

Environmental Management System (EMS) Program Application Form

Presented by Leslie Goldsmith, Scott
Flagg, and Scott Smith

Important Dates:

8/1/11 Program Application Forms are **DUE**

Applications will be distributed to Solid Waste Alternatives Program Advisory Council members – otherwise known as Council or EMS Council members.

Later in August, Council will meet. The date of that meeting is not yet set

9/20/11 - EPC Meeting – decision item to designate new EMS participants

Once participants are designated, training will begin!



This application will be used to determine whether or not a Solid Waste Comprehensive Planning Area or the Permitted Facility Service Area(s) identified by the Solid Waste Comprehensive Planning Area meets the requirements of Iowa Code section 455J.3. The Solid Waste Alternatives Program Advisory Council (Council) may select up to six additional Planning Areas and/or Permitted Facility Service Areas to recommend to the Environmental Protection Commission (EPC) for designation as Environmental Management Systems each EMS application round. Upon EPC approval EMS benefits will apply only to the identified designee(s).

Iowa's Solid Waste Environmental Management System (EMS) was signed into law in 2008 with House File 2570, put into Iowa Code Section 455J:

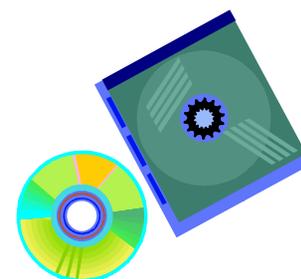
<http://www.legis.iowa.gov/DOCS/ACO/IC/LINC/Chapter.455j.pdf>



Immediate benefits upon designation as an EMS:

- An exemption from solid waste reduction goals imposed in 455D.3
 - Goal Progress will continue to be figured, but there will be no implications
- A reduced tonnage fee (\$3.65/ton) = state average (remit \$2.10/ton)
- Special grant rounds – Quick Start Grant is due when this application is due

Other cool stuff: a great consultant – excellent training, Intellex EMS software provided FREE in year 1, greenhouse gas software and benefits from working with other EMS agencies



...In addition to the environmental and organizational benefits, EMS...



makes the world smile!

But it will take an investment on your part...in filling out this application. And if selected, in taking time to go through the training and doing the “homework”.

SECTION 1 Information:

Visit the SWAP Advisory Council/EMS web pages:

<http://www.iowadnr.gov/waste/ems.html>

<http://www.iowadnr.gov/waste/sw/swapac.html>

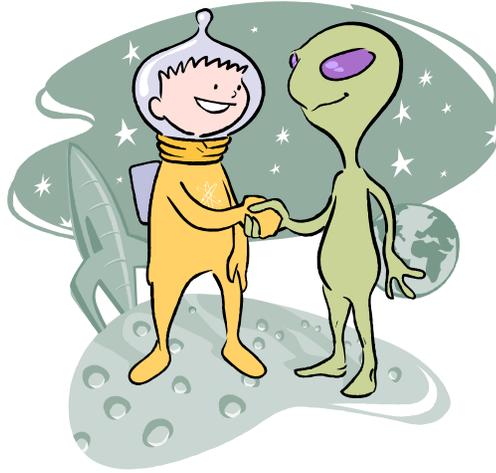
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Participation in the EMS Designation Program requires *Continuous Improvement in each of the following areas: Yard Waste Management, Household Hazardous Waste Collection, Water Quality Improvement, Greenhouse Gas Reduction, Recycling Services and Environmental Education.* **Continuous Improvement for environmental management systems means an ongoing process by system participants to enhance solid waste management systems by identifying through critical evaluation:**

1. Existing local conditions,
2. opportunities and corresponding goals for legitimate environmental improvement and protection, and
3. specific steps to achieve those goals.

The acts of implementing the identified steps and measuring their results, then re-evaluating local conditions and establishing new goals and implementation steps are inherent parts of the continuous improvement process. **System participants, rather than regulators or legislators, are responsible for identifying and renewing goals based on the results of their critical evaluation and performance to date.** The critical improvement process should result in both goals and performance that exceed status quo expectations and minimum legal requirements. This application is intended to provide a “**snapshot**” of current programs. In most cases, a one or two paragraph summary of the current program(s), proposed improvement(s) and anticipated outcome(s) will suffice. **Partnership opportunities** may include other solid waste facilities or planning areas, or they may come from a variety of outside sources including but not limited to local, state and federal government entities, private businesses and individuals, and various service clubs.





- Outside partnerships can help your organization broaden the base of your environmental activities.

- Selected applicants will go through a training process to identify Planning Area/Facility needs for goal-setting. Therefore improvements proposed in this application are considered preliminary.*

APPLICATIONS WILL BE REVIEWED BY THE EMS COUNCIL USING THE FOLLOWING EVALUATION CRITERIA: Note: An application will need an average EMS Council Total Point Score of 70 to be considered to be recommended for EMS designation.

1. Application	Point Value
a. Completeness	3
b. Clarity	3
2. Six component Areas proposed improvements and anticipated outcomes	
a. Yard Waste Management	9
b. Hazardous Waste Disposal/Collection	9
c. Water Quality Improvement	9
d. Greenhouse Gas Reduction	9
e. Recycling	9
f. Environmental Education	9
3. Partnership opportunities	
a. Intended partnerships	8
4. Overall impact to Planning Area/Permitted Facility Service Area	
a. Overall environmental impact	8
b. Overall benefit to Planning Area/Permitted Facility Service Area	8
5. Level of Commitment and Sustainability	
a. Staff commitment and leadership	8
b. Financial commitment	8
Total Points	100

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SECTION 2 DEADLINE, SUBMITAL, EVALUATION

(Page 2 continued)

- Dates – August 1 should give time for board meetings etc.
- Specifically designed to be filled out and send electronically, in keeping with EMS!

Page 3 – Evaluation Criteria

Note a **minimum score** is necessary – that will be figured using all EMS Council members' score sheet totals averaged. Council may recommend up to six applicants, but does not have to recommend any.



DEMOGRAPHIC INFORMATION

Comprehensive Planning Area (or identified Permitted Facility Service Area)

Description:

Population Served:

Number of Full Time Staff Members Employed:

Number of Part Time Staff Members Employed:

Last approved Comprehensive Planning Area Goal Progress determination figured by DNR (Base Year Adjustment Method) %

Total Annual Applicant Budget: \$



Call Leslie if you need your official Goal Progress determination figure

Application Page 5: Yard Waste Management

Current Programs/Proposed Process Improvements/Anticipated Outcomes

To qualify for designation as an environmental management system pursuant to section 455J.7 a solid waste planning area shall actively pursue continuous improvement in all of the following areas.

Comprehensive Planning Areas (or identified Permitted Facility Service Areas) that do not currently employ existing program(s) in any one area and intend on pursuing a program(s) are eligible to apply. See Iowa Code 455J for more information on each question.

Yard Waste Management

(Limit 1 Page)

- 1. Does the comprehensive planning area (or the identified permitted facility service area) currently provide for the operation of a yard waste management program or contract with another party to do so? Yes or No.**

Briefly describe current yard waste management program(s) in place. Briefly describe a new program or proposed improvements(s) to the existing yard Waste Management Program(s) Briefly summarize anticipated outcome(s) to the existing Yard Waste Management Program Improvement(s). Briefly describe partnership opportunities. Briefly describe how you plan to measure continuous improvement in this area.



Cass County Environmental Control Agency

- EMS grant funding
- Purchase mobile chipper
- Replaced community burn piles
- Partner for training and transportation of unit



Cedar Rapids-Linn County Solid Waste Agency

- Decided to channel some of the compost they create and use it for erosion control at landfill
- Utilized both Yard Waste and Water Quality Components
- Another example of one goal being able to address multiple components



Waste Commission of Scott County

- Goal to encourage backyard composting and training for residents
- Sold 670 Earth Machine Composters at a weekend event



Waste Commission of Scott County

- Reduced need for mowing by 25% by planting prairie grasses

Application Page 6: Hazardous Waste Disposal/Collection

2. Does the comprehensive planning area (or the identified permitted facility service area) currently provide for the proper management and disposal of household hazardous materials (HHM) by operating a Regional Collection Center (RCC) or by participating in an RCC network? Yes or No.

Briefly describe current HHM collection/disposal program(s) in place. Briefly describe a new program or proposed improvement(s) to the existing HHM collection/disposal program(s). Briefly summarize the anticipated outcomes of the proposed HHM collection/disposal improvement(s). Briefly describe partnership opportunities. Briefly describe how you plan to measure continuous improvement in this area.

Pilot Participants

- Increased mobile HHM events
- Increased CFL drop-off locations
- Increased Trained personnel on-site



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- Water Quality Improvement

3. Does the Comprehensive Planning Area (or the identified Permitted Facility Service Area) currently provide for a water quality improvement program(s) within the planning area. Iowa Code 455J.3(3) Yes or No

Briefly describe current Water Quality Improvement Program(s) in place. Briefly describe a new program or proposed improvement(s) to the existing Water Quality Improvement Program(s). Briefly summarize the anticipated outcome(s) of the proposed improvement(s) to the Water Quality Improvement Program(s). Briefly describe partnership opportunities. Briefly describe how you plan to measure continuous improvement in this area.

Water Quality Improvement:

- Provide for a water quality improvement program within the system's planning area. Such a program may include offering educational programs, sponsoring awareness initiatives, providing for cleanup activities such as the cleanup of illegal dumping areas, and otherwise promoting responsible environmental behavior.
- Examples:



NO, IT'S NOT YOUR PROBLEM, UNLESS YOU'RE A TAXPAYER.



TAKE A STAND FOR YOUR LAND

Report illegal dumping in Boone County



1.877.2NO.DUMP



09/29/2006



5. 24. 2004

2011 Celebrate the Lake event at Don Williams Lake in Boone County



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GREENHOUSE GAS REDUCTION

4. Does the Comprehensive Planning Area (or the identified Permitted Facility Service Area) currently provide for a Greenhouse Gas Reduction Program(s). Iowa Code 455J.3.4 Yes or No

Briefly describe current program(s) in place. Briefly describe a new program or proposed improvement(s) to the existing Greenhouse Gas Reduction Program(s). Briefly summarize the anticipated outcome(s) of the proposed improvement(s). Briefly describe partnership opportunities. Briefly describe how you plan to measure continuous improvement in this area.

Most organizations don't have Greenhouse Gas (GHG) programs in place – remember EMS now has a tool you can use to set a baseline and continue to measure GHG, so you can use that as part of your application. Plus information from EPA folks.



Iowa's largest landfills collect methane



Other organizations were creative about how to tackle this component...



Cedar Rapids Linn County Solid Waste Agency

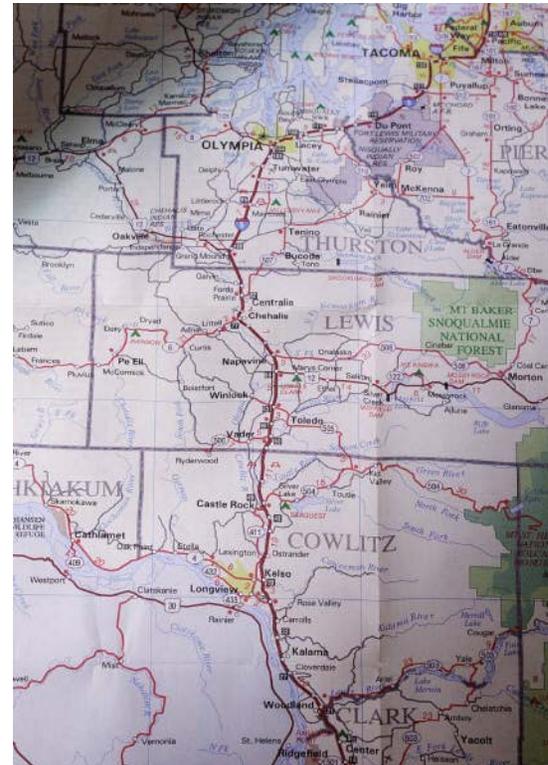
- Employee *Energy Awareness* Training
- Professional Audit of Energy use and options
- Facility Equipment Upgrades





Rathbun Area Solid Waste Commission

- Increased use of bio-fuel to 2%
- Transfer Trailers
- More fuel efficient Cardboard recycling route with strategically placed 2 yard dumpsters garners a 18% decrease in fuel use in a 6 month period in the recycling program.
- Office improvements to reduce office traffic should also show heating and cooling benefits.



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- **RECYCLING**

5. Does the Comprehensive Planning Area (or identified Permitted Facility Service Area) currently offer recycling services for paper, glass, metal and plastics within the communities served? Additional recycling services may also be offered. Iowa Code 455J.3(5) Yes No

Briefly describe current program(s) in place. Briefly describe a new program or proposed improvement(s) to the existing Recycling Program(s). Briefly summarize the anticipated outcome(s) of the proposed improvement(s). Briefly describe partnership opportunities. Briefly describe how you plan to measure continuous improvement in this area.



Various Planning Areas

- Multi-family recycling projects
- Process improvements





Various Planning Areas

- Community/planning area recycling improvements
- New Equipment





Special Project Recycling

- Shingles
- Sharps
- Bikes
- Electronics



Special Project Recycling

- Tires
- Appliances
- Construction & Demolition



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ENVIRONMENTAL EDUCATION

6. Does the Comprehensive Planning Area (or the identified Permitted Facility Service Area) currently plan and implement programs Environmental Education programs, educating the public on environmental stewardship? Iowa Code 455J.3(6) Yes No

Briefly describe current program(s) in place. Briefly describe a new program or proposed improvement(s) to the existing Environmental Education Program(s). Briefly summarize the anticipated outcome(s) of the proposed improvement(s). Briefly describe partnership opportunities. Briefly describe how you plan to measure continuous improvement in this area.

Environmental Education:

- Plan and implement programs educating the public on environmental stewardship. These programs may include components designed to prevent illegal dumping, reduce greenhouse gas emissions, improve water quality, reduce waste generation, increase recycling and reuse, or any other environmental objective that furthers the purpose and goals of this chapter.

- Examples:

Don't forget about partnerships in your area – are others providing environmental education? Extension, County Conservation, DNR, Watershed and other environmental groups?



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7. How would EMS designation benefit your Comprehensive Planning Area (or the identified Permitted Facility Service Area)? (Limit 1 page)

This is the place to put the heart and soul of your application!

8. Introducing EMS to a Comprehensive Planning Area (or an identified Permitted Facility Service Area) takes a great deal of commitment on the part of member agencies, local governments, management and staff.

Who will be your Environmental Management Representative (EMR) - the manager or **"go-to" person** coordinating implementation of EMS in this area?

What other resources, including financial resources, is this Comprehensive Planning Area (or an identified Permitted Facility Service Area) anticipating utilizing during the EMS training process and beyond to maintain an active EMS. **The EMS Council is looking for evidence that your organization is willing to commit resources towards this effort – time, personnel and budget.**



**Application for a
Environmental Management System (EMS)
Quick Start Grant**

The purpose of the EMS Quick Start Grant Program is to assist EMS participants toward environmental improvements in the six areas pursuant to Iowa Code Section 455J.7. Those six areas include Yard Waste Management, Household Hazardous Waste Collection, Water Quality Improvement, Green House Gas Reduction, Recycling and Environmental Education.

Criteria for Awarding EMS Grants:

In all cases grant awards must be directly tied to a project or projects specified in a participant's EMS.

For each Tier 1 participant, a \$20,000 Quick Start Grant would be available once their initial EMS application is approved. The Quick Start Grant application is included as part of the initial EMS application packet that is due to be submitted August 1st. Although no cost share is required a cost share component in a project's budget will be considered in the review process. The council may recommend funding at a lesser amount than being requested or no award.

Successful grant applicants will be subject to DNR contract terms. Please fill out the short application below.

SECTION 1 – Identification Information*

EMS Participant Area Name:	
Contact Person:	
Mailing Address:	
Telephone:	
Fax:	
Email:	

*IDNR must have an IRS Form W-9 (revised January 2011) submitted with each application

SECTION 2 – EMS Quick Start Grant Funding Proposal

EMS Quick Start Grant Funds may be used for but are not limited to the following types of expenses in support of one or more of the objectives and targets:

- Equipment and supplies
- Expertise – consultants, temporary employees, or media professionals - i.e. web/graphics/ad specialists – or for attending training or workshops to gain expertise, EMS training materials
- Mini grants or subsidies, cost shares, or seed money for residents, area governments, businesses, or partners outlined within approved fenceline
- Media and advertising costs - i.e. print, web, television, radio, other promotions, displays
- Gathering initial data
- A new initiative or enhancing or improving an existing program or activity

Quick Start Application is due August 1 along with the EMS Application. Note – Section 2 lists all the things you can apply for funding for! Contact Leslie to see what last year's applications covered.

