



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

NOV 13 2003

OFFICE OF
SOLID WASTE AND EMERGENCY
RESPONSE

Dear Tribal Leader:

Enclosed is the 2004 solicitation for the Tribal Open Dump Cleanup Project. As in previous years, we are requesting proposals on any of four different types of activities that meet the goals of the Cleanup Project: (1) characterizing/assessing open dumps; (2) developing Tribal Integrated Solid Waste Management (ISWM) plans; (3) developing and implementing alternative solid waste management activities/facilities; and (4) cleanup, closure, and developing post-closure programs for open dump waste sites on tribal lands.

Since FY99, the Workgroup has funded approximately \$9 million in projects. In FY03, the Interagency Workgroup made approximately \$2.1 million available to fully or partially fund 26 selected projects. A similar amount of funding is projected for FY04.

For consideration, your proposal must be received by close of business on January 30th, 2004. Proposals not received by the closing date will not be considered. Please plan ahead and do not rely solely on overnight mail to meet the deadline.

If you have questions, please contact your area's regional U.S. Environmental Protection Agency, Indian Health Service, or Bureau of Indian Affairs office or one of the following Workgroup representatives:

EPA - Christopher Dege 703-308-2392; Charles Bearfighter Reddoor 703-308-8245;
Tonya Hawkins 703-308-8278

IHS - Steve Aoyama 301-443-1046

BIA - Debbie McBride 202-208-3606

Please share this solicitation with your environmental program office. We hope that through this effort we can move closer to our goal of assisting tribes in addressing their solid waste concerns in a comprehensive manner.

Sincerely,

A handwritten signature in blue ink, appearing to read "Robert Springer".

Robert Springer, Director
Office of Solid Waste

Enclosures



**TRIBAL SOLID WASTE
INTERAGENCY WORKGROUP**

FY 2004

**TRIBAL OPEN DUMP CLEANUP PROJECT
SOLICITATION**

**INSTRUCTIONS FOR SUBMITTING
PROPOSALS FOR THE OPEN DUMP CLEANUP
PROJECT OF THE TRIBAL SOLID WASTE
INTERAGENCY WORKGROUP**

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 - Proposals to characterize/assess open dumps;**
 - Proposals to develop Integrated Solid Waste Management (ISWM) Plans and Tribal Codes and Regulations;**
 - Proposals to develop and implement alternative solid waste management activities/facilities; and**
 - Proposals to develop and implement cleanup, closure, and post-closure programs for open dump waste sites in Indian Country.**

I. TRIBAL OPEN DUMP CLEANUP PROJECT PURPOSE, BACKGROUND AND GENERAL PROPOSAL INFORMATION

Purpose: The purposes of the Tribal Open Dump Cleanup Project (Cleanup Project) are to assist tribes with closing, or cleaning up closed, high-threat open dumps and to develop alternative disposal options and integrated solid waste management and enforcement programs. The Cleanup Project is part of a federal effort to help enable Tribes to comprehensively address their solid waste needs.

Background: The Tribal Solid Waste Interagency Workgroup (Interagency Workgroup) was established in April 1998 to coordinate federal assistance to tribes in bringing Tribal waste disposal sites into compliance with the municipal solid waste landfill criteria (40 CFR Part 258) and eliminating open dumps. Workgroup members include representatives from the U.S. Environmental Protection Agency (EPA); the Bureau of Indian Affairs (BIA); the Indian Health Service (IHS); the Bureau of Land Management (BLM); the Departments of Agriculture, Defense, and Housing and Urban Development.

The Interagency Workgroup is soliciting proposals for its sixth year of the Cleanup Project. Since FY99, the Workgroup has funded approximately \$9 million in projects. In FY03, the Interagency Workgroup made approximately \$2.1 million available to fully or partially fund 26 selected projects. A similar amount of funding is projected for FY04.

General Proposal Information: The Workgroup seeks to fund projects that support the development and strengthening of tribal or cooperative multi-tribal solid waste management programs. Recognizing that tribes are at different stages in developing and implementing sustainable solid waste management plans, the Workgroup is soliciting for any one of four different categories of proposals that meet the purpose of the Cleanup Project. The four different proposal categories the Workgroup is soliciting are:

- * **Proposals to characterize/assess open dumps;**
- * **Proposals to develop Integrated Solid Waste Management (ISWM) Plans and Tribal Codes and Regulations;**
- * **Proposals to develop and implement alternative solid waste management activities/facilities; and**
- * **Proposals to develop and implement cleanup, closure, and post-closure programs for open dump waste sites in Indian Country.**

A tribe may submit more than one proposal. Please submit separate proposals for each project. A tribe may also want to reference the other proposal(s) in the project description. A tribe may use the same supporting documents (letters of support, solid waste management plans, codes, examples of past agreements, etc.) in each of the proposal packages.

Assistance from participating federal agencies may take the form of financial assistance (e.g., grants, loans), technical assistance, or use of equipment. Proposals will be evaluated based on the criteria listed in the following section and may be selected for full or partial funding depending on the scope of the project and the amount of funding available. Final approval for assistance is subject to the awarding agency's grants administration or financial management office.

II. ELIGIBILITY

Eligible recipients of funding for the FY04 Cleanup Project include federally recognized tribes and intertribal consortia. An intertribal consortium must meet the definition of eligibility in the Environmental Program Grants for Tribes Final Rule, at 40 CFR 35.504 (66 FR 3782, January 16, 2001) (<http://www.epa.gov/indian/pdfs/g219.pdf>), and be a non-profit organization within the meaning of OMB Circular A-122. <http://www.whitehouse.gov/omb/circulars/a122/a122.html>

III. PROPOSAL PROCESS DEADLINE, SELECTION SCHEDULE, FORMAT, AND CONTACT INFORMATION

- < **DEADLINE:** For consideration, proposals must be received by EPA HQ no later than **January 31, 2004**. Proposals received after that closing date will not be considered.

- < **SELECTION SCHEDULE:** The Workgroup expects to make decisions on proposals selected for further development by April 30, 2004. All tribes will be notified by letter of the status of their proposal by May 2004. The letter will be sent to the signer of the submitted proposal cover letter or tribal resolution.

- < **FORMAT:** When submitting a proposal, applicants must mail an unbound, ready-to-copy original and two copies. The proposal shall be no more than 10 pages in length (supporting documentation, such as the Integrated Solid Waste Management Plan, letters of recommendation, etc...will not count against the 10 page proposal limit).

- < **CONTACT INFORMATION:** For questions about the Tribal Open Dump Cleanup Project, please contact:

Christopher Dege
US Environmental Protection Agency
Office of Solid Waste
(703) 308-2392
<dege.chris@epa.gov>

or

Charles Bearfighter Reddoor
US Environmental Protection Agency
Office of Solid Waste
(703) 308-8245
<reddoor.charles@epa.gov>

IV. ADDRESSES TO SEND COMPLETED PROPOSALS

The US Postal Service only delivers to the Washington D.C. address, commercial delivery services will only deliver to the Virginia address; therefore, there are two ways to submit a proposal: **1** by US Postal Service; or **2** by commercial delivery service.

Please use the appropriate mailing label below for the delivery system of your choice.

1 ADDRESS TO SEND THE PROPOSAL IF USING THE U.S. POSTAL SERVICE:

U.S. Postal Service (Including US Postal Express and US Postal Priority Mail)	
C	C
Tribal Solid Waste Interagency Workgroup c/o U.S. Environmental Protection Agency Office of Solid Waste (MC-5306W) 1200 Pennsylvania, Avenue, NW Washington, DC 20460 Attn: Christopher Dege (703) 308-2392	
C	C

You May Print, Cut, And Paste The Above Label To Your Proposal Package To Ensure Delivery

2 ADDRESS TO SEND THE PROPOSAL IF USING A COMMERCIAL DELIVERY SERVICE (FEDERAL EXPRESS, UPS, DHL, ETC...):

All Other Delivery Services (Federal Express, DHL, UPS, etc.)	
C	C
Tribal Solid Waste Interagency Workgroup c/o Office of Solid Waste U.S. Environmental Protection Agency 2800 Crystal Drive, 8 th Floor Arlington, VA 22202 Attn: Christopher Dege (703) 308-2392	
C	C

You May Print, Cut, And Paste The Above Label To Your Proposal Package To Ensure Delivery

V. REQUIRED INFORMATION FOR ALL FOUR PROPOSAL CATEGORIES:

1. **Proposal Synopsis/Abstract sheet (Appendix A of this solicitation)**
 - identifying project & category of project from the boxed list below;
 - name of tribe/tribal organization;
 - project director name, address, and phone/fax numbers.

2. **Signed Cover Letter or Tribal Resolution**, showing that the tribe has authorized the submittal of the proposal and including:
 - identifying the project;
 - name of tribe/tribal organization;
 - project director name, address, and phone/fax numbers and e-mail addresses if available; and
 - signature of tribal chairman or executive director.

4. **General Waste Practices, Administrative, and Budget Information**
 - A description of the current solid waste disposal practices of the tribe in the area covered by the proposal.
 - A description of the tribal officials or entities currently responsible for operation and maintenance of tribal sanitation facilities in the area covered by the proposal, including:
 - solid waste disposal;
 - drinking water systems; and
 - sewage treatment systems.
 - General budget and costs, including:
 - personnel costs, fringe benefits,
 - contracts,
 - travel and training,
 - equipment, supplies, and other costs.
 - Detailed work plan, including:
 - a schedule of significant milestones with appropriate detail and justification for one of the four proposal categories in this solicitation.

**THE COMPLETED PROPOSAL PACKAGE WILL INCLUDE
THE FOLLOWING FIVE ITEMS**

**Synopsis/
Abstract
Sheet**

**Signed Cover
Letter Or
Tribal
Resolution**

**General Waste
Practices,
Administrative,
and Budget
Information**

PROPOSAL
**(Not to Exceed
10 Pages)**

VI. SPECIFIC PROPOSAL INFORMATION

Proposals To Characterize/Assess An Open Dump Site(s)

The Workgroup recognizes that many sites are not adequately characterized and assessed to determine if they are truly high-threat open dump sites. To address this deficiency, tribes may submit proposals to characterize and assess a waste site(s) on Indian Country to gauge the extent of its threat to human health and the environment. Under this category, a trained hazardous materials professional would examine the waste in the dump and determine if the dump presented a high threat to human health. The hazardous material professional may or may not need to do additional onsite and offsite monitoring. NOTE: The outcome of this project may show that a high threat dump as listed in the IHS report is in fact a lower threat.

In submitting a proposal to characterize/assess a site use the outline below for submitting the following required information:

- a. A background summary of the open dump(s) site, including
 - whether the site is included in the IHS High Threat List within the Report on Open Dumps on Indian Lands, and
 - if the site has an SDS number from the IHS Sanitation Deficiency System; include the number in the proposal.
 - that the site is located on reservation/tribal land.
- b. A general description of the site(s) and surrounding area(s), with
 - a description of the population near the site(s).
 - any historical areas/schools/elderly population centers/ hospitals/ waterways/etc...near the site.
- c. Why the site is a threat to human health; Why the site is a threat to the environment.
- d. A description of the project's activities, including
 - the types of measurement and mapping activities that will be used to gauge the actual or potential impact on human health and environment.
 - Specifically, what will be done to show there is a threat to human health or the environment?
- e. A description of the tribe's current solid waste management practices.
- f. A description of the tribes future plans for solid waste management.
- g. Provide details on how/if the tribe will contribute in-kind resources to the project. In kind resources can include labor, disposal fees, heavy equipment, administrative overhead, etc...and can include other federal sources of assistance.
- h. Details on past workgroup funding progress (if applicable)
If a tribe has previously received funding under the Open Dump Cleanup Project, report the progress of that funding.

**Proposals To
Develop Integrated Solid Waste Management Plans
And Tribal Codes and Regulations**

Integrated Solid Waste Management (ISWM) plans and tribal solid waste codes and regulations are an essential part in developing a tribe's capacity to sustainably manage its solid waste. If a Tribe does not have an ISWM plan, it may submit a proposal to the Workgroup for the development of an ISWM plan.

The following information is required:

- a. A timetable of the activities that will be undertaken in developing and implementing the tribal ISWM plan and tribal codes and regulations.
- b. A description, within the proposal, of the types of activities the ISWM plan will likely include such as:
 - tribal solid waste codes;
 - which tribal official or entity will operate and maintain the solid waste system or facility;
 - regulations with fee structures in place and proposed;
 - solid waste enforcement programs in place and proposed;
 - management plans for currently generated waste;
 - details on waste pickup programs, including transportation of waste to permitted landfills or approved transfer stations; and
 - information on tribal recycling, waste prevention, training, education, and outreach programs.
- c. Details on how the proposal will contribute to overall sustainable tribal environmental program capacity-building.
- d. Provide details on how the tribe will contribute in-kind resources to the project. In kind resources can include labor, disposal fees, heavy equipment, administrative overhead, etc...and can include other federal sources of assistance.
- e. Provide details on past workgroup funding progress (if applicable). If a tribe has previously received funding under the Open Dump Cleanup Project, report the progress of that funding.

**Proposals To
Develop and Implement Alternative Solid Waste Management
Activities/Facilities**

The following information is required:

- a. Certify or include a copy of the tribal Integrated Solid Waste Management (ISWM) plan, with codes, ordinances, and enforcement mechanisms.
- b. Provide details and demonstrate that the ISWM plan is being implemented by the tribe.
- c. Provide details on how the proposal will fund and lead to the development of ultimate disposal options:
 - assistance in developing waste management activities (i.e., waste pickup programs and approved transfer stations including transportation of waste to permitted landfills), or
 - assistance in developing on-site waste management facilities (e.g., transfer station, convenience center, federally compliant municipal solid waste landfill).

Note: Recycling and waste prevention program development is not a disposal option, but can be included as part of a project that leads to an ultimate disposal option.
- e. Provide details on how the tribe will contribute in-kind resources to the project. In kind resources can include labor, disposal fees, heavy equipment, administrative overhead, etc...and can include other federal sources of assistance.
- f. Provide details on past workgroup funding progress (if applicable). If a tribe has previously received funding under the Open Dump Cleanup Project, report the progress of that funding.

**Proposals to
Develop and Implement Cleanup, Closure, and Post-closure Programs for
Open Dump Waste Sites in Indian Country**

In order to qualify to submit a proposal to clean and close and open dump, a tribe must first satisfy the following three requirements:

- a. Certify or include a copy of the Tribal Integrated Solid Waste Management (ISWM) plan, with codes, ordinances, and enforcement mechanisms.
- b. Describe how the ISWM plan is being implemented by the tribe.
- c. Describe the sustainable alternative or alternatives currently in place for the solid waste generated (waste pickup programs, approved transfer stations, etc....to ensure that the cleanup of the waste site will not result in a new open dump being created on-site in the future).

In addition to satisfying the requirements above, include the following information:

1. Demonstrate that the site is located on reservation/tribal land.
2. Cleanup Requirements:
 - provide a description of how the project will identify, quantify, monitor, and test the site and its cleanup.
 - provide a description of project's cleanup activities.
3. Closure Requirements:
 - include plans and procedures to ensure that the site is closed and that a new open dump site will not develop.
4. Post-Closure Requirements;
 - include a post-closure plan and off-site contaminant migration monitoring plans if applicable (in-situ consolidation and capping will require this).
5. Closure and Post-Closure Financial Information;
 - submit a table that estimates closure and post-closure maintenance costs of the site and alternative waste disposal costs (e.g., off-reservation municipal solid waste landfill) using the following categories: planning, equipment, construction, oversight, post-closure, and operation and maintenance.
6. Provide details on how the tribe will contribute in-kind resources to the project. In kind resources can include labor, disposal fees, heavy equipment, administrative overhead, etc...and can include other federal sources of assistance.

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**Proposals to
Develop and Implement Cleanup, Closure, and Post-closure Programs for
Open Dump Waste Sites in Indian Country
continued**

7. Documentation of any federal entities that contributed solid waste to the site (this information is needed to assist in determining potential federal funding sources for specific proposals or sites).
8. Information showing that the tribe has successfully executed funding agreements with IHS or other federal agencies, if applicable
9. Provide details on past workgroup funding progress (if applicable).
If a tribe has previously received funding under the Open Dump Cleanup Project, report the progress of that funding.
10. Confirmation that the tribe has forged partnerships and can obtain technical assistance from appropriate federal (e.g., BIA, IHS) or non-federal sources (e.g., adjacent community, state, university), if applicable. This can include letters of support, grant awards, etc..

Appendix A

PROPOSAL SYNOPSIS/ABSTRACT

Tribal Nation or Consortium:

Project Manager:

Phone Number:

E-mail Address:

Mailing Address:

Proposal Category (Check Only One):

- Proposal to characterize/assess open dumps
- Proposal to develop Integrated Solid Waste Management (ISWM) Plans and Tribal Codes and Regulations
- Proposal to develop and implement alternative solid waste management activities/facilities
- Proposal to develop and implement cleanup, closure, and post-closure programs for open dump waste sites

Estimated Budget (fill out all that are applicable):

Description of Activities	Cost:	Comments:
personnel costs (i.e, man-hour costs)		
fringe benefits		
outside contract costs		
travel and training		
equipment (purchase and rental)		
supplies		
other costs		
TOTAL		

Estimated Project Duration (months):

Estimated Project Start Date, if funded by July 2004:

Name of Authorized Representative and Title:

Telephone Number:

Signature of Authorized Representative:

Date:

PROPOSAL SYNOPSIS/ABSTRACT

Date of Receipt (to be filled in upon receipt of proposal):