



Solid Waste Infrastructure for Recycling Subaward Grants Request for Proposals

*Division of Environmental Assistance and Customer Service
N.C. Department of Environmental Quality*

The purpose of this grant program is to provide Solid Waste Infrastructure for Recycling (SWIFR) Subaward Grants to local governments for projects that will increase the diversion of materials from landfill disposal. The North Carolina Department of Environmental Quality's (NCDEQ) Division of Environmental Assistance and Customer Service (DEACS) administers this grant program through funding from the United States Environmental Protection Agency (EPA), Grant 02D58923, Solid Waste Infrastructure for Recycling (SWIFR) Grant for States and Territories.

Successful applicants will enter into contracts with the North Carolina Department of Environmental Quality (NCDEQ), the pass-through entity, to become subrecipients of the EPA grant. This Request for Proposals (RFP) and the resultant grant contract include [applicable federal requirements](#) that pass down to the grantee as a subrecipient of EPA funding.

With the release of this RFP, DEACS seeks proposals that help North Carolina communities establish or expand programs to increase the diversion of materials from landfill disposal, resulting in measurable recovered tonnage. Applicants should carefully read this entire RFP prior to submitting a proposal.

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Proposals Due: Thursday, February 11, 2027, by 5:00 P.M.

Project Period: July 1, 2027 – June 30, 2028

Grant Funding: Any amount up to \$100,000

Cash Match: None required

Who is Eligible?

Local governments, defined as counties, municipalities, councils of governments and solid waste authorities, are eligible to apply for funding from the grant program.

What Types of Projects Are Eligible?

DEACS seeks viable, well-planned proposals from North Carolina local governments for projects that will increase the diversion of materials from landfill disposal, resulting in measurable recovered tonnage. This may be accomplished by establishing new or expanding existing recycling or composting programs, including expanding access for increased participation. This grant program supports the goals of the [2024-2034 Statewide Solid Waste and Materials Management Plan](#), which prioritizes growth of the circular economy and preservation of existing landfill capacity. Grant money may be used to purchase equipment, vehicles, or infrastructure and may include education materials that are directly associated.

Projects are subject to requirements of the National Environmental Policy Act, which require a substantive review and assessment for any construction or ground disturbance activities. For this reason, eligible projects are limited to equipment, containers, or vehicles that do not involve construction, ground disturbance, or fixed installation.

Other federal requirements that may be applicable, depending on the project, include:

- Build America, Buy America Act
- Davis-Bacon and Related Acts
- Others as outlined in the [EPA Subrecipient Cross Cutter Requirements](#)

See the [Special Requirements](#) section for more details.

Examples of Grant Projects

Examples of eligible grant projects include but are not limited to:

- Material handling equipment and/or containers to manage special waste streams such as construction and demolition debris, yard waste, or food waste.
- Containers and signage to expand the collection of household recyclables or special recyclables (e.g., electronics, batteries, textiles) at convenience centers or drop-offs.
- Collection infrastructure such as trucks, containers, and carts to implement or improve residential or commercial recycling or composting programs.

Eligible Expenses

Grant funds may be used to purchase equipment, vehicles, or infrastructure that do not involve construction, ground disturbance, or the installation of fixed equipment. Grant funds may also be used to purchase education materials that are directly associated with the equipment, vehicles, or infrastructure proposed with this project.

Ineligible Expenses

Grant funds may **not** be used for construction, site development, labor, employee salaries, administrative expenses such as overhead, utility costs, contracted collection costs, and / or

payment for other contracted recycling services such as payment to a vendor for operating a household hazardous waste collection event.

How Grant Funds Work

Grant funds are distributed on a reimbursement basis. Purchases must be made during the grant contract period and requests for reimbursement can be made after the grantee has paid for grant purchases and they have been delivered. State and local sales taxes are not reimbursable and should be excluded from grant expenditure totals. DEACS offers partial reimbursements throughout the contract period and will continue to reimburse grantees until 90% of the award amount has been expended, withholding 10% of funds until receipt of an approved final report.

Available Funding

Eligible applicants may request any amount of grant funding up to a **maximum of \$100,000**. The total available funding for the grant program is \$283,000.

Cash Match

The SWIFR Subaward Grants do not require a cash match, but the grantee is responsible for covering any project costs that exceed the awarded grant amount or fall outside the list of eligible expenses.

Contract Period

Successful grant applicants will be required to enter a grant contract with NCDEQ and will become a subrecipient of the EPA funding. The resultant grant contract period is one year and is expected to begin on July 1, 2027, and end on June 30, 2028. **All purchases must be made within the grant contract period. Any purchases made prior to the start of the grant contract or after the end date of the grant contract will not be eligible for reimbursement.**

The grantee must make a good faith effort to complete the project within the year-long contract period. Extensions up to one year are possible but are not guaranteed and may not extend beyond June 30, 2029. Requests for no-cost time extensions must be submitted to DEACS at least 30 days prior to the contract expiration date. Upon approval, the contract end date will be extended by written agreement between the applicant and DEQ. Funds not expended by the end of the contract period will be forfeited.

How to Submit a Proposal

Grant proposals must be submitted by email to alex.miller@deq.nc.gov. Receipt of all proposals will be acknowledged by email. **If you do not receive confirmation, contact Alex Miller at 919-707-8190 as soon as possible.** It is the responsibility of anyone submitting a proposal to contact

DEACS if they do not receive a confirmation email. Please submit electronic versions of proposals as Microsoft Word (preferred) or Adobe (PDF) files.

Deadline for Proposals

Proposals must be received by 5:00 p.m. on Thursday, February 11, 2027. Proposals received after the deadline will not be considered. Local governments requiring board approval to apply for grant funds should plan to procure that approval before the submittal deadline.

Conditions of Submittals

- **Only one proposal per eligible entity will be accepted.** Applicants may combine funding requests for multiple types of projects into one proposal. Available funding limits still apply.
- Joint proposals, in which multiple local governments partner on a project, are allowed. Any local government participating in a joint project may not submit additional proposals.
- Eligible entities with active DEACS grant contracts (e.g., Community Waste Reduction and Recycling Grant, Food Waste Reduction Grant, Helene Recovery Recycling Infrastructure Grant) may apply as long as any open grants are in good standing and expected to be completed on time.
- Applicants for SWIFR Subaward Grants may apply for funding through the 2027 Community Waste Reduction and Recycling Grant program for a separate and distinctly different project. Applicants may not apply to two grant programs for the same project or include any overlapping purchases.

How Proposals Are Evaluated

The selection committee will use the pre-established Award Criteria identified below to rank proposals and make award decisions. Applicants are encouraged to consider the award scoring criteria as they develop their grant proposals. A total of 100 points is available.

Award Criteria

1. **Landfill Diversion (0-30 points):** Will the project result in increased diversion from landfill disposal, either by creating a new diversion program or expanding an existing program? How many tons are expected to be diverted from the waste stream and how will the applicant measure and report the diversion? What types of recyclable or compostable materials will be diverted? Will the project contribute substantially toward reduction of the local waste stream?
2. **Demonstration of Need (0-20 points):** Does the proposed project address a specific equipment or infrastructure need for the community?

3. **Planning (0-25 points):** Does the proposal clearly address all Required Proposal Questions and Special Requirements? Is the proposal descriptive, well-researched, and backed by valid facts and assumptions? Is the project consistent with recycling or composting industry best management practices?
4. **Efficiency / Cost-effectiveness (0-15 points):** Does the project make investments that will continue to serve the community for years to come? Are the investments of the project cost-effective? Is it clear that the project is efficient and will be sustainable after the grant is complete?
5. **Impact (0-10 points):** How many households or businesses will the proposed project serve? Will the project be accessible by the entire jurisdictional community? Does the proposal include elements to engage with the community and effectively inform customers about the new or expanded diversion program?

A Final Word on Grant Writing

Funding is limited, and it is anticipated that the grant proposals will be highly competitive. For this reason, it is important that projects are well-planned and that applicants clearly and fully address the [Required Proposal Questions](#). Applicants are strongly encouraged to contact Alex Miller (alex.miller@deg.nc.gov or 919-707-8190) to discuss potential grant projects prior to submitting a proposal.

If Selected for Funding

DEACS anticipates that applicants selected to receive grant funding will be notified with a formal offer by email in April 2027. The applicant must accept or decline the offer.

DEACS may award grant amounts lower than the amount requested by an applicant in an effort to support as many qualifying projects as possible.

- If partial funding is awarded and accepted, applicants will update their proposal to reflect the new grant amount.
- Any changes to initial proposals must be approved by DEACS and the applicant and the resultant final grant proposal will become an attachment to the grant contract.

Successful Applicant Requirements

- Register with the state's eProcurement system using the same address provided in the applicant's proposal. To register in the state's e-procurement system or confirm/update your existing registration, please visit [North Carolina eProcurement](#).
- Provide your federal tax ID number.

- Provide your federal Unique Entity Identifier. Applicants can register to obtain a Unique Entity Identifier from the [System for Award Management](#) website.
- Submit the following three Grant Application Forms. Forms are available at the bottom of the [DEACS Grant Opportunities](#) webpage:
 - **No Overdue Taxes Certification** with notarized signature, current within 90 days of the estimated contract start date.
 - **Conflict of Interest Policy** using the template available or submitting a copy of your organization's existing policy.
 - **Substitute W-9 Form.**
- All applicants selected for funding will undergo a risk assessment which evaluates factors such as prior experience in managing grants, previous audits, personnel, and policies or procedures for execution and oversight. Applicants will be required to complete a Risk Assessment Questionnaire to collect necessary information. The results of the risk assessment, along with the scope and complexity of the approved project, will determine the level of monitoring throughout the course of the project, subject to adjustments at the discretion of the DEACS grant manager.
- All applicants selected for funding will undergo a compliance review to ensure that they do not have an outstanding Notice of Violation (NOV) related to North Carolina solid waste statutes and rules. Any outstanding NOVs must be corrected to the satisfaction of the N.C. Division of Waste Management (DWM) prior to any grant being awarded. Applicants with outstanding NOVs are responsible for providing DEACS with information from DWM indicating that the community is in compliance and that the NOVs have been corrected before a grant contract can be initiated.
- DEACS will submit a request through the NCDEQ contract processing system for a grant contract. Grantees must act to execute the resultant grant contract without excessive delay.

Other General Terms and Conditions

Terms and conditions will be outlined in the grant contract. In addition, all grantees are subject to the following terms and conditions:

- **Project status updates and site visits:** Grantees should expect frequent communication with their DEACS grant manager and site visits from DEACS and/or EPA staff. Grantees should be able to provide project status updates upon request.
- **Quarterly reports:** Quarterly status reports will be required throughout the duration of the contract period. DEACS grant manager will provide a report template.

- **Final reports:** A comprehensive final report is required at the end of the project. A draft must be submitted to DEACS at least 30 days prior to the contract end date and a final report must be submitted by the contract end date. DEACS grant manager will provide a report template.
- **Certifications:** Subrecipients must certify to DEACS whenever applying for funds, requesting payment, and submitting financial reports: "I certify to the best of my knowledge and belief that the information provided herein is true, complete, and accurate. I am aware that the provision of false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative consequences including, but not limited to violations of U.S. Code Title 18, Sections 2, 1001, 1343 and Title 31, Sections 3729-3730 and 3801-3812."
- **Reimbursement:** Distribution of grant funds are made on a reimbursement basis. Instructions will be provided by the DEACS grant manager. Reimbursement requests must include copies of invoices and proof that the grantee has made payment. Proof of payment may include copies of canceled checks or other financial reports showing that funds were spent. State and local sales taxes are not reimbursable, may not be counted towards expenditure requirements, and should be excluded from reimbursement requests. The amount of actual grant payments may be prorated for projects and / or project elements that come in under budget. **Purchases made before a grant contract is signed by both NCDEQ and the grant recipient will not be reimbursed.**
- **Final 10 Percent of Funds:** DEACS will reimburse grantees 90 percent of eligible grant funds, withholding 10 percent of grant funds until receipt of an approved final report. The final report must be received and approved prior to the end date of the contract.
- **Publications:** All documents and publications associated with a grant contract should be sent to the DEACS grant manager for review and approval prior to printing or publishing and should be printed on recycled paper containing at least 30 percent post-consumer content.
- **Use of EPA and NCDEQ Logos:** If the EPA and/or NCDEQ logo(s) are appearing along with logos from other participating entities on websites, outreach materials, or reports, it must not be prominently displayed to imply that any of the subrecipient's activities are being conducted by the EPA and/or NCDEQ. Instead, the EPA and/or NCDEQ logo(s) should be accompanied with a statement indicating that the [Subrecipient NAME] received financial support from the EPA under a NCDEQ Assistance Agreement. See the [EPA's Logo and Seal Requirements](#) for more information.
- **Extensions / Amendments:** No-cost time extensions are possible but not guaranteed for grant contracts. Grantees seeking no-cost time extensions should submit a request for a time extension at least thirty (30) days prior to the contract end date. **Extensions beyond June 30, 2029 are not possible.**

SWIFR Subaward Grant

Required Proposal Questions

The following list indicates what applicants must include in their proposal for it to be considered complete. Proposals that fail to provide all the required information or that fail to follow this format may not compete well and may not be considered for funding.

Applicant Information

1. Provide the following applicant information:

- Organization Name
- Name & Title of Main Contact
- Phone Number
- Email Address
- Mailing Address, Zip Code, County
- Facility Address (if different)

2. Date of Proposal Submittal

3. Certification: Include the following certification in accordance with 2 CFR 200.415(b):

"I certify to the best of my knowledge and belief that the information provided herein is true, complete, and accurate. I am aware that the provision of false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative consequences including, but not limited to violations of U.S. Code Title 18, Sections 2, 1001, 1343 and Title 31, Sections 3729-3730 and 3801-3812."

Project Description

Provide responses to each of the following prompts below. Applicants are encouraged to provide a clear project description and consider the [Award Criteria](#) as they describe the project elements. *(The relevant Award Criteria are listed below each prompt.)*

1. Describe the proposed project and identify specifically what items (and how many) you intend to purchase with grant funds. Explain how the project will implement a new diversion program or improve an existing diversion program. Provide a list of the materials that will be accepted and indicate where they will be taken for processing or marketing. *(Relevant Award Criteria: Planning; Landfill Diversion)*

2. What is the anticipated service life for the items or materials to be purchased with grant funds? Estimate how long the project will continue to serve the community and how you will financially and operationally sustain the project after the grant ends.
(*Relevant Award Criteria: Planning; Efficiency/Cost Effectiveness*)
3. How does the proposed project address a specific recycling, composting, or waste reduction need for the community? How and why were the materials chosen as diversion targets for the project (i.e., prevalent in the landfill, valuable to recover, toxic or hazardous, landfill-banned material)?
(*Relevant Award Criteria: Demonstration of Need*)
4. How many households or businesses will be impacted by or have access to the new or expanded program? Will the project be accessible by the entire jurisdictional community? How will you communicate about the program to inform users and ensure successful participation?
(*Relevant Award Criteria: Planning; Impact*)
5. What materials and how many tons of each are expected to be diverted from landfill disposal annually as a result of the proposed project? Explain how you came up with the estimate. How will you measure the diversion impact of the project?
(*Relevant Award Criteria: Landfill Diversion*)
6. Describe any partnerships associated with the proposed project. Please include documentation of support from any partner entities.
(*Relevant Award Criteria: Planning; Impact*)

Timeline

Provide a simple bulleted list showing approximate dates for major project milestones. The timeline must show milestones over the course of the proposed project term and include quarterly status reports and a comprehensive final report. Please follow the example timeline below:

- July 1, 2027: Contract start date.
- September 1, 2027: Collection truck and carts ordered. (*adjust based on proposed project*)
- October 1, 2027: Submit quarterly report to DEACS. (*required*)
- November 1, 2027: Collection truck, carts and educational materials purchased, and recycling program launched. (*adjust based on proposed project*)
- January 1, 2028: Submit quarterly report to DEACS. (*required*)
- April 1, 2028: Submit quarterly report to DEACS. (*required*)

- May 31, 2028: Submit all invoices and draft Final Report to DEACS. *(required)*
- June 30, 2028: Contract end date. Submit Final Report to DEACS. *(required)*

Budget

Complete the following tables below. The Budget Items table should include an itemized list of intended expenditures and estimated costs. The Budget Allocation table should reflect the total budget with breakdown of grant funds requested and amount of matching funds to be provided by the applicant.

REQUIRED: Attach quotes from vendors for the proposed items.

Budget Items <i>(sample)</i>	Estimated Cost*
Recycling Carts for Residential Curbside Program	\$85,000
Educational Materials and Labels for Carts	\$10,000
Collection Truck	\$125,000
Total Budget	\$220,000

Budget Allocation <i>(sample)</i>	Budget Share*
Total Budget (total from above)	\$220,000
Grant Request (max \$100,000)	\$100,000
Additional Funds Covered by Grantee	\$120,000

**Note: State and local sales taxes are not reimbursable expenditures and should not be included as part of proposed grant budgets.*

SWIFR Subaward Grant

Special Requirements

The SWIFR Subaward grant is funded by EPA and all awarded contracts are subject to applicable federal requirements. All applicants must acknowledge the following:

1. Build America, Buy America: All purchases shall comply with applicable provisions of the [Build America, Buy America \(BABA\) Act](#). Manufactured products, construction materials, and iron and steel must be produced in the United States, consistent with BABA provisions. Subrecipient will ensure appropriate documentation and certification of compliance is obtained.

Note: EPA has approved a waiver for small projects in which the total project cost is less than \$250,000. This waiver exempts small projects from BABA requirements and is effective through September 26, 2027.

2. Davis-Bacon and Related Acts: By accepting an offered award, subrecipient acknowledges and agrees to the terms and conditions provided in the [Davis-Bacon and Related Acts requirements for EPA subrecipients](#). Davis-Bacon and Related Acts require payment of prevailing wage rates for laborers and mechanics on service contracts of \$2,000 or more; prohibit a contractor or subcontractor from inducing an employee into giving up any part of the compensation to which he or she is entitled; and require overtime wages to be paid for over 40 hours of work per week under contracts in excess of \$100,000.
3. National Environmental Policy Act: If the subrecipient is performing equipment installation or construction activities, they must first coordinate with the DEACS Grant Manager, who will consult with the EPA Project Officer, to ensure that the project complies with the National Environmental Policy Act, as well as any other applicable environmental cross-cutter review requirements.