



CARPET AMERICA RECOVERY EFFORTSM

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

Notice of Funds Available for California Carpet Stewardship
Grant Pilot Program (Cycle 1M)
Micro Grants Program for Collection/Reuse

May 2, 2017

Cycle 1M Outline

Purpose

Carpet America Recovery Effort (CARE) serves as the Carpet Stewardship Organization for the California Carpet Stewardship Program. The purpose of the **Micro Grants Program for Collection/Reuse – Cycle 1M** (Program) is to promote the collection and reuse of California post-consumer carpet (PCC). Cycle 1M funds will be awarded for the infrastructure projects and/or purchase of equipment that supports the operational logistics of properly collecting and/or reusing California PCC under a new or established program.

Applications will be accepted and reviewed up until the application deadline during Cycle 1M. This 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 1M 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 1M 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).
- Joint Powers Authorities (JPA) if the JPA Agreement includes solid waste responsibilities.
- Public or private businesses such as transfer stations, recycling centers and disposal sites.
- CARE drop-off sites, Collector Sorter Entrepreneurs and Processors are encouraged to apply.
- Nonprofit entities such as reuse stores.

Project Requirements (Use of Funds):

- Only one application per eligible applicant will be accepted.
- Application must specify, itemize and quantify PCC pounds collected for diversion or diverted directly via recycling, remanufacturing, reuse or other strategies as a result of the project. All grant applicants must verify that all pounds collected or reused are 100% California-generated PCC.

- Projects must document improvements in collection and reuse. Preference will be given to projects that increase the total number of CA-generated PCC pounds collected or reused within the grant term.
- Applicants are encouraged to, but not required to, provide matching funds for the grant-funded project.

Plans and specifications may be reviewed by CARE staff or its contractor(s) prior to commencement of work. However, CARE makes no warranty, express or implied, and assumes no liability for any infrastructure or equipment 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 establish, increase or improve proper collection or reuse of CA-generated PCC.
- Equipment/infrastructure for implementation of new or improvement to existing collection and reuse activities.
- Minor improvements to existing collections or reuse facilities. (Examples include but are not limited to: trailer ramps or stairs, awnings or coverings to stage PCC and keep PCC clean/dry, water-tight cargo containers or bins, cement pads to stage PCC and keep PCC clean/dry).
- Multiple pieces of equipment or other infrastructure 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.
- Program education and outreach materials. Costs in this category must not exceed 20% of the total project budget, and materials must include the CARE California logo.

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-reusable or recyclable portions of PCC should be prioritized for other diversion prior to disposal by landfill.
- Administrative costs, overhead and salaries.
- Purchase of offsets.
- Excessive costs for 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)

The Stewardship Planning Committee (SPC) has approved **\$50,000 for Cycle 1M (2017) Micro Grants Program for Collection/Reuse**. Maximum grant awards for Cycle 1M will be limited to \$10,000 for each grant awarded under this Program. Continuation or modification of the grant program will be determined based on the success of Cycle 1M.

Timeline

Program applications are due no later than June 2, 2017 and projects must reach completion by the **end of 2017**. Application process and submission instructions are outlined throughout this notice. Proposals that do not follow application instructions will be considered non-responsive. CARE may 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
April 7, 2017	Release Draft Solicitation
April 28, 2017	Feedback /Comments Due
May 2, 2017	Final Solicitation Released
May 5, 2017	Question & Answer Period – All Questions Due
May 10, 2017	Q&A Responses
June 2, 2017	Application Due Date
June 2017	Evaluation of grant proposals by CARE Technical Committee
June 30 (tentative)	Notice of Awards
July 2017	Grant Agreements Executed, Term Begins

Evaluation & Scoring Criteria:

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

% or Points	Criteria
10%	Applicant Qualifications & Experience – <ul style="list-style-type: none"> • Description of successful agency history; track record • Implementing collection, reuse or projects of similar size and complexity • Experience, capacity and staff resources necessary to successfully implement and maintain the program
30%	Project Description and Impact – <ul style="list-style-type: none"> • Project supports new or improved collections and/or reuse operations; quantifies the tonnage of CA-generated PCC currently collected and/or reused and how the project may increase that number; size of the impact is significant • Description of the project; description of equipment and/or infrastructure to be purchased and its utility in establishing, increasing or improving PCC collection and/or reuse

15%	Work Plan – <ul style="list-style-type: none"> Reasonable, logical and ambitious outline of key activities, milestones and due dates during the grant term Speed to delivery is high; projects are “shovel ready” Includes measurable targets and indicators of success
20%	Need – <ul style="list-style-type: none"> Clearly describes any existing program, program history and strengths/weaknesses Describes any existing program gaps and why the project is needed Describes how it will benefit the CA Carpet Stewardship Program Provides sufficient evidence and reliable data to support the need If this program has received past grants, explain why additional grant funding is needed
25%	Budget and Cost Effectiveness – <ul style="list-style-type: none"> Project costs are reasonable, justified, cost effective use of funds; line items are clearly defined and justified Budget clearly identifies any matching contributions Quantifies expenditures already incurred and how program will be maintained after grant term
10 Bonus Points Available	Other Evaluation Criteria – <ul style="list-style-type: none"> Applicant has specialized certifications such as meets CAL Green building standards, has LEED certified buildings, has Environmentally Preferable Purchasing Policy New California jobs are created Project is located in CA disadvantaged community Project is submitted by a Regional Jurisdiction (joint proposal from two or more eligible applicants)
100%	TOTAL

Coordination with CA Council on Carpet Recycling and CalRecycle:

The Micro Grant program for Collection/Reuse is a strategy recommended by the CA Council (Council) on Carpet Recycling in 2016. CARE has notified CalRecycle that Cycle 1M of this pilot Program will run through 2017. CARE’s goal is to implement this Program on a more permanent basis through subsequent grant funding cycles. CARE will review results with the Council, 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 proposal must not exceed 5 pages including the budget sheet. Any additional supporting documentation will also be accepted. Applicants are required to complete and submit the CARE provided application form. An application form will be available on the CA Program website 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.

- Applicant Name
- Key Project Contacts (2 required) with phone number and email information
- Project Title

- Applicant/Team Qualifications and Experience
- Project Description and Impact
- Project Need
- Project Work Plan (Timeline and Deliverables)
- Proposed Budget
- Notification of any pending or outstanding judgments or enforcement actions against the company or its products.
- Creation of California Jobs, Environmental Certifications, benefit to Disadvantaged Communities

Questions - Submission

All questions on the Cycle 1M Micro Grants for Collection/Reuse Solicitation should be directed to Abbie Beane, CARE Grants Manager, at abeane@carpetrecovery.org, by the May 5, 2017 deadline. Answers will be posted on the [CARE grants webpage](#) by May 10, 2017.

Application - Submission

- Applications must be submitted by the deadline. Late submissions will not be considered during this round of application review. Applications should be sent electronically in Adobe PDF format (10 point font minimum) to: **Abbie Beane, CARE Grants Manager, abeane@carpetrecovery.org.**
- Applications should use the email Subject line:
 - **Cycle 1M Micro Grants: [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. CARE may visit the project and use information and photos for communication and reporting purposes.

DEADLINE FOR SUBMISSIONS: June 2, 2017 @ 5 pm PST