**Tire-derived Products**

**Application Instructions**

**Please review the Tire Products Grant Program Guidelines and application instructions carefully before applying.**

The application consists of the following components, which must be fully completed to be considered for review:

1. Cover Sheet
2. Project Narrative
3. Project Timeline
4. Budget
5. Supporting Materials

Please attach all supporting material documentation to the application. If a single email, including all supporting material(s), exceeds the email size limit, supporting material(s) may be sent separately. Applications may be submitted electronically through email or mailed. Applications may also be hand delivered. Applications through fax will not be accepted.

Mailing and Street Address: Georgia Environmental Protection Division

Recovered Materials Unit

4244 International Parkway, Suite 104

Atlanta, GA 30354

Email Address: [SWTF.Grant@dnr.ga.gov](mailto:SWTF.Grant@dnr.ga.gov)

Include the contact information for the primary individual responsible for grant project administration. This is the person who will be the main point of contact for all grant-related communication and questions. This may or may not be the same individual who applies for and/or submits the grant application.

Please also include the contact information for the official responsible for approvals for your entity. If selected for award, this will be the individual who will sign the agreement. Examples include but are not limited to the chief executive officer, commissioner, mayor, or solid waste director.

**DO NOT SUBMIT THIS INSTRUCTION PAGE ALONG WITH YOUR APPLICATION.**

**The application period will open July 12, 2023. The deadline for submitting applications is 4:30 PM on August 31, 2023.**

Additional information about the Tire Grant and supporting documents can be found at the following website address: <https://epd.georgia.gov/tire-product-tire-grant>

**Tire-Derived Products Application**

**SECTION ONE: Cover Sheet**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Project Title** |  | | | | | | | | | | |
| **Local Government/Entity** |  | | | | | | | | | | |
| **Federal Tax ID** |  | | | | | | | | | | |
| **Mailing Address** |  | | | | | | | | | | |
| **City** |  | | | | | | | | | | |
| **ZIP** |  | | | | | | | | | | |
| **County** |  | | | | | | | | | | |
|  | | | | | | | | | | | |
| **Primary Grant Administrator Contact Name (this should be the main point of contact for the project)** |  | | | **Responsible Official for Approvals (if grant is awarded) Contact Name** | | | |  | | | |
| **Title** |  | | | **Title** | | | |  | | | |
| **Organization** |  | | | **Organization** | | | |  | | | |
| **Phone** |  | | | **Phone** | | | |  | | | |
| **E-Mail** |  | | | **Email** | | | |  | | | |
|  | | | | | | | | | | | |
| **Project Start Date** |  | | | | | | | | | | |
| **Project End Date** |  | | | | | | | | | | |
|  | | | | | | | | | | | |
| **Grant Amount Requested for Tire-derived Product** | $ | | | | | | | | | | |
| **Total Project Amount** | $ | | | | | | | | | | |
|  | | | | | | | | | | | |
| Is your entity listed on the DCA noncompliance list? | | | | |  | | YES | |  | | NO |
| Is your entity involved in any open consent orders or enforcement actions with EPD? | | | | |  | | YES | |  | | NO |
| Has your entity received any grant funding from EPD in the past? If yes, indicate the grant program and date awarded. If no, indicate n/a. | | | | |  | | | | | | |
|  | | | | | | | | | | | |
| The Tire Grant is a reimbursement grant. However, up to 90% of funds may be provided in advance if requested. | | Does your entity require funds in advance? | | | | | | | | | |
|  | YES | | |  | | | | NO | |
| If YES is selected, provide justification as to why funds in advance are required: | | | | | | | | | |
| I, the undersigned authorized representative of the applicant, certify that to that to the best of my knowledge, the information contained herein is true and correct, the document and project has been duly authorized by the governing body of the applicant, and, if funded, the applicant will carry out the implementation steps in the manner described in this application. I also certify that the applicant shall maintain accounting records in accordance with generally accepted government accounting principles and that the funds awarded will be included in those audits or financial statements that cover all or part of the project duration period noted above. | | | | | | | | | | | |
| **Official Signature** *(Responsible Official only)* | |  | | | | | | | | | |
| **Name** (print) | |  | | | | | | | | | |
| **Title** | |  | | | | | | | | | |
| **Date of Signature** | |  | | | | | | | | | |

**SECTION TWO: Project Narrative**

|  |  |
| --- | --- |
| **Project Description** | **Briefly describe your overall project, including project location.**  If your project involves one or more other eligible applicants, please describe. Up to five bonus points will be given to projects coordinated with other eligible applicants. |
| *Insert narrative here* | |
| **Need and Purpose** | **Describe the need and purpose of the project.** |
| *Insert narrative here* | |
| **Community Served** | **Describe how the project benefits the community.** |
| *Insert narrative here* | |
| **Utilization and Metrics** | **Describe the tire-derived product(s) (TDP) your project will utilize.**  Applicants must submit a manufacturer document that describes the TDP(s), such as a material data sheet. This should be submitted in Section 5 as supporting material. |
| *Insert narrative here* |
| **Describe the total project cost utilizing conventional or virgin materials vs. the total project cost utilizing TDP(s).**  For example: A roadway paving project costs $100,000 using conventional materials and services. To utilize a ground tire rubber asphalt mix, it will cost an additional $50,000 ($30,000 for the material itself and $20,000 for the associated labor to mix/haul). In this scenario, the total project cost utilizing conventional materials is $100,000 vs. $150,000 to utilize TDP. The difference in cost and the amount eligible for grant funding is $50,000.  For example: A public school plans to renovate a classroom using tiles made from TDP. Conventional tiles will cost $8,000 ($6,000 for the tiles and $2,000 for labor and installation). TDP tiles will cost $12,000 ($8,000 for the TDP tiles and $4,000 for labor and installation). In this scenario, the total project cost utilizing conventional materials is $8,000 vs. $12,000 to utilize TDP. The difference in cost and the amount eligible for grant funding is $4,000. |
| *Insert narrative here* |
| **Describe the number of Lbs. of TDP(s) used in the project.**  Applicants should consider if their proposed product is a mix of TDP and other materials, or if the product consists 100% of TDP when determining the number of lbs. This information may be found on manufacturer documentation.  For example: A roadway paving project plans to use 50 tons of rubberized asphalt. Each ton of rubberized asphalt is 30% TDP, and 70% other materials. One ton equals 2,000 lbs. For this scenario, the amount of TDP used is 30,000 lbs. ((50 tons X 2,000 lbs.) X .3).  For example: A public school plans to use 300 square feet of tiles made from TDP. Each tile weighs 12 lbs., and consists of 90% TDP, and 10% other materials. Each tile is one square foot. For this scenario, 3,240 lbs. of TDP are used in the project (300 square feet of tiles X 12 lbs./tile) X.9). |
| *Insert narrative here* |
| **Describe how the TDP(s) will be incorporated into your project.** |
| *Insert narrative here* |
| **Where are you sourcing the TDP(s) and/or related service(s)?**  Up to five bonus points will be given if the project utilizes Georgia based suppliers for TDP(s) and/or services. Documentation must be submitted showing that that the materials/services are from a business in Georgia. |
| *Insert narrative here* |
| **Marketing and Education** | **How will you share information about your project to your community?** |
| *Insert narrative here* | |

**SECTION THREE: Project Timeline**

1. Using the table below, enter the project start date and completion date.
2. Describe the key milestones, such as when the TDP(s) will be installed.
3. Additional rows may be added as necessary.
4. There is no time limit for the overall project; however, grant funds must be expended within 24 months of the award. In other words, the parts of the project associated with TDP must occur within 24 months of grant award to be reimbursed.

|  |  |  |
| --- | --- | --- |
| **Timeline** | | |
|  | **Month** | **Year** |
| **Project Start Date** |  |  |
| *Enter milestone* |  |  |
| *Enter milestone* |  |  |
| *Enter milestone* |  |  |
| **Project Completion Date** |  |  |

**SECTION FOUR: Budget**

1. Complete the budget table below to detail the amount and intended use of funds requested for each expenditure.
   1. Awarded grant funds will only pay for the direct costs related to the incorporation of TDPs and associated services into projects which would normally utilize conventional or virgin materials. Direct costs may include material costs or services, such as hauling, and mixing of the TDPs.
   2. Documentation for expenses must be provided and be submitted in Section 5 as supporting materials. Examples include quotes for TDP material costs or associated services. Applicants should consider the freight and other handling costs when preparing their budgets.
   3. The Anticipated Expenditure Date should list the month and year in which the expense is expected to occur. The timeline cannot exceed 24 months.
   4. Eligible applicants may apply up to the established cap of $250,000.
   5. Additional rows may be added as necessary.
2. Indicate if an expenditure is attributable to a business in Georgia. Include documentation listing the name and location of the business, such as a supplier quote, in Section 5 as supporting material.
3. Add up the total amount of grant funds requested and enter in the box for the total cost of TDPs and associated services. Indicate the total project cost (including the amount of TDPs and associated services). Calculate the percentage of the project is associated with TDPs and related services.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Budget** | | | | | | | |
| **Description** | | **Grant Funds Requested** | **Anticipated Expenditure Date** | **Are the funds attributable to a GA business?** | | | |
| 1 |  | $ |  |  | Y |  | N |
| 2 |  | $ |  |  | Y |  | N |
| 3 |  | $ |  |  | Y |  | N |
| 4 |  | $ |  |  | Y |  | N |
| 5 |  | $ |  |  | Y |  | N |
| **Total cost of TDP(s) and associated services** | | $ | | | | | |
| **Total Project Cost (including TDP and associated services)** | | $ | | | | | |
| **Percentage of project (by cost) that consists of TDP and associated services** | | % | | | | | |

**SECTION FIVE: Supporting Materials**

1. Attach a manufacturer product sheet for the TDP.
2. Attach quotes and/or other cost estimate documentation to support each line-item request in the budget.
   1. If utilizing a Georgia business, the documentation must also indicate the business name and address.
3. Complete and submit a W9 form. A downloadable form is available on EPD’s website: <https://epd.georgia.gov/tire-product-tire-grant>
4. Complete and submit a contractor affidavit form. A downloadable form is available on EPD’s website: <https://epd.georgia.gov/tire-product-tire-grant>