

NORTHWEST MISSOURI REGIONAL SOLID WASTE MANAGEMENT DISTRICT

Sample Financial Assistance Agreement

Under authority of RSMo and subject to pertinent legislation, regulations and policies Applicable to RSMo 260.330 and RSMo 260.335

Project Number: A2019-00		Budget Period: Fiscal 2019
Project Type: RE		Project Start Date: July 1, 2018 Completion Date: June 30, 2019
Recipient Name:	Address:	Phone:

Recipient Project Manager:

Project Title and Description:

Project Funding	Amount	Percentage
Grant Funds:	\$0	
Carryover:	\$	
Interest:	\$0	
Grant Total:	\$	Grant 80 %
Cash Match/In-kind Match:	\$	Match 20 %
TOTAL PROJECT BUDGET:	\$	100 %

This agreement for financial assistance is made and entered into by and between Northwest Missouri Regional Solid Waste Management District, 114 W. 3rd Maryville, MO 64468, and
for a period not to exceed twelve (12) months or as approved by the NWMRSWMD Executive Board.

The Recipient agrees that it will administer this agreement in accordance with:

- All applicable federal and state laws and regulations including but not limited to 260.200 through 260.335, RSMo, 10 CSR 80-9.050 and 285.530.5 RSMo.
- Applicable Solid Waste Management Program and SWMD guidelines.
- Project Title(s), Descriptions(s), and Requested Amount(s) (See attached Scope of Work)
- Budget (See attached Budget Agreement)
- Invoice (See Attached Invoice Form)
- General Terms and Conditions (Available online at http://www.nwmorcog.org/files/5214/6782/4989/GTC_FY17_03-01-16.pdf or email: linda@nwmorcog.org or in print at the SolidWaste Management District office)
- Purchasing activities will be conducted according to state regulations per Chapter 34, RSMo, and Department of Procurement Authority Delegation and Procedures.

The assistance as described herein is hereby offered and accepted effective upon signature of authorized officials:

SOLID WASTE MANAGEMENT DISTRICT		GRANT RECIPIENT	
_____ Chairman	_____ Date	_____ Recipient	_____ Date

**Northwest Missouri Regional Solid Waste Management District
Financial Assistance Agreement - Other Requirements**

Reporting - Performance reports shall be submitted at least quarterly throughout the life of the project. A final report is to be completed and submitted to the Northwest Missouri Regional Solid Waste Management District 14 days after project completion. The report form provided from the District shall include the status of the project, any problems, the project's progress and projected completion date. **Reports are due on the first Friday of April, July, October, and January. The final report is due no later than 14 days from project completion. All records must be retained for a period of 3 years.**

If acquiring equipment, which is defined as items with a useful life greater than one year and a purchase price of \$5,000 or more, shall provide an annual waste material diversion tonnage report for a period of up to four (4) years after the expiration of the grant period, but no longer than a five (5) year period in total.

Security Interest - The District Subgrantee hereby agrees to apply the funding provided for equipment to the purchase of the equipment specified in the FAA as negotiated with the District. Security interest shall be retained for a minimum of 5 years for buildings, building site improvements or equipment costing five thousand dollars or more and purchased, in whole or in part, with SWMF monies.

The security interest in equipment owned by the District Subgrantee shall be equivalent to the amount of funding provided by the District for the purchase of the equipment. Unless the SWMP or District notifies the District Subgrantee in writing of a material breach of the FAA or any documents incorporated herewith, the security interest of the District may decrease at a rate of 20% per year, beginning one year from the purchase date shown on the equipment invoice.

Bidding - Recipients of grant funds are required to obtain bids for all purchases according to the schedule defined in RSMO 34.040 and as approved by the NWMRSWMD Executive Board.

Purchases of \$0 - 3,000.00	Do Not Require Bids
Purchases of \$3,001.00 - 24,999.99	Require three (3) written bids
Purchased of \$25,000.00 or Higher	Require minimum of three (3) competitive bids, advertised in at least two daily newspapers at least five (5) days before bid opening

General Terms and Conditions - The Recipient, upon signing this agreement, agrees to follow all General Terms and Conditions available online at http://www.nwmorcog.org/files/5214/6782/4989/GTC_FY17_03-01-16.pdf, by email: linda@nwmorcog.org or in print at the Solid Waste Management District office.

Invoice – Recipient will request reimbursement using the Invoice form attached. Invoices must be accompanied by documentation for both expenses and in-kind or cash match and be reviewed by the Environmental Planner. Payment must be approved by the Northwest Regional Solid Waste Management District Executive Board at a posted meeting. Each invoice must reflect the original grant to match ratio as stated on the application. 15% of the grant amount will be held until the end of the project period not to be released until the subgrantee has met all reporting requirements and Executive Board gives final approval of final report and final accounting of project expenditures.

**Northwest Missouri Regional Solid Waste Management District
Financial Assistance - Scope of Work Agreement**

Grant Recipient:

Project Executive Summary:

Project to include the following tasks:

As the Grant Recipient, by signing the Financial Assistance Agreement I do hereby certify that the scope of work will be accomplished within the project time period as above stated.

Northwest Missouri Regional Solid Waste Management District, Region A

Budget Form

Budget Category	Solid Waste District	*Subgrantee		Total Cost
	Requested Funds	Cash Match	In-Kind Match	
Personnel – List each employee paid with District grant funds				
Fringe Benefits				
Contractual Services – List each professional service being paid with District grant funds				
Equipment – List equipment to be purchased with District grant funds and provide documentation for any item costing \$3,000 and over				
Supplies – List supplies to be purchased with District funds				
Travel – Max reimbursement \$.37/mile (may change according to state mileage rate standard)				
In-State: Miles \$				
Transportation				
Meals				
Lodging				
Incidentals				
Out-of-State: Miles \$				
Transportation				
Meals				
Lodging				
Incidentals				
Other – List all other items to be paid with District grant funds				
Total Direct Charges				
Total Indirect Charges				
Total Project Budget				

* Match can be in the form of cash match or in-kind match. Please include an explanation of these costs in your budget notes. You must include documentation for any grant-funded purchase or service costing over \$3,000. This budget may be amended by the NWMRSWMD, with the agreement of the applicant for budgetary or other purposes.