

# EPD Local Government Scrap Tire Abatement Reimbursement STAR Program Amendment Guidelines

## » Reasons for Amendments

EPD understands that things can happen during the course of planning and holding your event 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.

## » Reasons for Notification

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

- Event date(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 project reports.

If any of this information changes from your original application, email EPD at [epd.star@dnr.ga.gov](mailto: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 of the email.

EPD's Scrap Tire Abatement Reimbursement (STAR) Program reimburses local governments for the costs of transporting and processing scrap tires collected during scrap tire amnesty events and right-of-way projects. Funding for the program comes from Georgia's Solid Waste Trust Fund.

**ADDITIONAL FUNDING.** EPD realizes that the information in your original STAR application and project agreement is based on estimates and sometimes, those estimates will be off. You may have had an extremely successful event and collected more tires than anticipated. Or, your residents may have brought in more tractor tires than you planned for and those large tires increased your processing costs. As soon as you think you may need to request more funding, notify EPD and submit an amendment application.

**TIME EXTENSION.** There are many reasons you may need to request more time to complete your STAR project. You may need to change your event date due to bad weather, find a new location for the collection, or choose a new tire carrier. Sometimes, additional time is needed to complete the reporting form.

Under the terms of an amnesty agreement, all tires must be transported to the processor within 30 days of the event. You must also submit a request for reimbursement to EPD within 90 days of the event. Under the terms of a right-of-way agreement, removal of scrap tires must begin within 90 days of the agreement date and a request for reimbursement must be submitted within 30 days of completing the project.

## Need an Amendment?

**Step 1.** Email [epd.star@dnr.ga.gov](mailto:epd.star@dnr.ga.gov) or call 404-362-2537. Please include your agreement # in the subject line of your email.

**Step 2.** Download an STAR amendment application from [epd.georgia.gov/star-program](http://epd.georgia.gov/star-program); complete and email to [epd.star@dnr.ga.gov](mailto:epd.star@dnr.ga.gov). Please allow up to 90 days for processing.

If you are unable to meet any of these deadlines, you must notify EPD.

**PROJECT LIMITS.** Agreement amendments are subject to the same limits as the original agreement. You will only be reimbursed for the costs of transporting and processing the scrap tires up to a total amount of \$50,000 per local government per fiscal year. EPD also will only reimburse up to \$4.00 per passenger tire equivalent (PTE) per agreement.

**PROJECT ASSESSMENT.** Whenever a change is being made, it is important to assess the entire project. If you are requesting more time, will you also need to request approval for additional funding? What other STAR projects do you have for the year? Will this request put you over the \$50,000 annual limit?

**AMENDMENT TIMING.** It's important to remember that an amendment goes through the same review and processing steps as your original application and, as a result, will require the same 90-day timeframe. Therefore, it is extremely important that you keep close tabs on your project and notify EPD as soon as possible that you will be applying for an amendment.

## » 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.