

## SCRAP TIRE CLEANUP GRANT FISCAL YEAR 2024

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### APPLICATION PROCESS AND EVALUATION CRITERIA

#### REQUIRED APPLICATION COMPONENTS

- To be considered complete, a funding application must include all components listed below **and be submitted through the online application. The application is considered fully completed upon submission.** Applications that are incomplete will be deemed ineligible and receive no further consideration for funding.
- Application for funding must include general project information, cleanup site information, applicant signature, and all information required in the application survey form.
- Proof of property ownership of the privately owned property containing the scrap tires (**only a warranty deed or land contract will be accepted as proof of property ownership**). If the applicant is a governmental entity, nonprofit entity, or an approved scrap tire end-user, as defined in Part 169, Scrap Tires, Scrap Tires, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA), Section 324.16901(1)(k), who wishes to remove scrap tires from private property, documentation of legal authority to remove the scrap tires from a private site (e.g., local ordinance, court order, or written permission from all parties with ownership interest in the property) must be provided.

NOTE: Community cleanup days, resident drop-off events, and cleanups of tires dumped on publicly owned properties *are exempt* from the requirement to provide proof of property ownership.

- For collection sites with tires accumulated prior to January 1, 1991, a copy of the 1991 Scrap Tire Collection Site Registration (if a copy is on file with EGLE, indicate in your application), or for those sites that were not legally registered in 1991, other information documenting the number of scrap tires on the site that were accumulated prior to January 1, 1991 (e.g., documentation from EGLE District Office files, local citations, records, etc.).
- For any abandoned scrap tires, documentation the tires were abandoned at the collection site. This requirement applies to pre-1991 scrap tires and post-1991 scrap tires.
- For grantees acting as fiduciary for other groups (townships, villages, cities, non-profits, etc.), please provide a contact name, e-mail address, and phone number for each location that will be hosting a grant event. This information is necessary for EGLE and those collecting the tires to be able to communicate effectively.

## APPLICATION SUBMISSION INFORMATION

EGLE must receive all online applications no later than **11:59 PM EST FRIDAY, September 29, 2023**.

- If you are unable to access the application electronically, or have any other questions related to the application's preparation or submission, please contact [EGLE-ScrapTire@Michigan.gov](mailto:EGLE-ScrapTire@Michigan.gov) for further instructions.
- Applications that are incomplete or received after the deadline will be deemed ineligible and receive no further consideration for funding.
- A single application may be submitted to request funding for multiple sites. Please contact the Scrap Tire Program at [EGLE-ScrapTire@Michigan.gov](mailto:EGLE-ScrapTire@Michigan.gov) to discuss the appropriate process for submitting a single application for multiple sites.

## EVALUATION CRITERIA

EGLE priorities will be to continue with the removal of tires from collection sites and accumulations of abandoned scrap tires, to complete cleanup days/roadside cleanups, and cleanup of scrap tires that were buried as a result of fire suppression activities. The following descriptions are brief and designed to provide a general explanation of the criteria that will be considered and the typical components of those criteria. The order of the listed criteria is not intended to indicate relative weight placed on individual criteria.

- Number of scrap tires abandoned pre-1991. The reliability of information submitted to confirm that the scrap tires at the site existed prior to 1991 will be critical (see "Required Application Components").
- Efforts to comply with Part 169 and efforts to remove tires by the tire site owner or local government using their own funds, in-kind services, etc.
- Effectiveness of the proposed removal program and grant funding in addressing the needs of the site.
- If a judgment, including a fine or penalty (civil or criminal), has been rendered under the NREPA by a court, against the applicant or a current or previous owner/operator of the site, and in favor of the State, the degree to which the applicant proposes to remove more than one passenger tire per the approved per tire reimbursement authorized by the Grant.

## APPLICATION REVIEW PROCESS

The following is the process that will be used to select scrap tire sites for funding assistance:

- For properties with 100,000 scrap tires or more, or cleanup of buried tires, applications for funding will be reviewed and prioritized by a review committee based on the evaluation criteria indicated above. The review committee will consist of EGLE MMD central office and district staff.

## EGLE Scrap Tire Program – Fiscal Year 2024 Cleanup Grants

- For properties with less than 100,000 scrap tires, cleanup days (resident drop-off), small accumulations of tires dumped on public lands, or roadside cleanup, applications for funding will be reviewed and prioritized by the EGLE MMD central office and district staff.
- EGLE may limit the total number of cleanup day and roadside cleanup grants issued each year based on the priorities listed above and the amount of funding available.
- The final prioritized listing must be approved by the EGLE Director prior to the grant making process. Grants in excess of \$500,000 require State Administrative Board approval before grant agreements are awarded.
- Applicants will be notified via e-mail of the decision regarding their applications. Evaluation information concerning an application will be available upon request.
- EGLE reserves the right to issue press releases regarding approved applicants during the grant cleanup and following the cleanup of selected sites.

### **AGREEMENT REQUIREMENTS FOR APPROVED APPLICANTS**

Approved applicants will be required to enter into a standard EGLE grant agreement. The original application will become part of the official grant agreement. The agreement will stipulate a project period during which the project must be completed, and all expenditures must be made. Successful applicants (Grantees) must be prepared to agree to the following minimum agreement conditions:

- All projects funded must be completed by **December 31, 2024**, unless otherwise specified in the grant agreement. Grant extension requests may be approved but must be received no later than 30 days prior to the grant end date.
- Grants are paid through a reimbursement process. Reimbursement requests submitted to EGLE must include proof of payment to the processor for work completed.
- All grantees shall submit complete reimbursement requests no later than 30 days after the end of the calendar quarter. If no grant activities occur during the quarter, no reimbursement request needs to be submitted for the quarter.
  - October 1 – December 31 (EGLE fiscal year begins October 1)
  - January 1 – March 31
  - April 1 – June 30
  - July 1 – September 30

Under most circumstances, the Grantee may assign grant payments to the processor. **This preferred method of payment must be requested in writing and approved in advance by EGLE. The scrap tire processor must also agree to this assignment of payment, in writing.**

If no expenses are incurred during a quarter, grantees shall e-mail [EGLE-ScrapTire@Michigan.gov](mailto:EGLE-ScrapTire@Michigan.gov) with a message that no expenses were incurred.

## EGLE Scrap Tire Program – Fiscal Year 2024 Cleanup Grants

A complete reimbursement request shall include:

- A signed Request for Payment form that states whether the request is for partial payment or full payment of the grant funds.
- Transportation Records (EQP5128) that have all three parts completed and signed.
- Copies of all invoices.
- Proof of payment (not required for reimbursements made directly to a processor). Examples of acceptable proof of payment include:
  - Front and back of cancelled check(s).
  - Front of the check(s) and bank statement on financial institution letterhead showing the check(s) have cleared their financial institution.
  - A copy of ACH or wire transfers.
- Actual transportation and processing costs incurred are eligible for reimbursement.
- If the tires are found to be exceptionally dirty, or the site contains more than 10 percent of the tires on rims, you must contact EGLE for further instructions.
- The grant will not pay any additional reimbursement amount for rim disposal.
- For sites with tires accumulated after 1991, applicants must agree to the placement of liens, in favor of the State, up to the value of the cleanup costs and for any increase in the property value because of any Grant-funded cleanup, on the property that is affected by the removal of the tires. The liens would be filed by EGLE prior to disbursement of the final reimbursement payment.
- The Grantee and all contractors, subcontractors, etc., must operate in compliance with all applicable laws and the grant agreement. Certain provisions contained in the grant agreement may preclude various entities from receiving grant funds. These provisions include, but are not limited to the following:
  - Conflict of Interest: No government employee, or member of the legislative, judicial, or executive branches, or member of the Grantee's Board of Directors, its employees, partner agencies, or their families shall benefit financially from any part of this agreement.
  - Debarment and Suspension: By signing this agreement, the Grantee certifies that it has checked with the federal debarment/suspension list at [SAM.Gov](https://www.sam.gov) to verify that its agents, and its subcontractors:
    - Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or the State.
    - Have not within a three-year period preceding this agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public

## EGLE Scrap Tire Program – Fiscal Year 2024 Cleanup Grants

(federal, state, or local) transaction or contract under a public transaction, as defined in 45 CFR 1185; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

- Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in subsection (2).
- Have not within a three-year period preceding this agreement had one or more public transactions (federal, state, or local) terminated for cause or default.
- Will comply with all applicable requirements of all other state or federal laws, executive orders, regulations, and policies governing this program.