



# HARRIS COUNTY, TEXAS

Office of Budget Management 1001 Preston; Suite 500 Houston, TX 77002 713-274-1135  
Grants Coordination Section - Conveyance Form Application Award

☒☐

Department Name / Number	DUNs	Grant Title
Commissioner Pet 2 - 102	Not Applicable	Ford Heavy Trash Vehicle
Funding Source: Texas Commission on Environmental Quality (TCEQ): CFDA# N/A	Grant Agency: Houston-Galveston Area Council	
Program Year: 1 st	Program Ending:	
Grant Begin Date: 03/01/2022	Grant End Date: 06/30/2023	
Grant Org. Key:	If applicable, Prior Year Org. Key: N/A	

## Grant Description:

Funded by the Texas Commission on Environmental Quality (TCEQ) via the Houston-Galveston Area Council (H-GAC), the Solid Waste Implementation Grants provide funding to projects that will provide a direct and measurable effect on reducing the amount of waste going into regional landfills by diverting various materials from the municipal solid waste stream for beneficial use, or by reducing waste generation at the source.

	Total Budget	Grant Funded	County Funded
Salary & Benefits	\$0.00	\$0.00	\$0.00
Non-Labor	\$215,000.00	\$215,000.00	\$0.00
Sub Tot. Incremental Cost	\$215,000.00	\$215,000.00	\$0.00
Indirect Cost	\$0.00	\$0.00	\$0.00*
TOTALS	\$215,000.00	\$215,000.00	\$0.00

\* under development

Full Time Equivalent Positions

Date Guidelines are Available

% of Positions Paid by Grant

Grant Submittal Deadline Date

## Grant Discussion:

If awarded, this would be the first year of funding for the Precinct under this grant program. The Precinct is requesting funding for the cost of a new heavy trash vehicle for illegal dumping cleanup and disposal. The budget requests \$215,000, but it is also possible that an award would be for a lesser amount depending on the number of applications the grantor receives, in which case the Precinct would have the option of providing matching funds in order to procure the truck.

## County Funded Cost Projection

Year	Required	Discretionary
2023	-	-
2024	-	-
2025	-	-
2026	-	-
2027	-	-

Completed by : Eric Cadow Cadow, Eric

Date : 10/5/2024

Reviewed by : [Signature]

Date : 10/5/21

ORDER OF COMMISSIONERS COURT  
Authorizing Grant Application

The Commissioners Court of Harris County, Texas, met in regular session at its regular term at the Harris County Administration Building in the City of Houston, Texas, on Tuesday, October 12, 2021 with all members present except \_\_\_\_\_.

---

A quorum was present. Among other business, the following was transacted:

ORDER AUTHORIZING GRANT APPLICATION

Commissioner \_\_\_\_\_ introduced an order and moved that Commissioners Court adopt the order. Commissioner \_\_\_\_\_ seconded the motion for adoption of the order. The motion, carrying with it the adoption of the order, prevailed by the following vote:

	Yes	No	Abstain
Judge Lina Hidalgo	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Rodney Ellis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Adrian Garcia	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Tom S. Ramsey	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. R. Jack Cagle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The County Judge thereupon announced that the motion had duly and lawfully carried and that the order had been duly and lawfully adopted. The order adopted follows:

IT IS ORDERED that:

1. The County Judge Lina Hidalgo or her designee be hereby authorized to approve, and on behalf of Harris County, Texas, to apply for grant funding from the Houston-Galveston Area Council.

**Solid Waste Management Grant FY 22/23**  
**Ford Heavy Trash Vehicle**

Funding Request Total:  
Grant Term:

**\$215,000.00**  
**03/01/2022-06/30/2023**

**H-GAC MUNICIPAL SOLID WASTE GRANT FY 2022-2023**

**PROJECT TITLE:** Precinct 2 Illegal Dumping Cleanup

## H-GAC MUNICIPAL SOLID WASTE GRANTS PROGRAM FISCAL YEARS 2022-2023 APPLICATION

### General Information

#### Applicant Information

All fields are required.

Name of Entity **Precinct 2 Department/Division Public Works**

#### Primary Project Contact Information

All fields are required.

First Name **Rosalie** Last Name **Brockman** Phone Number **713-274-2336** Email Address  
**rosalie.brockman@** Title **Sr. Director, Public Works** Address **14350 Wallisville** City **Houston**  
State **Texas** Zip Code **77049** County **Harris**

#### Primary Financial Contact Information

All fields are required.

First Name **Tammy** Last Name **Taylor** Phone Number **713-274-2439** Email Address  
**tammy.taylor@precinct2.org** Title **Grants & Nonprofit Coordinator** Address **14350 Wallisville** City **Houston**  
State **Texas** Zip Code **77049** County **Harris**

#### Eligible Entities

All fields are required.

Entity

Category

County

#### Grant/Project Information

All fields are required.

Project Title HCP2 Illegal Dumping Clean up Truck

Brief Project Description

Truck and crane to add to existing dumping amelioration program.

Grant Category

Population Served by this Project

Harris County Precinct 2 encompasses 416 square miles with over 1.2 million residents with significant numbers living in unincorporated areas.

## Personnel, Fringe Benefits, and Indirect Budget

### Personnel Budget Line Item #1

**Position**

## Travel Budget

### Travel Budget Line Item #1

All fields are required if entering a line item.

**Purpose**

## Supplies Budget

### Supplies Budget Line Item #1

Description

## Equipment Budget

### Equipment Budget Line Item #1

Description: Truck & Crane Purpose pick up large dumped trash on public rights of way

Make & Model: Freight Liner 108SD, Palfinger crane M13A80

Quantity  Amount Requested

# Construction Budget

## Construction Budget Line Item #1

Description

N/A

Purpose

# Contractual Budget

## Contractual Budget Line Item #1

Contractor

N/A

# Other Budget

## Other Budget Line Item #1

TypeDescription

N/A

# Total Funding Request

## Budget Request Summary

Category	Amount Requested
Personnel Budget (Includes Fringe Benefits)	\$0
Travel Budget	\$0
Supplies Budget	\$0
Equipment Budget	\$215,000
Construction Budget	\$0
Contractual Budget	\$0
Other Budget	\$0

Category	Amount Requested
<i>Total Amount Requested</i>	<i>\$215,000</i>

## Proposed Funding

Please enter the amount of applicant's match/in-kind for this application. The total project budget will be calculated automatically based on this and the budget items entered.

**Applicant's Match/In-Kind**

## Project Merits and Needs

### Need for Project

The proposed project is the purchase of a truck and crane to be used for ongoing clean up by our own employees of litter and illegally dumped municipal solid waste on public property in a 120 square mile section of Precinct 2. The project would supplement our current efforts to address the problem of illegal dumping and support implementation of the approved H-GAC regional solid waste management plan.

Precinct 2 covers 560 square miles, much of which are unincorporated, underserved, low to moderate income communities where regular heavy trash pick-up from residences is not readily available. The result has been illegal dumping of large household waste items onto public land. The rate of service calls to clean up illegally dumped waste has increased 33% in the last three years, from 220 service calls in 2018 to 293 so far in 2021. Our current clean-up is conducted 40 hours per week by teams of our own employees at four separate work camps. Picked up items are then delivered to a contracted facility for disposal.

### Project Objective

The objective is to expand the clean-up of illegal dumping in Precinct 2. Expected benefits include cleaner communities and a higher quality of life for residents.

### Project Feasibility

The proposed project is an enhancement of Precinct 2's existing Illegal Dumping Removal program. Currently, calls requesting litter removal that are received through our call center are routed to the Public Works service request system. These service requests are allotted to one of four work camps, which use one truck each to remove illegally dumped household waste in their designated geographic quarter of the Precinct. At Wade Camp, in particular, we have seen an increase in the number of calls for clean-up. An additional truck would significantly improve the program by enabling us to double the amount of litter and illegally dumped waste we can pick

up in the service area. This will be demonstrated by an increase in the number of service tickets cleared each month. This project has not received previous Solid Waste funding (FY93-FY21). The project has been added to the Public Works department budget and schedule for 2022 and we have obtained preliminary cost estimates for the equipment.

## Outreach and Education

The primary purpose of this project is to make our current solid waste management program more efficient and effective, so the specific objectives of the proposal are expected to be met without requesting funding from H-GAC for Outreach and Education. However, in order to address the larger goals of the Regional Plan, we will create an Outreach and Education plan for the public and we will dedicate resources to this effort as part of our matching leverage. With Precinct 2's Communications team, we will create social media posts and flyers to promote the project on Commissioner Precinct 2 social media channels and with flyers and/or posters in 12 community centers and at over 50 parks as well as at existing community events throughout Harris County. Additionally, Precinct 2 vehicles advertise our Call Center to inform the public where to direct calls. Our plan is to incorporate this program into public programming at these county venues and we will offer customer incentives at them to reinforce the message. Local nonprofit Precinct2gether will support this public outreach.

## Local Resources and Commitment

### Ability to Sustain the Project

We plan to sustain this project into the future and intend for the purchase of this truck to allow the expansion of our program on an ongoing basis. We have requested grant funding only for the one-time cost of the purchase of an additional truck. Other costs such as maintenance, storage, fuel, labor, and outreach will be covered by Precinct 2 during the grant period and beyond. The functions we propose are those we already perform, and the additional work this equipment will allow us to do will be integrated into our current and future Public Works provision of services and departmental budget. Our track record of successful solid waste management includes responding to service calls about illegal dumping. We closed 218 service calls in 2018; 278 in 2019; 294 in 2020; and 241 in 2021 to date. Since the function of this project is in complete alignment with our current waste management program, we are confident in our ability to sustain it.

### Matching Funds or In-Kind Services

Because cleaning up illegal dumping is such a high priority, Precinct 2 will provide in-kind services for this program including labor, fuel, maintenance, storage facilities, and will pay for contracted disposal of the collected solid waste at a rate of \$5.50/cubic yard, or \$165 per truckload of waste. Additionally, Precinct 2 will use Mobility funds out of its budget to pay for the truck until such time as reimbursement is made by H-GAC.

### Partnerships

We will partner with local nonprofit Precinct2gether to engage and inform the public about proper disposal of household Solid Waste and the benefits of recycling. Precinct2gether has an engaged following on social media and works in our Community centers and parks to support our programs. Precinct2gether's letter of support is contained in this application as an attachment.

## Project Evaluation

### Economic Viability

The proposed addition of a new truck is an expansion of our current Solid Waste Management program. With the funding support of H-GAC for the one-time cost of the purchase of the vehicle, we will sustain the remaining budget items of this project including labor, storage, fuel, and outreach, as we have for our current solid waste management activities. The project has been added to the Public Works department budget and schedule starting in 2022.

### Anticipated Effectiveness

Leveraging the skills and experience of current staff members, we anticipate an effective expansion of our current Litter and Illegal Dumping cleanup. Since this project is in complete alignment with our current waste management program and expands what we are currently doing to address illegal dumping, we are confident in our ability to effectively execute it.

### Measures of Success

We track service requests and will count the number of service requests that are cleared each month. We also track the amount of solid waste by weight that we transfer to the waste facility. An increase in that amount will be an indicator that our expansion of services is successful.

## Additional Program Information - Litter and Illegal Dumping Cleanup and Community Collection Events

### General Information

All fields are required.

Please indicate all partnerships you will be utilizing for your program.

n/a

Who will be doing the cleanup or operating the collection event? (Select at least one)

Staff

### Event Information



**All fields are required.**

What type of materials will be collected - illegally dumped items, tires, litter, etc.

Is the event for which you are requesting funding ongoing, an annual event, one-day, etc.?

ongoing

How many collection sites will be included in your event?

n/a

Date(s) of Event(s) ongoing March 2022-December 2023

Where will the cleanup(s) take place? Throughout Precinct 2

How is the event going to advertised? Social media, in community centers and parks, call center

## Disposal of Collected Materials

**All fields are required.**

Where will materials be disposed of? Waste Corporate of America landfill

What are the estimated costs for processing the materials collected? Who is covering the cost of disposal? 0 Precinct 2

What is the estimated cost for disposal of the materials collected?

Are materials going to be recycled?

No

What are the estimated clean-up costs saved?

0

## Educational Component

**All fields are required.**

What educational items will you be purchasing?

none

What is the specific purpose and message of the educational items?

n/a

Describe your distribution plan of the items.

n/a

## Equipment

**All fields are required.**

If you are requesting funds to purchase equipment, what will the equipment be used for?

Truck and crane - Pick up of illegally dumped trash and debris

How often will the equipment be used: 40 hours per week

Do you have adequate space to store the equipment? Yes

Will the equipment be used for solid waste purposes 100% of the time? Yes

## Regional Solid Waste Management Plan

### Evaluation of Consistency With the Regional Solid Waste Management Plan

This project must meet at least one Regional SWMP goal and at least one Regional SWMP objective to qualify.

[View the Regional Solid Waste Management Plan](#)

All fields are required unless noted otherwise.

#### Goal #1

Goal #1: Does this project promote services and technical assistance support of local and regional solid waste management planning? Yes

**Objective 1D - Support regional efforts to identify areas with litter and illegal dumping problems.**

#### Goal #2

Goal #2: Does this project promote the planning for adequate municipal solid waste disposal, handling, and management facilities? No

#### Goal #3

Goal #3: Does this project promote the options for reduction and recycling of waste disposal in municipal solid waste management facilities? No

### Private Industry Notification

List other entities which provide a similar or related service.

For the project types listed, this section must be completed to be considered for funding:

- Source Reduction and Recycling

- A demonstration project under the Educational and Training Projects category

Use the Add a New Private Industry Item button to provide the information requested.

## Similar Programs

Entity Name  First Name  Last Name  Date of Contact   
 Summary

## Supporting Documents

Title  File uploads are limited to PDF files and may not exceed 30MB.

## Application Agreement and Signature

By checking this box, the Applicant certifies that it has reviewed the [certifications](#), [assurances](#), and deliverables included in this application, that all certifications are true and correct, that assurances have been reviewed and understood, and that all required deliverables are included with this application submittal.

X - I Agree

Your Name **Tammy Taylor**

Your Title: **Grants & Nonprofits Director**

Signed: \_\_\_\_\_

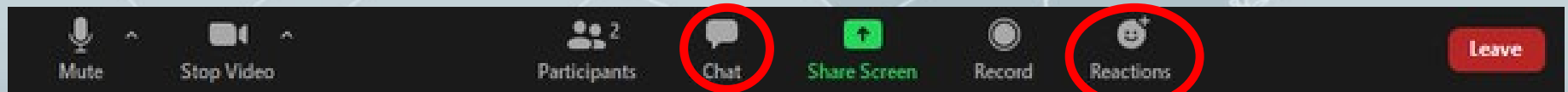
**Lina Hidalgo, County Judge**

# **H-GAC Solid Waste Grants Application Workshop**

Fiscal Years 2022-2023

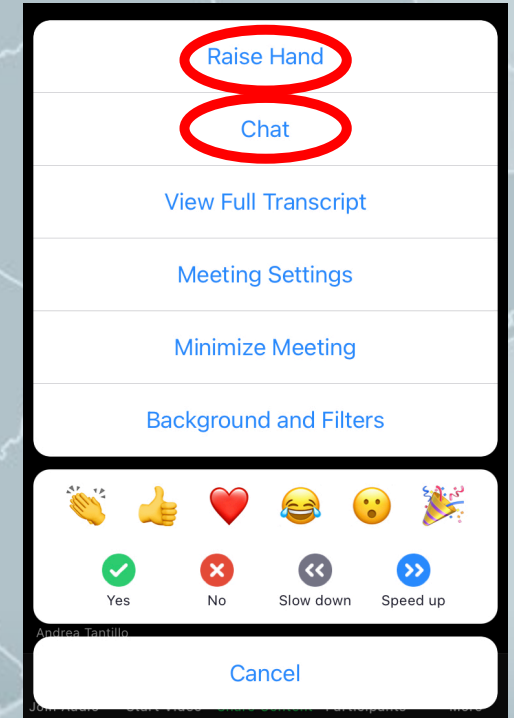
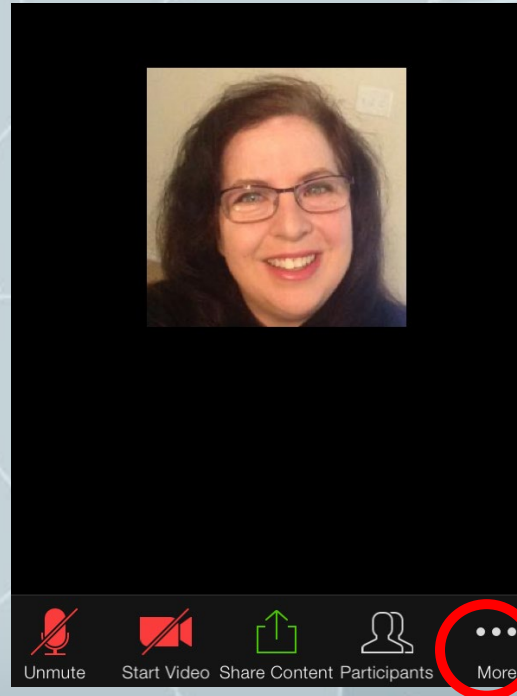
# Online Meeting Notes

- The meeting is being recorded
- Microphones will be muted and cameras turned off
- Ask your questions using the chat function or
- Use the Reactions button to raise your hand to be asked to unmute
- Use \*9 to raise your hand if you are calling in on your phone



# Handheld Device Tools

- Access chat or raise your hand using the 3 dots at the bottom of the screen



# Grant Basics and Eligibility

# Solid Waste Grant Basics

- Solid waste implementation projects
- Applications available online
- Applications due 12:00 noon, October 15, 2021
- Online submittal only
- \$1,050,000 available



# Solid Waste Grant Basics

- Project must be consistent with Regional Solid Waste Management Plan Goals and Objectives (Volume I) (SWMP)
  - <http://www.h-gac.com/getmedia/04f1e52f-3dec-4e5a-9ac8-9e6312171364/RegionalSolidWasteManagementPlanVolumeIWith2007Approval.pdf>
- Select specific goal and objective

# Eligible Recipients

- Cities
- Counties
- Public schools and school districts
- Other special law districts
  - Entities with authority and responsibility for water quality protection or MSW management
  - Examples: MUDs, river authorities

# Private Industry

- Grant funded projects must not create unfair competition with existing private industry
- Private industry will be notified
  - Applications will be available for review by private industry
  - Private industry may offer comments on proposed projects before scoring meeting
- Projects for which private industry concerns have been identified may be denied funding

# Private Industry

- Summaries of Discussion and Method of Contact
- Mandatory completion of section for SRR and E&T demonstration projects.
- Sources for private industry providers
  - Google search
  - [www.earth911.org](http://www.earth911.org)
  - TCEQ or H-GAC
  - Word of mouth

# Similar Programs

- Contact your neighbors; don't duplicate efforts
- H-GAC staff can provide you with contacts for similar programs

# Eligible Project Categories

# Local Enforcement

- Projects which contribute to prevention of illegal dumping of MSW
  - Investigation
  - Enforcement
  - Education
- Not to be used for activities related to industrial and/or hazardous waste

# Litter and Illegal Dumping Cleanup and Community Collection Events

- Ongoing or periodic cleanup of litter and illegal dumping (excluding scrap tire sites)
- Trash receptacles for areas with chronic littering problems
- Periodic community collection events
  - Not more than quarterly
  - Only items for which no collection alternative is available (such as heavy trash)



# Source Reduction and Recycling

- Diversion of materials from the waste stream through reuse, recycling or source reduction
  - Collection, processing and transportation
  - Efficiency improvements and tracking
  - Education and promotion

# Household Hazardous Waste Management

- Collection, recycling, re-use or proper disposal of HHW
- Must coordinate with TCEQ

# Citizens' Collection Stations and "Small" Registered Transfer Stations

- Construction and equipment for citizens' MSW collection stations
  - Incorporation of recycling options is encouraged
- Design and construction of MSW transfer stations that qualify for registration or notification
  - No projects requiring permits

# Local Solid Waste Management Plans

- Development or amendment of local SWMPs
- Must be consistent with regional SWMP

# Technical Studies

- Collection and analysis of data and information for use in making local solid waste management decisions

# Education and Training

- Public outreach and education on MSW issues
- Inclusion as a component of projects in other categories is encouraged
- Stand-alone E&T projects also eligible

# Other

- Other projects not specifically prohibited
- Considered on a case by case basis

# Eligible Expenses



# Personnel

- Salary and fringe
- New positions, cannot supplant existing salary

# Travel

- Must be directly related to grant-funded project
- Conferences
- Transportation costs, food, hotel, etc.
- Follow your entity's policy; not H-GAC's

# Supplies

- Unit cost of \$1,000 or less
- Can be used up in less than one year
- Office supplies
- No stockpiling
- 100% solid waste

# Equipment

- Unit price over \$5,000 including freight and set up costs
- Must be approved by H-GAC in advance, be specific in description
- Entities must follow all applicable bidding and contracting laws and regulations
- H-GAC Cooperative Purchasing - [www.hgacbuy.com](http://www.hgacbuy.com)
- Place on inventory

# Construction

- H-GAC must approve all construction details/plans - Applicant may not incur construction costs unless H-GAC approval provided.
- Entities must follow all applicable bidding and contracting laws and regulations – your entity's policies – not H-GAC's.

# Contractual

- Costs for professional services or tasks provided by a firm or individual who is not employed by the grant recipient
- All contractual costs must be approved by H-GAC in advance - No contractual costs may be incurred prior to H-GAC approval
- H-GAC regional contracts (HHW/Used Electronics)

# Other

- For items or services that do not readily fit into any other budget categories
- Examples include computers, educational materials, personal protective equipment, advertising, printing, signage, recycling containers, etc.

# Grant Budget Summary

- Keep budget realistic and confirm that all expenses are eligible.
- Make sure you justify all expenditures in the budget narrative when required.
- For equipment and constructions costs, consider adding 5-10% of total unit cost to allow for cost increases.



# Completing the Application

# Authority to Sign

- Who can sign the application
  - Will depend on each entity
  - It will be the person who can legally enter the entity into a contract
- County Commissioners Court or City Council approval will vary with each entity
  - Not a grant requirement

# Certifications and Assurances

- Consideration of private industry
- Consistency with regional solid waste plan
- Cost reasonable and necessary
- TCOLE certification, if applicable
- Real property and equipment requirements
- Comply with progress and results reporting requirements

# Funding Standards

- 100% solid waste use
- Funded local enforcement or cleanup programs must coordinate with TCEQ and/or KTB
- Equipment and controlled assets must be maintained on local and regional inventory
- Project expenses must be incurred within grant period
- Progress and results reporting is required

# Selection Criteria

# Selection Criteria

- Project merits and needs (0-45 points)
- Local resources and commitment (0-25 points)
- Project evaluation (0-30 points)

# Project Merits and Need

- Project Title
- Need for Project
- Objective
- Project Feasibility
- Outreach & Education

# Local Resources and Commitment

- Ability to Sustain Project
  - Future funding plans
  - Ability to sustain program beyond grant period
  - If the project has received H-GAC funding in the past, what makes this project different?
- Matching funds or in-kind services
- Partnerships



# Project Evaluation

- Economic Viability
- Anticipated Effectiveness
- Measures of Success

# Additional Program Information

- Contains questions specific to grant type
- No point value, but will help the committee select projects for funding

# Presentations and Scoring

# Presentations and Scoring

- Presentations on November 1 and 2, 2021
- Just 15 minutes per applicant
  - Brief, concise presentation – 5 minutes (highlight key points, committee has already reviewed application)
  - Q&A with the Review Subcommittee – 5 minutes
  - Subcommittee will have 5 minutes to score
- Results released by November 3, 2021

# Schedule

- November 10 – Deadline for appeals
- November 18 – Appeal meeting
- December 21 – H-GAC Board Review
- January – February – TCEQ Review
- February – March – Contracting with grantees
- Grant Period – March or September 2022 – June 2023

# Future Requirements

- Implement your project
- Monthly financial reporting
- Quarterly progress reports
- Site visits
- Fiscal monitoring

# Qualities of a Good Project

- Real need
- Does the project actually address the need?
- Backing from upper management
- Do your research
- Is your project really about solid waste?

# Qualities of a Good Project (Cont.)

- Is education being incorporated to promote a lasting change?
- Ability to replicate the project in other communities
- Cost-effective
- Don't duplicate efforts of others in your community



# Qualities of a Good Application

- Thorough but concise
- Are the outcomes realistic?
- Is the project impact realistic?
- Do the quoted statistics make sense?
- Spell check, spell check, spell check
- Don't overstate your match

# Tips from the SWMC

- Know your agency's purchasing process
- A picture is worth a thousand words
- Being able to show that the project/program can be sustained is a big thing.
- Start talking with those in your group and those you will be partnering with now.

# Extras...Helpful Hints

- Have a good strong summary.
- Make sure you complete all sections.
- Make sure you address all the review criteria.
- Make sure that you have time for any necessary procurement, hiring or training.
- Consider adjusting salary requests to allow for the time necessary to recruit a new employee.

# Extras...Helpful Hints

- H-GAC staff can review drafts – give as much time as possible.
- Think partnerships.
  - Other local governments
  - Non-profits
  - Private companies

# Questions?

Cheryl Mergo

Manager

[cheryl.mergo@h-gac.com](mailto:cheryl.mergo@h-gac.com)

Erin Livingston

Principal Planner

[erin.livingston@h-gac.com](mailto:erin.livingston@h-gac.com)