



**TRIBAL SOLID WASTE  
INTERAGENCY WORKGROUP**

**FY 2005**

**TRIBAL OPEN DUMP CLEANUP PROJECT  
SOLICITATION**

**INSTRUCTIONS FOR  
SUBMITTING PROPOSALS**

**Proposals must be received by close of business on January 31<sup>th</sup> 2005  
Proposals received after the closing date will not be considered  
Please plan ahead and do not rely solely on overnight mail to meet this deadline**

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**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 Tribal Open Dump Cleanup Project (Cleanup Project) helps tribes: (1) close or clean up high-threat open dumps; (2) develop alternative disposal options, and; (3) establish integrated solid waste management and enforcement programs.

**Background:** The Tribal Solid Waste Interagency Workgroup (Interagency Workgroup) coordinates federal assistance to tribes to help them comply with the municipal solid waste landfill criteria (40 CFR Part 258), establish integrated solid waste management programs, and eliminate 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); and the Bureau of Land Management (BLM); the Departments of Agriculture, Defense, and Housing and Urban Development.

The Workgroup is soliciting proposals for its sixth year of the Cleanup Project. Since FY99, the Workgroup has funded approximately \$13.4 million in projects. In FY04, the Interagency Workgroup made approximately \$2.5 million available to fully or partially fund 23 selected projects. A similar amount of funding is projected for FY05.

**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. Since tribes may be at different stages in developing and implementing sustainable solid waste management plans, they can apply for any one of the four proposal categories listed below.

- \* **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 a separate proposal 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 and, because agency requirements differ, additional forms and information may be required to complete the process.

## II. ELIGIBILITY

Eligible recipients of funding for the FY05 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: Proposals must be received by EPA HQ no later than January 31, 2005.** Only original signed documents; no faxes or e-mails will be accepted to meet this deadline. Do not rely solely on overnight mail to meet this deadline.
- < **SELECTION SCHEDULE:** The Workgroup expects to make decisions on proposals selected for further development by April 30, 2005. All tribes will be notified by letter of the status of their proposal by the end of May 2005. The letter will be sent to the signer of the submitted proposal cover letter or tribal resolution. While tribes will be notified by the end of May, actual assistance will take place when the project is finalized by the supporting agency.
- < **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](mailto:dege.chris@epa.gov)>

or

**Charles Bearfighter Reddoor**  
**US Environmental Protection Agency**  
**Office of Solid Waste**  
**(703) 308-8245**  
<[reddoor.charles@epa.gov](mailto: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: **I** by US Postal Service; or **II** by commercial delivery service.

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

#### **I** ADDRESS TO SEND THE PROPOSAL IF USING THE U.S. POSTAL SERVICE:

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

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

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

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

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 Abstract Sheet (Appendix A of this solicitation)**

- identify proposal category from the boxed list on the abstract sheet;
- name of tribe/tribal organization;
- project director name, address, and phone/fax numbers.
- SDS Number. Projects eligible for IHS funding are listed in the Sanitation Deficiency System (SDS). Contact your IHS Area Office of Environmental Health and Engineering (OEHE) to determine if your project is eligible for funding by IHS. (Required for IHS funding, only.)
- Is the project site listed in Appendix D of the IHS 1998 Report, Open Dumps on Indian Lands? The 1998 report and Appendix D are at <http://www.dsfc.ihs.gov/documents.cfm>. (optional to assist in further identifying the site).

### 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
  - justification for one of the four proposal categories in this solicitation.

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

**Completed  
Abstract  
Sheet**

**(Appendix A of  
Solicitation)**

**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 addition to submitting the required information listed on page 6 of this solicitation, the following information is required for proposals to characterize/assess an open dump site:**

- a. Background summary of the open dump(s) site, including information indicating that the site is located on reservation/tribal land.
- b. General description of the site(s) and surrounding area(s), with:
  - a description of the population near the site(s), and
  - any historical areas/schools/elderly population centers/ hospitals/ waterways/etc., near the site.
- c. Description of the site's threat to human health and the environment.
- d. 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.
- e. Description of the tribe's current solid waste management practices.
- f. Description of the tribes future plans for solid waste management.
- g. 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 federal sources of assistance.
- h. Progress of projects previously awarded under the Open Dump Project (if applicable).

## **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.

**In addition to submitting the required information listed on page 6 of this solicitation, the following information is required for proposals to develop integrated solid waste management plans and tribal codes and regulations:**

- a. Timetable of activities involved in developing and implementing the tribal ISWM plan and tribal codes and regulations.
- b. Description of the types of activities the ISWM plan will likely include such as:
  - tribal solid waste codes;
  - tribal official or entity responsible for operating and maintaining the solid waste system or facility;
  - regulations with fee structures;
  - solid waste enforcement programs;
  - 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 (for example, does the proposal include substantial tribal involvement in developing the ISWM plan?).
- d. 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 federal sources of assistance.
- e. Progress of projects previously awarded under the Open Dump Project (if applicable).

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

**In addition to submitting the required information listed on page 6 of this solicitation, the following information is required for proposals to develop and implement alternative solid waste management activities/facilities:**

- a. Certify or include a copy of the tribal integrated solid waste management (ISWM) plan, with codes, ordinances, and enforcement mechanisms.
- b. Details and demonstration that the ISWM plan is being implemented by the tribe.
- c. Details on how the proposal will fund and lead to the development of ultimate disposal options, including:
  - 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.
- d. 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 federal sources of assistance.
- e. Progress of projects previously awarded under the Open Dump Project (if applicable).

## **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 an 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 (e.g., waste pickup program, approved transfer station, etc.... to ensure that after cleanup of the site a new open dump will not be created elsewhere to replace the one cleaned up).

**In addition to the above requirements, and submitting the required information listed on page 6 of this solicitation, the following information is required for proposals to develop and implement cleanup of open dump sites:**

1. Background summary of the open dump(s) site, including:
  - details on the site's threat to human health and the environment.
  - confirmation that the site is located on reservation/tribal land.
  - if the site is not located on reservation/tribal land, indicate where it is located in relationship to reservation/tribal lands and how it is having an adverse impact on tribal lands or resources.
2. Cleanup Requirements:
  - description of how the project will identify, quantify, monitor, and test the site and its cleanup.
  - description of project's cleanup activities.
3. Closure Requirements:
  - plans and procedures to ensure that the site will be closed and remain closed so a new open dump will not be created on the site.
4. Post-Closure Requirements:
  - 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:
  - 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. 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 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.
9. Progress of projects previously awarded under the Open Dump Project (if applicable).
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 ABSTRACT

<b>Tribal Nation or Consortium:</b>		<b>Project Manager:</b>
		<b>Phone Number:</b>
		<b>E-mail Address:</b>
<b>Mailing Address:</b>		
<b>Proposal Category (Check Only One Per Proposal Submitted):</b>		
<input type="checkbox"/> Proposal to characterize/assess open dumps <input type="checkbox"/> Proposal to develop Integrated Solid Waste Management (ISWM) Plans and Tribal Codes and Regulations <input type="checkbox"/> Proposal to develop and implement alternative solid waste management activities/facilities <input type="checkbox"/> Proposal to develop and implement cleanup, closure, and post-closure programs for open dump waste sites		
<b>IHS SDS Number</b> (if there is one; contact your IHS Area Office of Environmental Health and Engineering ):		
<b>Is this site listed in Appendix D of the IHS 1998 Report, Open Dumps on Indian Lands? If yes, provide the FDS number and Description from Appendix D:</b> _____		
<b>Estimated Budget (fill out all that are applicable):</b>		
<b>Description of Activities</b>	<b>Cost:</b>	<b>Comments:</b>
personnel costs (i.e, man-hour costs)		
fringe benefits		
outside contract costs		
travel and training		
equipment (purchase and rental)		
supplies		
other costs		
<b>TOTAL</b>		
<b>Estimated Project Duration (months):</b>		
<b>Estimated Project Start Date, if funded by July 2005:</b>		
<b>Name of Authorized Representative and Title:</b>	<b>Telephone Number:</b>	
<b>Signature of Authorized Representative:</b>	<b>Date:</b>	