons per year
- 4) A facility that collects and processes post-consumer glass for recycling, but processes less than 8,000 tons per year

Additional eligibility requirements include:

- Entities who incur transportation/hauling costs for pickup service are eligible to apply for the rebate. Entities who **only** incur other costs (container purchases, site maintenance, etc.) are not eligible for a rebate.
- Drop-off sites must collect at least **three** different materials for recycling. Only drop-off sites that collect conventional recyclables are eligible (aluminum/tin cans, cardboard, newspaper, office paper, plastics #1 – #7, glass bottles and jars, etc.)
- Buy back centers, clothing drop-offs, and similar drop-off sites are not eligible to apply. The committee reserves the right to disqualify any application in which recyclables collected are not deemed appropriate for a rebate.
- Drop-off sites that opened or were discontinued during the six month period are not eligible for a rebate during this cycle.
- Drop-off sites must be located at a permanent address and must be available to the public a **minimum of 12 hours per week**.
- Each drop-off site must provide containers that collectively equal a minimum of 12 cubic yards of recycling capacity. For instance, a drop-off site with three, 4-yard containers serviced once per week would be eligible, but a site with two, 3-yard containers that are serviced twice per week would not be eligible.
- For any drop-off sites that are MRFs or similar processing facilities, and less than 8,000 tons are processed annually, all recyclables that are collected curbside or from commercial accounts must be subtracted. Only those recyclables that are delivered by the public are eligible and should be reported in the rebate application if the MRF (or similar) is listed as a public drop-off site.

Rebate Formulas

For the period July 1 through December 31, 2013, two formulas will be used to calculate rebate awards for eligible recycling drop-off sites. Fifty percent of the fund will be allocated based on the tonnage recycled and the miles traveled to bring recyclables to the nearest processing facility. A threshold of 35 miles is the minimum number of miles that must be traveled before mileage is factored into the rebate formula. Only the number of miles traveled beyond 35 will be counted in the formula. The amount of this portion of the rebate will be calculated as follows:

$$\text{Drop-Off Site Rebate Per Ton-Mile Per Location} = \frac{(\text{Total Material Tonnage}) \times (\text{Total Miles Material Shipped}) \times (\text{Total Dollars Available})}{(\text{Total Number of Ton-Miles of Approved Applicants})}$$

The remaining 50 percent will be allocated based on the number of eligible recycling drop-off sites. Any eligible entity that incurs transportation/hauling costs associated with providing one or more free

public/community recycling drop off sites is eligible to apply for a rebate. To be considered for a rebate, list all eligible free public recycling drop-off sites that were available to the public between July 1, 2013 and December 31, 2013 in the attached table. The amount of the rebate will be calculated as follows:

$$\text{Drop-Off Site Rebate Per Number of Drop-Off Sites} = \frac{(\text{Total Dollars Available}) \times (\text{Total Number of Drop-Off Site(s) for Company X})}{(\text{Total number of Drop-Off Site(s) by All Applicants})}$$

In the future, the formulas for awarding rebates may be re-structured or other materials may be added to or removed from the rebate program.

Volume-To-Weight Conversion Calculations

The following conversion factors* must be used if weight data is unavailable. Single-stream recyclables must be reported in tons. If accurate tonnages are not available, the volume-to-weight conversions provided below must be used to maintain consistency among all applicants.

The formula for converting cubic yards to tons is (number of cubic yards) x (weight in pounds) ÷ (2000 pounds) = tons.

Category	Recyclable Material	Volume	Estimated Weight (lbs)
Glass Bottles			
	Whole	1 yd ³	620
	Semi-crushed	1 yd ³	1175
	Crushed (mechanically)	1 yd ³	1840
Aluminum Cans:			
	Whole	1 yd ³	60
	Flattened	1 yd ³	225
Ferrous (Tin Cans):			
	Whole	1 yd ³	150
	Flattened	1 yd ³	850
Old Corrugated Cardboard			
	Loose	1 yd ³	200
	Compacted	1 yd ³	460
Newspaper			
	Loose	1 yd ³	445
	Compacted	1 yd ³	800
Commingled Containers (cans, glass, plastics)			
	Loose	1 yd ³	180
Office Paper			
	Loose	1 yd ³	655
	Compacted	1 yd ³	1310
Mixed Paper			
	Loose	1 yd ³	490
	Compacted	1 yd ³	755
Plastics, PET			
	Loose	1 yd ³	35
	Compacted	1 yd ³	515
Plastics, HDPE			

	Loose	1 yd ³	25
	Compacted	1 yd ³	270
Plastics, Mixed #1-7			
	Loose	1 yd ³	38
	Compacted	1 yd ³	550
Single-stream (mixed recyclables)			
	Loose	1 yd ³	177

Proprietary Information Policy

If proprietary information is provided by an applicant that constitutes a trade secret, confidential personnel information, or proprietary commercial or financial information, it will be treated in confidence by the department, the committee, and the board. This information **must** be clearly marked with the term "Proprietary Information" on each appropriate page.

Rebate Payments

The department will make rebate payments from the RREO Fund to successful applicants on or around April 22, 2014. Only rebates totaling \$100 or more will be awarded. Rebate payments are capped at 10% of the total rebate fund available, or \$18,420.90. No entity will receive more than 10% of the total monies available.

Submitting a Rebate Application

The department will accept applications beginning February 3, 2014. All applicants must complete the provided cover sheet and application form in its entirety. An organization applying for this rebate for the first time **must** include a W9 form with their submitted application. If an organization has previously applied for and received a rebate from this program, a W9 form is not required unless the address you wish the rebate check to be mailed has changed. Be sure the mailing address on the rebate application matches the address provided on the W9 since rebate checks will be mailed to the address on the W9. A template of the required W9 form can be found on the department's website:

www.colorado.gov/cdphe/recyclinggrantrebates

Electronic applications submitted in PDF format are **strongly preferred**. Please e-mail your application to Eric Heyboer, Program Administrator, at cdphe.ppp2@state.co.us (Subject Line: Recycling Rebate Application). Applications received by mail or by fax will also be accepted at the following:

Recycling Rebate Program
 Mail Code: DEHS-B2
 Colorado Department of Public Health and Environment
 4300 Cherry Creek Drive South
 Denver, CO 80246-1530

Fax: 303-782-4969

The deadline for receipt of complete applications by e-mail is 3:00 PM MST on February 28, 2014. Applications that are mailed must be received by 3:00 PM MST on February 28, 2014. Applications postmarked on February 28 but delivered on a later date will no longer be accepted. Incomplete applications and applications received after this deadline will not be accepted. All applicants will receive e-mail notification of receipt of their application within one (1) business day. If you do not receive an e-mail notification after one (1) business day, contact Eric Heyboer immediately at 303-691-4955. Do not send

both an electronic application and an application by courier or certified mail. Please direct all questions or concerns to Eric Heyboer via email at cdphe.ppp2@state.co.us (Subject Line: Recycling Rebate Questions) or call 303-691-4955.

*Sources:

1. Massachusetts Office of Energy and Environmental Affairs, *Volume to Weight Conversions for Recyclable Materials*, <http://www.mass.gov/dep/recycle/approvals/dsconv.pdf>
2. United States Environmental Protection Agency, *Standard Volume to Weight Conversion Factors*, http://www.epa.gov/osw/consERVE/tools/recmeas/docs/guide_b.pdf
3. Minnesota Pollution Control Agency, *SCORE Program Reporting Form*, p.17
<http://www.pca.state.mn.us/index.php/data/score/score-program-survey.html>

Recycling Resources Economic Opportunity Rebate Program

Rebate Application Cover Sheet

July 1, 2013 to December 31, 2013

Company/Entity Name: _____

Mailing Address: _____

City, State, Zip: _____

Primary Contact: _____ Phone Number: _____

E-Mail Address: _____ Fax Number: _____

Federal Tax Identification Number: _____ Web URL: _____

I certify that:

I have personally examined and am familiar with the information contained in this submittal;

The information contained in this submittal is, to the best of my knowledge, true, accurate and complete in all respects;

I am fully authorized to make this certification on behalf of this facility; and

I am aware that there are significant penalties including, but not limited to, possible fines and imprisonment for willfully submitting false, inaccurate or incomplete information.

Print name of Authorized Official: _____

Signature of Authorized Official:

Please insert an electronic signature into the box on the right, or sign and mail or fax the completed application to Eric Heyboer at 303-782-4969.

Date: _____ Title: _____

Recycling Rebate Program Application
Eligible Free Public Recycling Drop-Off Sites
 July 1, 2013 to December 31, 2013

Rebates are available to entities in Colorado that incur transportation/hauling costs¹ associated with providing one or more free public/community recycling drop-off sites. To be considered for a rebate, complete the table below in its entirety for the period beginning July 1, 2013 through December 31, 2013². If more space is required, you may attach a separate spreadsheet but you **must** use the same column headings as shown in the template below. All applications must first be received to determine each entity's rebate.

Street address of each drop-off site ³	Information on free recycling drop-off sites eligible for rebate available from July 1, 2013 through December 31, 2013						
	Total recycling capacity of each drop-off site (cubic yards) ⁴	Frequency of container pick-up (number of pick-ups per week or per month)	Hauler(s) servicing drop off site(s)	Type of material collected at each site (newspaper, plastic containers, cardboard, single-stream, etc.)	Distance each material is hauled to processing center/end-user (miles) ⁵	Tons of each material collected ⁶	Name and address of processing center/end user
				a. b. c.	a. b. c.	a. b. c.	a. b. c.
				a. b. c.	a. b. c.	a. b. c.	a. b. c.
				a. b. c.	a. b. c.	a. b. c.	a. b. c.

¹ Costs include transportation/hauling for pickup service. Entities that only incur other costs (container purchases, site maintenance, etc) are not eligible for a rebate.

² Drop-off sites that began or discontinued service during the six month period are not eligible for a rebate during this cycle.

³ For any drop-off sites that are Material Recovery Facilities (MRFs) or similar processing facilities, and less than 8,000 tons are processed annually, all recyclables that are collected curbside or from commercial accounts must be subtracted. Only those recyclables that are delivered by the public are eligible and should be reported in the rebate application if the MRF (or similar) is listed as a public drop-off site.

⁴ Each drop-off site must collect at least three recyclable materials, provide a minimum of 12 cubic yards of recycling capacity, have a permanent address, and be available to the public a minimum of 12 hours per week.

⁵ Distance shipped should equal the actual one way distance from the collection point to a processing center or end-user. If each material is hauled to a different processing center, please list the mileage shipped for each recyclable item.

⁶ Provide the total weight recycled **of each material** during the **entire** rebate period, **not** weights per pick-up or per month. If tons collected have increased or decreased by more than 20% since the last rebate cycle, provide an explanation in the Comments box. Figures **must** be reported in tons. If weight data are not available, applicants must use the volume-to-weight conversion formulas provided in the informational packet. An application may be rejected if figures are not reported in tons.

REQUIRED: Justification for Transporting Material to Listed Processors/End-Users

In the space below, explain where the recyclables collected at each drop-off center are shipped to and justify the distance traveled. The intent of this narrative section is to provide a more complete picture for the committee to determine whether recyclables are being transported greater distances than is necessary, which may make the applicant ineligible for a rebate.

Comments/Explanations:

Please use this space to explain how prior rebate funds, if received in the last rebate cycle, were used to expand or support waste diversion in your community.

CDPHE reserves the right to audit and/or ask for more detailed information concerning any information submitted in this application.

John W. Hickenlooper, Governor
 Larry Wolk, MD, MSPH
 Executive Director and Chief Medical Officer

Dedicated to protecting and improving the health and environment of the people of Colorado

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www.colorado.gov/cdphe



Colorado Department
 of Public Health
 and Environment

Recycling Rebate Section 25-16.5-105(1)(k), C.R.S.

Application and Information August 2014

Recycling Rebate Program

The Colorado Department of Public Health and Environment (department), working through its Pollution Prevention Advisory Board (board) and the Assistance Committee (committee) to the board, requests applications for a monetary rebate from the Recycling Resources Economic Opportunity (RREO) Fund. The intent of the RREO rebate program is to financially assist free public recycling drop-off sites that must ship their recyclables considerable distances to bring them to market or to be further processed. The total amount of rebate dollars available for the period January 1, 2014 through June 30, 2014 is \$150,000.

For this round, 100% of the rebate is dedicated to free public recycling drop-off sites. Fifty percent of the fund will be allocated based on tonnage recycled and miles traveled to bring recyclables to the nearest processing facility. The remaining 50 percent will be allocated based on the number of eligible recycling drop-off sites available to the public. The application template is located on the department's website at www.colorado.gov/cdphe/recyclinggrantrebates.

Application Time Line

August 1, 2014	Application Released
August 29, 2014 3:00 PM MST	Application Due Date
September 1-9, 2014	Application Review by Assistance Committee
September 23, 2014	Board to Approve Rebate Recommendations
October 14, 2014	Estimated Rebate Payment Date

Future Rebate Cycles

The committee and board have discretion on how the rebate fund will be allocated, and the rebate formula and/or eligibility requirements may change from one rebate cycle to the next. Applicants should not rely on the rebate program as guaranteed income in perpetuity.

*****NOTICE***** -- The frequency in which rebate applications will be made available will decrease. The rebate program will transition from a biannual to an annual rebate application. The intent of this change is to reduce the administrative burden in completing the rebate application. Rebate applications will continue to be made available every six months through August 1, 2015. Rebate applications will be released annually thereafter, every August.

Eligibility

According to Section 25-16.5-105(1)(k), C.R.S., any local government, nonprofit, or for-profit entity within the State of Colorado that performs the services or recycles the materials listed below may apply for a rebate. Any entity that incurs transportation/hauling costs associated with providing one or more free public recycling drop-off sites is eligible to apply for a rebate. The following facilities are considered drop-off sites and would be eligible for a rebate provided that recyclables are accepted from the general public:

- 1) A drop-off site that is operated by any local government, nonprofit, or for-profit entity on public or private land within the state of Colorado
- 2) A Materials Recovery Facilities (MRF) or similar processing center that processes and sorts less than 8,000 tons of recyclables per year
- 3) An end-user of recyclable material within the State of Colorado that processes less than 8,000 tons per year
- 4) A facility that collects and processes post-consumer glass for recycling, but processes less than 8,000 tons per year

Additional eligibility requirements include:

- Entities who incur transportation/hauling costs for pickup service are eligible to apply for the rebate. Entities who **only** incur other costs (container purchases, site maintenance, etc.) are not eligible for a rebate.
- Drop-off sites must collect at least **three** different materials for recycling. Only drop-off sites that collect conventional recyclables are eligible (aluminum/tin cans, cardboard, newspaper, office paper, plastics #1 – #7, glass bottles and jars, etc.)
- Buy back centers, clothing drop-offs, and similar drop-off sites are not eligible to apply. The committee reserves the right to disqualify any application in which recyclables collected are not deemed appropriate for a rebate.
- Drop-off sites that opened or were discontinued during the six month period are not eligible for a rebate during this cycle.
- Drop-off sites must be located at a permanent address and must be available to the public a **minimum of 12 hours per week**.
- Each drop-off site must provide containers that collectively equal a minimum of 12 cubic yards of recycling capacity. For instance, a drop-off site with three, 4-yard containers serviced once per week would be eligible, but a site with two, 3-yard containers that are serviced twice per week would not be eligible.
- For any drop-off sites that are MRFs or similar processing facilities, and less than 8,000 tons are processed annually, all recyclables that are collected curbside or from commercial accounts must be subtracted. Only those recyclables that are delivered by the public are eligible and should be reported in the rebate application if the MRF (or similar) is listed as a public drop-off site.

Rebate Formulas

For the period January 1 through June 30, 2014, two formulas will be used to calculate rebate awards for eligible recycling drop-off sites. Fifty percent of the fund will be allocated based on the tonnage recycled and the miles traveled to bring recyclables to the nearest processing facility. A threshold of 35 miles is the minimum number of miles that must be traveled before mileage is factored into the rebate formula. Only the number of miles traveled beyond 35 will be counted in the formula. This portion of the rebate will be calculated as follows:

$$\text{Drop-Off Site Rebate Per Ton-Mile Per Location} = \frac{(\text{Total Material Tonnage}) \times (\text{Total Miles Material Shipped}) \times (\text{Total Dollars Available})}{(\text{Total Number of Ton-Miles of Approved Applicants})}$$

The remaining 50 percent will be allocated based on the number of eligible recycling drop-off sites. Any eligible entity that incurs transportation/hauling costs associated with providing one or more free public recycling drop off sites is eligible to apply for a rebate. To be considered for a rebate, list all eligible free public recycling drop-off sites that were available to the public between January 1, 2014 and June 30, 2014 in the attached table. This portion of the rebate will be calculated as follows:

$$\text{Drop-Off Site Rebate Per Number of Drop-Off Sites} = \frac{(\text{Total Dollars Available}) \times (\text{Total Number of Drop-Off Site(s) for Company X})}{(\text{Total number of Drop-Off Site(s) by All Applicants})}$$

In the future, the formulas for awarding rebates may be re-structured or other materials may be added to or removed from the rebate program.

Volume-To-Weight Conversion Calculations

The following conversion factors* must be used if weight data is unavailable. Single-stream recyclables must be reported in tons. If accurate tonnages are not available, the volume-to-weight conversions provided below must be used to maintain consistency among all applicants.

The formula for converting cubic yards to tons is (number of cubic yards) x (weight in pounds) ÷ (2000 pounds) = tons.

Category	Recyclable Material	Volume	Estimated Weight (lbs)
Glass Bottles			
	Whole	1 yd ³	620
	Semi-crushed	1 yd ³	1175
	Crushed (mechanically)	1 yd ³	1840
Aluminum Cans:			
	Whole	1 yd ³	60
	Flattened	1 yd ³	225
Ferrous (Tin Cans):			
	Whole	1 yd ³	150
	Flattened	1 yd ³	850
Old Corrugated Cardboard			
	Loose	1 yd ³	200
	Compacted	1 yd ³	460
Newspaper			
	Loose	1 yd ³	445
	Compacted	1 yd ³	800
Commingled Containers			
(cans, glass, plastics)	Loose	1 yd ³	180
Office Paper			
	Loose	1 yd ³	655
	Compacted	1 yd ³	1310
Mixed Paper			
	Loose	1 yd ³	490
	Compacted	1 yd ³	755

Plastics, PET			
	Loose	1 yd ³	35
	Compacted	1 yd ³	515
Plastics, HDPE			
	Loose	1 yd ³	25
	Compacted	1 yd ³	270
Plastics, Mixed #1-7			
	Loose	1 yd ³	38
	Compacted	1 yd ³	550
Single-stream (mixed recyclables)			
	Loose	1 yd ³	177

Proprietary Information Policy

If proprietary information is provided by an applicant that constitutes a trade secret, confidential personnel information, or proprietary commercial or financial information, it will be treated in confidence by the department, the committee, and the board. This information **must** be clearly marked with the term “Proprietary Information” on each appropriate page.

Rebate Payments

The department will make rebate payments from the RREO Fund to successful applicants on October 14, 2014. Only rebates totaling \$100 or more will be awarded. Rebate payments are capped at 10% of the total rebate fund available, or \$15,000. No entity will receive more than 10% of the total monies available.

Submitting a Rebate Application

The department will accept applications beginning August 1, 2014. All applicants must complete the provided cover sheet and application form in its entirety. An organization applying for this rebate for the first time **must** include a W9 form with their submitted application. If an organization has previously applied for and received a rebate from this program, a W9 form is not required unless the address you wish the rebate check to be mailed has changed. Be sure the mailing address on the rebate application matches the address provided on the W9 since rebate checks will be mailed to the address on the W9. A template of the required W9 form can be found on the department’s website:

www.colorado.gov/cdphe/recyclinggrantrebates

Electronic applications submitted in PDF format are **strongly preferred**. Please e-mail your application to Eric Heyboer, Program Administrator, at cdphe.ppp2@state.co.us (Subject Line: Recycling Rebate Application). Applications received by mail or by fax will also be accepted at the following:

Recycling Rebate Program
 Mail Code: DEHS-B2
 Colorado Department of Public Health and Environment
 4300 Cherry Creek Drive South
 Denver, CO 80246-1530

Fax: 303-782-4969

The deadline for receipt of complete applications by e-mail is 3:00 PM MST on August 29, 2014. Applications that are mailed must be received by 3:00 PM MST on August 29, 2014. Applications

postmarked on August 29 but delivered on a later date will no longer be accepted. Incomplete applications and applications received after this deadline will not be accepted. All applicants will receive e-mail notification of receipt of their application within one (1) business day. If you do not receive an e-mail notification after one (1) business day, contact Eric Heyboer immediately at 303-691-4955 to confirm that your application was submitted successfully. Do not send both an electronic application and an application by courier or certified mail. Please direct all questions or concerns to Eric Heyboer via email at cdphe.ppp2@state.co.us (Subject Line: Recycling Rebate Questions) or call 303-691-4955.

*Sources:

1. Massachusetts Office of Energy and Environmental Affairs, *Volume to Weight Conversions for Recyclable Materials*, <http://www.mass.gov/dep/recycle/approvals/dsconv.pdf>
2. United States Environmental Protection Agency, *Standard Volume to Weight Conversion Factors*, http://www.epa.gov/osw/conserves/tools/recmeas/docs/guide_b.pdf
3. Minnesota Pollution Control Agency, *SCORE Program Reporting Form*, p.17
<http://www.pca.state.mn.us/index.php/data/score/score-program-survey.html>