

Contractual Requirements for Solid Waste Haulers, Transporters, and Recyclers

When including contractors such as solid waste haulers, transporters, or recyclers in your project:

- **Permit/License Information:** You must provide their current permit or license number on your application.
 - **Destination Details:** Clearly state the name of the facility where the material will be taken (e.g., landfill or recycling facility).
 - **Recycling End Use:** For materials being recycled (e.g., metals, tires, paint), you must describe the end use. For example, if tires are being processed into playground mulch, that should be specified.
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Insurance Requirements

Unless specifically waived by the TCEQ, applicants must maintain the following insurance coverage for the duration of your event:

- **Workers' Compensation & Employer's Liability Insurance**
- **Commercial Automobile Liability Insurance**
- **Commercial General Liability Insurance**

Note: Insurance policies **do not** need to name TCEQ or ETCOG specifically. TCEQ and ETCOG only need to be part of the groups broadly covered by the policy, as defined in the policy language.

Copies of all required insurance policies must be submitted with reimbursement paperwork.

Tire Disposal Projects

Can a city or county apply solely to dispose of tires they collected from illegal dumping? And is private industry notification required for this type of tire disposal project for tires collected from illegal dumping?

A city or county may apply for funds to dispose of:

- Tires they have already collected, or are collecting and/or
- Tires from city or county-owned vehicles

This is allowable as a stand-alone project.

If a city or county is conducting a tire project that includes only:

- Tires previously collected or being collected by the municipality, and/or
- Tires from their own city or county fleet

...they are **not required** to notify private industry.

- If the city or county allows citizens to participate in bringing their tires to the project/event then private industry notification is required.

What if the city or county's local Hazard Mitigation Plan is expired?

An expired Hazard Mitigation Plan will **not disqualify** you from applying for Solid Waste Funds for a tire collection event—as long as:

- Tires are not stored for an extended period.
- Tires are placed in a trailer and promptly removed by a contractor once full.

Do grantees need to use licensed transporters?

Yes, a licensed tire transporter must be used **unless**:

- The city or county uses its **own employees and vehicles** to transport tires or recycling materials.
- The transport is conducted directly by the municipality (no outside contractor or private citizen is involved).
- Waste is regulated therefore requires a licensed hauler.

Voucher Programs for Tire Collection

Are tire voucher programs allowed?

Yes, tire voucher programs are allowed under the following conditions:

- The program must comply with the **schedule constraints** of the grant.
- The program must be **for residents only**, not businesses.
- Invoices and documentation must show the **number of tires collected** per voucher.
- All participating vendors must be **authorized and compliant** with applicable regulations.

Estimating Costs for Projects Requiring RFPs

If your project requires an RFP (Request for Proposals), and there is not enough time to complete the RFP process before submitting your application:

- Reach out to qualified vendors or contractors and request **average cost estimates** for the type of project you are proposing.
- Alternatively, conduct online research to determine **reasonable cost benchmarks** for similar projects.

- Clearly explain in your application **how your cost estimates were determined**.

Example: For a Disaster Debris Management Plan, you could contact similar communities or service providers to ask for typical development costs or look up industry standards online.

Equipment Purchases

- Must state in application what/how equipment will be used for and how often
- Where will it be housed
- Who will be responsible for maintenance of the equipment

Grant-funded equipment cannot be used to generate funds. For example, if a mulcher is purchased with grant funds, you cannot sell the mulch or charge for mulching services. However, you could provide the mulch free to residents or use it to mulch around your city or county.