



CARPETAMERICARECOVERYEFFORTSM

Developing market-based solutions for the recycling & reuse
of post-consumer carpet

Notice of Funds Available for California Carpet Stewardship
Grant Pilot Program (Cycle 1C)
Recycled Carpet Product Procurement Grants

July 14, 2016

Cycle 1C Outline

Purpose

Carpet America Recovery Effort (CARE) serves as the Carpet Stewardship Organization for the California Carpet Stewardship Program. The purpose of the **Recycled Carpet Product Procurement Grant Program – Cycle 1C** (Program) is to promote the development of long-term, sustainable and diversified markets for products produced from California post-consumer carpet (PCC). Cycle 1C funds will be awarded for the purchase of carpet and non-carpet products containing recycled and remanufactured PCC.

Funding may be allocated to grantees following the first round of applications during Cycle 1C, based on available funds. The first round of grantees must achieve project completion by the end of 2017. The precise focus of each solicitation cycle is subject to adjustment by CARE, consistent with the overall goals of the Program. Cycle 1C has been established as a pilot program.

Eligible Applicants

Eligible applicants may be adjusted for each solicitation release, consistent with the objectives of the funding cycle and goals of the Program. Eligible applicants for pilot Cycle 1C include:

- Public entities, such as California cities, counties, public school districts, public colleges and universities, special districts, parks and recreation districts, and state agencies (including offices, departments, bureaus and boards) for procurement above and beyond their statutory requirements for recycled products, or for procurement pilots for environmentally preferable leadership products.
- Contractors or businesses that have entered into a formal partnership or contract with a public entity to procure products or install public improvements specifically for that public entity.
- Nonprofit groups are not eligible to apply for this grant.

Project Requirements (Use of Funds):

Funds will be granted in two project categories. Category I is for broadloom carpet and carpet tile. Category II is for other consumer products, including carpet cushion.

- **Category I (Broadloom Carpet / Carpet Tile) – A minimum of 4% of California-generated waste PCC material must be used per project for Category I products procured. A minimum of 10% of waste PCC must be used per project for carpet procured. Multiple products may be combined to achieve this minimum.** Recycled-content materials/products in Category I are all materials, goods and supplies in which no less than 30 percent consists of secondary and postconsumer

material, meeting all other product requirements listed within this solicitation. Those projects that exceed minimum thresholds will receive a higher preference.

- **Category II (Non-Carpet Products, including Carpet Cushion) – A minimum of 1,000 lbs of California-generated waste PCC material must be used per project for Category II products procured. A minimum of 10% of waste PCC must be used per project for non-carpet products procured. Multiple products may be combined to achieve this minimum.** Recycled-content materials/products in Category II are all materials, goods and supplies in which no less than 50 percent consists of secondary and postconsumer material, meeting all other product requirements listed within this solicitation. Those projects that exceed minimum thresholds will receive a higher preference.
- A recycled product shall include any product that could have been disposed of as solid waste, having completed its lifecycle as a consumer item, but is otherwise recycled and/or remanufactured into a new end use consumer product. For the purposes of this solicitation, intermediary products such as pellets are not considered end use consumer products and therefore are not eligible for grant funding.
- Only one application per eligible applicant will be accepted. Only public entities, and contractors and businesses under contract with a public entity, are eligible to submit an application.
- Projects must specify, itemize and quantify PCC pounds to be diverted via recycling, remanufacturing or other strategies. All product manufacturers, suppliers/vendors, and contractors are required to certify and provide documentation that the material purchased by the grant was derived from only California-generated PCC (for the quantity of CA-generated PCC that the grantee has committed to under its grant-funded project) and otherwise meets the requirements set forth in this solicitation.
- Applicants operating under recycled/reusable-content green procurement policies are preferred. Such policies ensure a long-term, agency-wide commitment to the goals of the Program.
- Plans and specifications may be reviewed by CARE staff or its contractor(s) prior to commencement of work.
- All applicants are required to provide as a minimum, matching funds equal to 50% of the amount of the grant award. Administrative in-kind services are not eligible for fulfillment of the matching fund requirement.

CARE makes no warranty, express or implied, and assumes no liability for any PCC-derived product(s) funded by this grant. It is the applicant's responsibility to determine the appropriateness of the product(s) for its purposes.

Eligible Projects

- Projects that provide opportunities promote markets for recycled-content products, thereby increasing post-consumer carpet diversion from landfill.
- Projects procuring carpet (Category I) and non-carpet (Category II) products containing recycled carpet content. In Category I this may include recycled broadloom or carpet tile products exceeding NSF-140 Level recycled content and containing PCC recycled content. In Category II

this may include carpet cushion when used under a NSF 140 Platinum Level carpet, building insulation when installed in a California project, wattles used for erosion control or storm water management, and sound barriers to be used along roadways. Other recycled products containing California PCC material will be evaluated on an individual basis.

- Multiple products may be combined into a single application. Partnerships between entities must provide proof of binding agreements with the understanding that both entities must be funded under the grant or funding will be declined.

Ineligible Costs

- Costs incurred prior to the Notice to Proceed letter or after the end of the Grant Term.
- Costs associated with landfilling and incineration for the purpose of sending ash to landfill. Projects must adhere to the California waste hierarchy; non-recyclable or reusable portions of the purchased PCC should be prioritized for other diversion prior to disposal by landfill.
- Costs exceeding five percent (5%) of the total grant amount requested for education and outreach, indirect costs, overhead and salaries.
- Costs exceeding 5% for installation. Installation services provided by product manufacturers, suppliers/vendors, or contractors may provide some "free" services and contributions that are actually ineligible costs which the product manufacturers, suppliers/vendors, or contractors include in the eligible material cost.
- Purchase of offsets.
- Tax and shipping on products.
- Projects installed outside of the State of California.
- Costs deemed unreasonable by CARE.
- Costs that are unrelated to the grant project.

Funding (total allocation, min/max amounts)

CARE anticipates \$500,000 may be allocated annually under this new grant Program incentive, at the discretion of the Sustainable Plan Committee (SPC). **\$500,000 is allocated for Cycle 1C (2016) Recycled Carpet Product Procurement Grants.** Maximum grant awards for Cycle 1C will be limited to \$50K for each grant awarded under this Program. Continuation or modification of the grant program will be determined based on the success of Cycle 1C.

Timeline

The first round of program applications are due no later than September 30, 2016 and projects must reach completion by **mid-December 2017**. Application process and submission instructions are outlined throughout this notice. Proposals that do not follow application instructions will be considered non-responsive. CARE will elect to accept additional applications on a continuous basis, dependent upon remaining funds after this priority application period. CARE makes no guarantee of funding availability outside the priority application period.

Initial application dates are outlined below as reference and may be subject to revision by CARE:

KEY DATES	KEY ACTION
June 9, 2016	Release Draft Solicitation
June 14, 2016	Stakeholder Webinar
June 24, 2016	Feedback /Comments Due
July 14, 2016	Final Solicitation Released
July 22, 2016	Question & Answer Period – All Questions Due
July 29, 2016	Q&A Responses (tentative)

September 30, 2016	Application Due Date – First Round (tentative)
October – mid-Nov 2016	Evaluation of grant proposals by CARE Technical Committee
November 15, 2016 (tentative)	Notice of Awards (release of funds may be in disbursements)
December 15, 2016 (tentative)	Grant Agreements Executed, Term Begins

Evaluation & Scoring Criteria:

The criteria presented below are based on similar grant solicitations by CalRecycle, as modified by CARE. A technical committee will be formed by CARE at the direction of the Executive Director or SPC and the technical committee will review Program applications, using the criteria listed below as a guide. These criteria may be subject to further revision by CARE.

% or Points	Criteria
10%	Applicant Qualifications & Experience – Description of successful agency history; track record implementing projects of similar size and complexity; experience, capacity and staff resources necessary to successfully implement.
20%	Product/Project Description - <i>Description of recycled carpet content product(s) to be procured under this project. Indicate if the product is already on the list of approved products or if it needs to be reviewed by the grant committee for approval.</i>
25%	Project Impact – Project supports new, existing, improved and/or enhanced streams of recycled-content and remanufactured (Tier 2 manufacturing) post-consumer carpet; project quantifies amount of post-consumer carpet content by material component and size of impact is significant ; proposals leverage an approved recycled carpet content product . Include % and pounds of recycled PCC, amount of CA-generated PCC. Justify methodology for calculating % and pounds PCC and CA PCC used for project.
5%	Sustainability: Applicant demonstrates commitment to long-term presence in recycled-content purchasing; project improves market stability. Conservation: Project incorporates additional resource conservation (energy, water, material), source reduction, recycled-content green procurement policy, or take-back strategies.
5%	Work Plan – Reasonable, logical and ambitious outline of key activities, milestones and due dates during the grant term; speed to delivery is high.
10%	Need — Clearly describes why the project is needed and how it will benefit the CA Carpet Stewardship Program; demonstrates a public agency need; provides sufficient evidence and reliable data to support the need.
10%	Budget and Cost Effectiveness – Project costs are reasonable, justified, and cost effective ; line items are clearly defined and justified; budget clearly identifies matching contributions.
15%	CA Job Creation, CA Business – Project supports CA manufacturers of recycled/remanufactured PCC products; can prove percentage of CA-generated PCC used in product; applicant has specialized certifications such as LEED certified buildings; project is located in CA disadvantaged communities; project is located in CA Rural Area (less than 200,000) or Small City (less than 35,000); project is submitted by a Regional Jurisdiction (joint proposal from two or more eligible applicants).
100%	TOTAL

Coordination with CalRecycle:

CalRecycle has approved Cycle 1C of this pilot Program to run through 2017. CARE's goal is to implement this Program on a more permanent basis through subsequent grant funding cycles. CalRecycle will review CARE's implementation of the Program. CARE will provide CalRecycle with quarterly data on Program performance, and solicit input from CalRecycle as needed or desired in evaluating Program applications.

Application – Proposal Requirements

Applications must include the following components and clearly communicate the manner in which their proposed project meets the criteria listed above. The full proposal must not exceed 10 pages including attachments, such as Letters of Commitment/Letters of Support. CARE will provide an application form upon release of the Final Solicitation. Trade secrets and any other confidential information must be clearly marked as such and may be subject to regulatory disclosure requirements of CalRecycle or other state entities.

- Completed application Cover Page
 - Project Title
 - Product Type(s) Being Procured
 - Associated Pre-Qualified Products Information Sheet (also includes a section to fill in information on non pre-qualified products)
- Executive Summary (not to exceed 1 page)
- Project Narrative (Concept Proposal)
 - Applicant/Team Qualifications and Experience
 - Key project contacts (2 required) with phone number and email information
 - Product(s) Description
 - Project Need
 - Project Impact/Cost Effectiveness
 - Applicant Commitment, Sustainability, Conservation
 - Creation of California Jobs, use of California Facilities, benefit to Disadvantaged Communities
- Project Work Plan, Milestones and Deliverables
- Proposed Budget & Narrative Description of Expenditures
- Notification of any pending or outstanding judgments or enforcement actions against the company or its products.
- Attachments (Letters of Commitment/Letters of Support, Other Documentation)

Application - Submission

- The first round of applications must be submitted by the deadline. Late submissions for the first round will not be considered during the first round of application review. Applications should be sent electronically in Adobe PDF format (10 point font minimum) to: **Abbie Beane, CARE Grants Administrator, abeane@carpetrecovery.org.**
- Applications should use the email Subject line:
 - **Carpet Procurement Grant Application: [Your Agency/Project Name]**
- Applicants should acknowledge any potential conflicts with any CARE leadership committees, and current or prior employment in the carpet and recycling industries. CARE Technical Committee members evaluating grant applications are not eligible for grant funding.

Grant Funding Awards

Program grant awardees will be required to agree to grant agreement terms and conditions, which may include procedures and monitoring requirements, such as the submission of regular progress reports to CARE. Grantees may be asked to provide documentation referencing their readiness for work, status of project implementation, etc.

DEADLINE FOR FIRST-ROUND SUBMISSIONS: September 30, 2016 @ 5 pm PST