

# **SOUTHWEST ARKANSAS REGIONAL**



## **SOLID WASTE MANAGEMENT DISTRICT**

Recycling Funds  
E-Waste Funds  
Policies & Procedures

May 2016

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## GENERAL INFORMATION:

### **Recycling:**

Act 133 of 2013 eliminated the Recycling Grant Program under the Solid Waste Management & Recycling Fund Act and provided for an alternate means of distributing these funds. Funds collected under the provisions of Ark. Code Ann § 8-6-607 and deposited into the State Treasury to the Credit of the Solid Waste Management and Recycling Fund, less up to twenty percent (20%) for administrative support for Arkansas Department of Environmental Quality (ADEQ), shall be allocated annually to each of the approved Regional Solid Waste Management Districts (Districts). Funds shall be disbursed to each Regional Solid Waste Management District no later than September 1 of each year. These funds are now to be administered by the Regional Solid Waste Management District and not ADEQ.

### **Computer and Electronic Recycling:**

Pursuant to Act 1410 of 2001 and Act 970 of 2005, codified as Arkansas Code Annotated (A.C.A) § 25-34-101 et al, there is established on the books of the Treasurer of the State, and Chief Fiscal Officer of the State, a fund known as the Computer and Electronic Recycling Fund. The Computer and Electronic Funds shall be disbursed annually to each Regional Solid Waste Management District following the end of each fiscal year. This grants program will be known by its short title: E-Waste.

## 1.0 ACRONYMS / DEFINITIONS:

ADEQ:	Arkansas Department of Environmental Quality
APC&EC:	Arkansas Pollution Control & Ecology Commission
Board:	Southwest Arkansas Regional Solid Waste Management Board (SWARSWMB)
Board:	Regional Solid Waste Management Board formed under Ark. Code Ann. § 8-6-701 et seq. and pursuant to the authority of the APC&EC as provided by Ark. Code Ann. § 8-6-707
Compacted Cubic Yard Of Waste:	Volume equal to 3'x3'x3' of solid waste which has received any amount of mechanical compaction
Computer:	A programmable electronic machine that performs high speed mathematical or logical operations or that assembles, stores, correlates, or otherwise processes information
Demanufacturing:	End of life disposition of electronic devices and computers; includes recovery of hard drives and chips with resale value, the removal of commodities, such as copper, aluminum, and gold for sale to scrap consumers, the removal and hazardous waste disposal of toxins and heavy metals, and the shredding or melting of materials that can be sold and manufactured into new products

District:	Southwest Arkansas Regional Solid Waste Management District (incorporated cities and towns and unincorporated places of Calhoun, Columbia, Dallas, Miller, Ouachita, and Union Counties)
District:	Regional Solid Waste Management District formed under Ark. Code Ann. §8-6-701 et seq. and pursuant to the Authority of the APC&EC as provided by Ark. Code Ann. § 8-6-707
Electronics:	Devices utilizing electrons and electric circuits including household appliances, televisions, recording and playing devices for music or video tapes, compact discs and digital technology
E-Waste:	Computer or electronic equipment that is either no longer needed for or capable of serving its intended purpose, is considered scrap and is destined for disposal
Grant Decision:	Final administrative decision by the SWARSWMB and Solid Waste Manger/Assistant.
Grant Round:	A single grant cycle that opens with the acceptance of new applications for funding and ends with the approval and disbursement of grant awards from funds available for the grant cycle
Grantee:	The grant applicant awarded funding for a grant proposal
Grinding:	The process for removal of yard waste from limbs and trees; sometimes resulting after large storms or other disasters. This is not limited to only limbs and trees, can be yard waste as well. Wood grindings are recycled as boiler fuel.
Recycling:	The systematic collection, sorting, decontaminating, and returning of waste materials to commerce as commodities for use or exchange.
Solid Waste:	Any refuse resulting from industrial, commercial, agricultural, and community and residential activities.
Solid Waste Reduction Activities:	Other activities that divert materials from landfills for reuse including, without limitation: <ul style="list-style-type: none"> <li>a. Using waste items as raw materials in a production process, such as adding shingles to asphalt mix for paving;</li> <li>b. Using waste items to produce an end product without recycling, such as returning wood chips to citizens as mulch;</li> <li>c. Using waste items as fuel, such as burning wood chips or tire chips in a waste-to fuel process; or</li> <li>d. Other activities as approved</li> </ul>

SWARSWMB:	Southwest Arkansas Solid Waste Management Board
Tipping Fee:	A charge made by a landfill or a transporter to its customers for waste received and may or may not include the disposal fees
Ton:	Short ton consisting of a net weight measure of two thousand pounds (2,000 lbs.)
Un-compacted Cubic Yard Of Waste:	Volume equal to a 3'x3'x3' of solid waste which has received no amount of mechanical compaction.

## 2.0 ELIGIBILITY:

The following entities or types of entities are eligible to apply for Recycling & E-Waste funding under the programs explained within these Policies and Procedures:

1. Cities & Counties
2. Other State or Local Government Entities
3. Schools, Colleges or Universities
4. Non-Profit Organizations or Associations

The following types of expenditures are **eligible** for funding under the programs explained within these Policies and Procedures:

- + Solid Waste Planning – Planning studies are eligible for funding if an applicant’s proposed study meets the solid waste planning requirements of Ark. Code Ann. §8-6-201 et seq., §8-6-1901 et seq. Regulation 22: Solid Waste Management, and the Minimum Requirements for Regional Solid Waste Management District Plans as set forth in the Statewide Solid Waste Management Plan. The funded planning study must include goals for the diversion of recyclable materials from disposal at landfills or incinerators and must set out methods for increasing recycling in the study area. Only first-year costs for planning staff are eligible. Boards may expend an amount equal to no more than ten percent (10%) of their administrative allocation for plan updates.
- + Recycling or Composting Equipment and Material Recovery Facilities – Recycling equipment and recycling facilities are eligible for funding if existing facilities and equipment do not provide adequate and efficient service for the project area. The facilities must meet the objectives of the solid waste management plan for recycling facilities. Composting facilities and equipment are also eligible. Equipment is to be used no less than fifty percent (50%) of the time of recycling activities or other grant-funded projects. Applicants shall provide information that reasonably demonstrates that existing mechanical processing equipment or facilities are not serving or could not serve the relevant area.

- ✦ Solid Waste Education and Public Awareness Programs – Education and public awareness activities and materials are eligible if, in accordance with the legislative intent of Ark. Code Ann. §8-6-601 et seq., they are part of a plan for introducing or promoting recycling, composting, or other solid waste management practices that divert wastes from landfills, encourage waste reduction and stimulate demand for products produced from recycled materials.
- ✦ Transfer Stations – Waste transfer stations which accept three (3) or more recyclable materials, as identified in Regulation 28, are eligible for funding.
- ✦ Recycling Programs – Recycling activities that meet the intent and requirements of Ark. Code Ann. § 8-6-601 et seq. are eligible for funding.
- ✦ Waste Reduction Activities – Other waste stream reduction activities that divert the flow of materials away from landfills to be put to beneficial use are eligible for funding.
- ✦ Collection, Transportation, or Processing – Marketing, development, and implementation of the most efficient and convenient means of collecting, transporting, and processing scrap electronic equipment from residents and businesses.
- ✦ Local or Statewide Recycling & Demanufacturing – Establish statewide, regional or local contracts for computer electronics recycling and demanufacturing businesses with an emphasis on rural and social economic challenged areas.
- ✦ Innovative Recycling, Donation, Demanufacturing, or Disposal – other **innovative measures**, subject to approval from the Board, that implements and promotes the recycling, donation, demanufacturing or disposal options for computers and electronic equipment in a convenient manner for citizens and businesses of Arkansas.
- ✦ Computer and Electronic Equipment Transportation Cost – Cost incurred in the process of transporting computer and electronic equipment for the purpose of recycling or reuse. Funds may be used to pay a contractor or local or district transporter.
- ✦ Contractual Services – Cost incurred for services contracted outside of the district or local facility for management of computer and electronic equipment collection, processing, or transportation.
- ✦ Administration of the Recycling Program – SWARSWMD collects ten (10) percent of the recycling funds made available for funding each year. SWARSWMD contracts with SWAPDD Inc. for the administration of the Solid Waste Programs. This contract currently is not to exceed \$85,000 yearly.

**Only** reasonable costs are allowable. The following types of expenditures are **not eligible** for funding under the Recycling and E-Waste programs explained within these Policies and Procedures (this is not an all-inclusive list):

- ✚ Administrative Costs – With the exception of administration funds collected by SWARSWMD for administration of the recycling program, funding assistance shall not be used for costs that do not directly relate to a specific recycling, computer or electronic equipment recycling project and have not received written approval from the Board as specifically attributable to an approved project. Examples of ineligible administrative expenditures include, but are limited to: administrative salaries, planning; land acquisition, unless part of a building acquisition; and food.
- ✚ Activities that are not considered recycling: The Board shall not approve projects that are not recycling or waste reduction projects. (Example: Roads/Streets, graders, dump trucks etc.)
- ✚ Routine Activities – Funding assistance shall not be provided to perform routine maintenance and monitoring activities nor other services or actions which are provided or should be provided, in the normal course of a solid waste management system, plan or effort, by a grantee.
- ✚ Existing Equipment or Facilities – Funding assistance shall not be provided for purchasing mechanical processing equipment or facilities if existing mechanical processing equipment or facilities efficiently and adequately serve the relevant area, unless the Board determines to be rational and that the equipment or facility is an indispensable component to the otherwise eligible project and would more efficiently serve the relevant area.

### **3.0 APPLICATION PROCESS AND APPROVAL:**

Forms to be used in both application processes is included in this document. An application shall not be considered without being on required forms and with required attachments.

Recycling Applications will be due on October 31<sup>st</sup> of each year. E-Waste Applications will be due on July 31<sup>st</sup> of each year. Should the 31<sup>st</sup> fall on a Saturday or Sunday the application is due on Monday. Please note that these dates are subject to change due to availability of funds.

Applications will be submitted to Debbie Harbour, Solid Waste Assistant, SWARSWD, PO Box 767, Magnolia, AR 71754 or [debbie.harbour@arkansas.gov](mailto:debbie.harbour@arkansas.gov).

Applications shall be evaluated and approved by the Board based upon the type of project, the implementation process, the scope of project and the anticipated results listed on the grant application and total amount of funding available for the year.

#### **4.0 DISTRIBUTION:**

Funds shall not be disbursed by the Board prior to the start of a project. Board shall make distribution of grant funds to approved grantees once project is completed and required documentation is completed. Required documentation is included in this document. All grants awarded after October 2015, must be expended within one year of award.

#### **5.0 CONDITIONS OF GRANT:**

Funds for any grant project (awarded after October 2015) not started and completed within one year of award will be forfeited and become part of the total funds available in the next grant year, unless the project delay receives written approval by Solid Waste Manager/Assistant.

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## RECYCLING APPLICATION:

Southwest Arkansas Regional Solid Waste Management District

**List and give a brief description of each planned project and why it is needed.** Provide enough details about the proposed project so that the Southwest Arkansas Regional Solid Waste Management Board can determine if the project meets the intent and requirements of A.C.A § 8-6-609.

**Also, please attach a cost estimate for each planned project.**

**Project Description:**

**Estimated Amount of Request:**

**Project Description:**

**Estimated Amount of Request:**

**Project Description:**

**Estimated Amount of Request:**

Date Submitted: \_\_\_\_\_, 2016

Authorized Signature: \_\_\_\_\_

**PLEASE RETURN COMPLETED PRE-APPLICATIONS TO:**

DEBBIE HARBOUR - SWAPDD, INC.  
PO BOX 767  
MAGNOLIA, AR 71754

[debbie.harbour@arkansas.gov](mailto:debbie.harbour@arkansas.gov)  
870-234-0135 Fax

**PLEASE RETURN PRE-APPLICATION BY October 31st.**

## E-WASTE APPLICATION:

Southwest Arkansas Regional Solid Waste Management District

**List and give a brief description of each planned project and why it is needed.** Provide enough details about the proposed project so that the Southwest Arkansas Regional Solid Waste Management Board can determine if the project meets the intent and requirements of program.

**Also, please attach a cost estimate for each planned project.**

**Project Description:**

**Estimated Amount of Request:**

**Project Description:**

**Estimated Amount of Request:**

**Project Description:**

**Estimated Amount of Request:**

Date Submitted: \_\_\_\_\_, 2016

Authorized Signature: \_\_\_\_\_

**PLEASE RETURN COMPLETED PRE-APPLICATIONS TO:**

DEBBIE HARBOUR - SWAPDD, INC.  
PO BOX 767  
MAGNOLIA, AR 71754

[debbie.harbour@arkansas.gov](mailto:debbie.harbour@arkansas.gov)  
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**PLEASE RETURN PRE-APPLICATION BY July 31st.**

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