EPD Local Government Scrap Tire Abatement Reimbursement
Amnesty Program Guidelines

EPD’s Local Government Scrap Tire Abatement Reimbursement (STAR) Program reimburses local governments for the costs of transporting and processing scrap tires collected during scrap tire amnesty events. Funding for the program comes from Georgia’s Solid Waste Trust Fund. Applications are accepted year-round and projects are funded first-come, first-served contingent on funding availability and demand. Submission of a completed application does not guarantee that a project will be selected for reimbursement.

Amnesty
Requirements
Amnesty events are an effective way to remove and recycle scrap tires that blight your community and pose a health hazard for residents. The following are requirements for your event:

• All scrap tires shall be stored in a manner that controls the breeding and harboring of mosquitoes, rodents, and other vectors (e.g., under roof, secured tarp, or the like to prevent water accumulation).
• Activities involving open flames shall not be allowed within 25 feet of the scrap tire storage area.
• The tires must have been collected during the local government sponsored scrap tire amnesty event.
• All collected tires must be removed and transported to the approved beneficial reuse processing facility within 30 days of the date of the event.
• If using volunteers, the local government must have them sign liability waivers and keep them on file.
• Appropriate and necessary safety measures must be used at all times.

Program Eligibility & Limits

• The applicant must be a local government (city, county, or solid waste authority).
• The applying local government must be in compliance with Georgia Department of Community Affairs’ minimum standards under the Georgia Planning Act, legal requirements related to immigration, and the Service Delivery Strategy law.
• Reimbursements are limited to a maximum of $75,000 per local government per state fiscal year and up to $4.00 per passenger tire equivalent (PTE).
• Reimbursable costs are limited to the cost of transporting the scrap tires by a permitted tire carrier to a permitted or approved beneficial reuse scrap tire processor and the cost of processing the scrap tires at a permitted or approved beneficial reuse scrap tire processor.
• Permitted tire carriers and permitted or approved beneficial reuse scrap tire processors must be used.
• Appropriate and necessary safety measures (e.g., personal protective equipment) must be used at all times.
• The scrap tires must have been collected during the local government sponsored event and be located in Georgia.
• Applicants must comply with all applicable procurement and purchasing regulations established pursuant to state law.

Costs Not Eligible for Reimbursement

• Overhead expenses including, but not limited to: costs for labor, accounting/budget/finance staff, rental/lease of space, utilities, copying, office supplies, advertising, fuel for government vehicles
• Purchase of equipment/supplies including, but not limited to: personal protective gear, drinks, food, sunblock, and insect spray
• Fines or penalties due to violation of federal, state or local laws, ordinances or regulations
• Purchase of items that would violate the gratuities clause of the state constitution
• Costs associated with the cleanup of items other than tires (e.g., solid waste, electronics, construction/demolition debris, white goods)

What is PTE?
PTE stands for passenger tire equivalent and is a unit of measurement used to convert numbers of truck and large, off-the-road (OTR) tires to passenger tire numbers.

EPD will reimburse up to $4.00 per PTE for amnesty events and right-of-way cleanup projects.

Amnesty Event FAQs:
Tips for planning and hosting an amnesty event can be found in EPD’s list of frequently asked questions on our website.
**Application Tips**

**CONTACT INFO.** Accurate contact information is vital. If EPD has questions about the application, we will contact the person listed on the application as the project manager. Please list a secondary contact for the project in case the project manager is unavailable. If either contact changes at any time during the contract period, you must notify EPD in writing.

**TIRE NUMBERS.** All tire estimates must be given in passenger tire equivalents (PTE). The Microsoft Excel version of the application contains formulas to calculate PTE.

**PROJECT PLANNING.** EPD requires 90 days to process the applications and fully execute the agreements. This includes EPD’s review and processing time, as well as time for the applicant to sign the agreement and return it to EPD. Please factor this time into your project’s overall timeline. See “Application Timeline” below.

**TURNAROUND TIME.** Applications may be expired if the signed agreement is not returned to EPD within 30 days.

**Application Timeline**

<table>
<thead>
<tr>
<th>Step</th>
<th>Applicant</th>
<th>EPD</th>
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</thead>
<tbody>
<tr>
<td>1.</td>
<td>Submit application to EPD</td>
<td>Review application</td>
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<tr>
<td>2.</td>
<td>Review application</td>
<td>Prepare agreement</td>
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<td>3.</td>
<td>Send to EPD finance for approval</td>
<td>Send two copies to applicant</td>
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<td>4.</td>
<td>Send two copies to applicant</td>
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<td>5.</td>
<td>Sign both copies of agreement</td>
<td>Return to EPD within 30 days</td>
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<td>6.</td>
<td>Return to EPD within 30 days</td>
<td></td>
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<tr>
<td>7.</td>
<td></td>
<td>Hold a successful scrap tire amnesty event!</td>
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*Please allow up to 90 days for EPD to review and process your application and factor this time into your project’s overall timeline.*

**Reasons for Denial of Applications**

**COMPLIANCE STATUS.** Applicant is not in compliance with Georgia Department of Community Affairs’ minimum standards under the Georgia Planning Act, legal requirements related to immigration, and the Service Delivery Strategy law.

**FALSE INFO.** Applicant deliberately provided false information in order to obtain the scrap tire abatement reimbursement funds.

**FUNDING.** Insufficient funding available from the Solid Waste Trust Fund.

**PERMIT / LEGAL STATUS.** Temporary storage of scrap tires collected during amnesty events is proposed to occur at a location not permitted/approved by EPD to store scrap tires or the number of scrap tires proposed for storage exceeds the permitted/approved limit (storage sites are subject to inspection by EPD).

**ELIGIBILITY.** The scrap tire abatement reimbursement application does not meet the eligibility criteria.

**Applicant is in violation of environmental laws, regulations, or permits (including those governing scrap tire storage).**

**Applicant includes indirect and/or administrative costs not eligible for reimbursement.**
Agreement Amendments & Notifications

EPD understands that things can happen during the course of your project that are beyond your control. However, if you determine that your project will exceed your approved contract dollar amount, you must notify EPD and apply for an amendment.

Some changes do not require an amendment to the agreement, but simply an email notification to EPD. These include changes to the:

- Event dates(s)
- Project manager
- Secondary contact
- Tire storage location
- Tire carrier
- Scrap tire processor

You also need to notify EPD if you will need extra time to submit your interim or final reports.

If any of this information changes from your original application, email EPD at epd.star@dnr.ga.gov with the new information and briefly explain why the changes were needed. Please include the name of your government/authority and agreement # in the subject line.

Amendments go through the same review and processing steps as original applications and, as a result, will require the same 90-day timeframe. Notify EPD as soon as possible that you will need an amendment. See “STAR Program Amendment Guidelines” for more information.

Ready to Apply?

To apply for the STAR program, please visit epd.georgia.gov/star-program. If you have any questions, please email epd.star@dnr.ga.gov.