# Solid Waste Alternatives Program - Application Checklist

**For Funding Requests $25,000 or Greater**

**Form A - PROPOSAL COVER SHEET**

- ☐ Project Title
- ☐ Applicant Name, Street Address, City/State/Zip
- ☐ Mailing Address (if different)
- ☐ County
- ☐ Contact Person
- ☐ Telephone Number
- ☐ Email Address
- ☐ Applicant type
- ☐ Primary Project Type
- ☐ Amount of Funding Requested
- ☐ Amount of Applicant Cash Match Committed
- ☐ Total Project Cost
- ☐ OPTIONAL: Value of Other Project Related Applicant Resources
- ☐ Facility Location
- ☐ Project Service Area Description
- ☐ Is the targeted waste stream landfilled
- ☐ Is the targeted waste stream landfilled in Iowa
- ☐ Signature, Printed, Title and Date

**Form B - PROJECT NARRATIVE**

- ☐ Project Description
- ☐ Project Need, including:
  - ☐ Project Service Area and Population
  - ☐ Type, Source and Amount of Waste Targeted
  - ☐ Current Waste Management Method in Terms of Targeted Population
- ☐ Project Objectives and Participation, including:
  - ☐ Project Objective
  - ☐ Project Goal(s)
  - ☐ How Project Goal(s) will be:
    - ☐ Obtained
    - ☐ Measured
    - ☐ Sustained
    - ☐ Justified
- ☐ Project Participants Relevant Experience and Role(s)
- ☐ Project Impact, including:
  - ☐ Amount and Type of Solid Waste Diverted
  - ☐ Relationship to Department's Targeted Waste Streams, if any
  - ☐ Avoided Costs
  - ☐ Jobs Created / Retained
  - ☐ Waste Stream Toxicity Reduction, if any
  - ☐ Effects on Existing or New Markets
  - ☐ Project Replicability
  - ☐ Project Sustainability

**FORM C - PROJECT TIMETABLE**

- ☐ Applicant Name
- ☐ Project Beginning Date
- ☐ Project Ending Date
- ☐ Project Timetable

**FORM D - BUDGET SUMMARY**

- ☐ Budget Summary Sheet (25% cash match for each budget line item required)
- ☐ Budget Narrative

**FORM E - RESPONSIBLE AGENCY REVIEW and COMMENT FORM**

- ☐ Submit your application and Form E to your Solid Waste Planning Area

**APPLICANT DISCLOSURE STATEMENT**

- ☐ Signed



Before submitting your application, please review the following checklist to ensure that your application is complete.