

**QUESTIONNAIRE FOR FILING PROPOSED RULES AND REGULATIONS**  
**WITH THE ARKANSAS LEGISLATIVE COUNCIL AND JOINT INTERIM COMMITTEE**

DEPARTMENT/AGENCY Arkansas Dept. of Parks & Tourism  
DIVISION Keep Arkansas Beautiful  
DIVISION DIRECTOR Robert Phelps  
CONTACT PERSON Robert Phelps  
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**INSTRUCTIONS**

- A. Please make copies of this form for future use.
- B. Please answer each question **completely** using layman terms. You may use additional sheets, if necessary.
- C. If you have a method of indexing your rules, please give the proposed citation after "Short Title of this Rule" below.
- D. Submit two (2) copies of this questionnaire and financial impact statement attached to the front of two (2) copies of the proposed rule and required documents. Mail or deliver to:

**Donna K. Davis**  
**Subcommittee on Administrative Rules and Regulations**  
**Arkansas Legislative Council**  
**Bureau of Legislative Research**  
**Room 315, State Capitol**  
**Little Rock, AR 72201**

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- 1. What is the short title of this rule?  
  
Guidelines for Keep Arkansas Beautiful Grants
- 2. What is the subject of the proposed rule?  
  
This rule establishes financial assistance to qualifying Affiliates through grant opportunities to further training and professional development.
- 3. Is this rule required to comply with federal statute or regulations? Yes \_\_\_\_\_ No  x   
  
If yes, please provide the federal regulation and/or statute citation.
- 4. Was this rule filed under the emergency provisions of the Administrative Procedure Act?  
Yes \_\_\_\_\_ No  x   
  
If yes, what is the effective date of the emergency rule? \_\_\_\_\_  
  
When does the emergency rule expire? \_\_\_\_\_  
  
Will this emergency rule be promulgated under the permanent provisions of the Administrative Procedure Act? Yes \_\_\_\_\_ No \_\_\_\_\_

5. Is this a new rule? Yes  No  If yes, please provide a brief summary explaining the regulation.

Four grant opportunities providing financial assistance to Keep Arkansas Beautiful and Keep America Beautiful Affiliates to attend formal training offered by these organizations and to assist in local program development projects are established under this rule.

Does this repeal an existing rule? Yes  No  If yes, a copy of the repealed rule is to be included with your completed questionnaire. If it is being replaced with a new rule, please provide a summary of the rule giving an explanation of what the rule does.

Is this an amendment to an existing rule? Yes  No  If yes, please attach a mark-up showing the changes in the existing rule and a summary of the substantive changes. Note: The summary should explain what the amendment does, and the mark-up copy should be clearly labeled "mark-up."

6. Cite the state law that grants the authority for this proposed rule? If codified, please give Arkansas Code citation.

ACA 15-11-603

7. What is the purpose of this proposed rule? Why is it necessary?

Training and networking opportunities offer Affiliates access to knowledge and resources that can enhance and benefit their environmental programs. We wish to encourage and enable key affiliate individuals to attend appropriate professional development training toward the goal of directing better informed and stimulated participation in local and state program efforts. Without financial assistance, many Affiliate communities would be unable to provide funding for this training.

8. Will a public hearing be held on this proposed rule? Yes  No

If yes, please complete the following:

Date: September 26, 2002

Time: 2:00 p.m.

Place: ADPT Conference Room 4A-400, One Capitol Mall, Little Rock, AR 72201

9. When does the public comment period expire for permanent promulgation? (Must provide a date.)  
September 26, 2002

10. What is the proposed effective date of this proposed rule? (Must provide a date.)  
October 15, 2002

11. Do you expect this rule to be controversial? Yes  No  If yes, please explain.

12. Please give the names of persons, groups, or organizations that you expect to comment on these rules? Please provide their position (for or against) if known.

Robert Phelps, KArB Executive Director: speaking for the proposed rule. No known individual or group is expected to speak against the proposed rule.

**FINANCIAL IMPACT STATEMENT**

**PLEASE ANSWER ALL QUESTIONS COMPLETELY**

**DEPARTMENT** Arkansas Dept. of Parks & Tourism  
**DIVISION** Keep Arkansas Beautiful  
**PERSON COMPLETING THIS STATEMENT** Robert Phelps, Executive Director  
**TELEPHONE NO.** 501-682-3507 **FAX NO.** 501-682-1364 **EMAIL:** robert.phelps@mail.state.ar.us

To comply with Act 1104 of 1995, please complete the following Financial Impact Statement and file two copies with the questionnaire and proposed rules.

**SHORT TITLE OF THIS RULE** Guidelines for Keep Arkansas Beautiful Affiliate Grants

1. Does this proposed, amended, or repealed rule or regulation have a financial impact?  
Yes  No
2. If you believe that the development of a financial impact statement is so speculative as to be cost prohibitive, please explain.

The impact on the public is positive: this rule offers communities financial assistance and Opportunity to train individuals to be more effective as coordinators of their Affiliate's Environmental improvement programs. The funds that will be provided for these grants Through Keep Arkansas Beautiful revenue represents a benefit toward developing more Knowledgeable and inspired leadership and participation in local and state environmental Efforts, thus serving the public welfare through increased environmental stewardship.

3. If the purpose of this rule or regulation is to implement a federal rule or regulation, please give the incremental cost for implementing the regulation. Please indicate if the cost provided is the cost of the program.

**Current Fiscal Year**

**Next Fiscal Year**

General Revenue Not applicable  
Federal Funds \_\_\_\_\_  
Cash Funds \_\_\_\_\_  
Special Revenue \_\_\_\_\_  
Other (Identify) \_\_\_\_\_

General Revenue \_\_\_\_\_  
Federal Funds \_\_\_\_\_  
Cash Funds \_\_\_\_\_  
Special Revenue \_\_\_\_\_  
Other (Identify) \_\_\_\_\_

Total \_\_\_\_\_

Total \_\_\_\_\_

3. What is the total estimated cost by fiscal year to any party subject to the proposed, amended, or repealed rule or regulation? Identify the party subject to the proposed regulation, and explain how they are affected.

**Current Fiscal Year**

**Next Fiscal Year**

\$ \_\_\_\_\_

\$ \_\_\_\_\_

The cost associated with this rule to an Affiliate would involve expenditures that might be required to qualify for matching grant funds. As these expenses are at the discretion of the Affiliate, and could likely vary widely, the costs cannot be determined for this or a future fiscal year. There are no costs involved in applying for any grant, however, expenses may be required before funding is possible for reimbursement grants. Again, these expenses can vary from program to program.

5. What is the total estimated cost by fiscal year to the agency to implement this regulation?

**Current Fiscal Year**

\$ 8,000.00

**Next Fiscal Year**

\$ 10,000.00

The costs to Keep Arkansas Beautiful to fully Fund all grants will be limited to the \$10,000 Appropriation approved for this purpose. The Estimated cost by fiscal year is as above.

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In keeping with the objective of furthering the Keep Arkansas Beautiful Mission, the Grants Committee proposes the adoption of the following Criteria for offering and issuing KArB Grants:

**GUIDELINES FOR KArB GRANTS:**

1. In order to facilitate the growth of Keep America Beautiful Affiliates in Arkansas, we propose to offer grants to Community groups who successfully complete Certification and are accepted for membership in KAmB.

A matching grant may be applied for at the time of Pre-Certification training by KAmB but will only be approved for payment after notification by KAmB of approved Affiliate status. The matching grant will reimburse the submitting organization on the basis of one dollar to each two dollars expended in securing Certification up to a maximum of one thousand dollars, funds permitting.

Cash expenditures, value of donated materials, in-kind services and volunteers' time may be used to determine the total expenses involved for completing the Certification process and qualify for matching grant funds.

***Recommended Fund Allocation: \$2,000 Per Year***

2. To assist in the training of new KAmB Affiliate Coordinators, we propose to offer grants to Certified KAmB Affiliates in good standing to help full time coordinators attend scheduled, formal KAmB New Coordinator Training sessions offered in conjunction with KAmB National Conferences.

The grants will be available to reimburse KAmB Affiliates for Conference registration fees and travel and lodging expenses for up to one-half of total expenses required to attend the training, to a maximum of five hundred dollars per person per Conference. Only one person from each Affiliate may apply for the matching grant, and that person must have the primary responsibility for, and perform the duties of, the Affiliate's daily organizational management.

Preference will be given to persons who have not previously received KAmB Coordinator Training, however any person who is acting as a Coordinator for an existing Affiliate may apply for a grant for re-training. Funds will be approved and released upon submission of a request for travel reimbursement with receipts for covered expenses.

***Recommended Fund Allocation: \$2,000 Per Year***

3. Recognizing the need for, and benefit of, continuing education and developmental guidance for members of the KArB Affiliate Network, we propose to offer grants to Certified Affiliates in good standing to help defray expenses in attending the KArB Statewide Affiliate Conference.

The grants will be available for up to two attendees representing an Affiliate, to pay for KArB Conference registration fees, subject to fund availability. Funds will be approved only for those attending the Conference and reimbursement will be made in the name of the person or organization paying the registration fees upon presentation of a receipt for Conference registration

***Recommended Fund Allocation: \$3,000 Per Year***

4. To assist and support KArB Affiliates in efforts to initiate and complete programs that contribute to mission accomplishment within their communities, we propose to offer grants to Certified KArB Affiliates in good standing to help with funding of approved programs, projects and activities.

In order to be considered, a program must be primarily intended to:

- (1) encourage litter prevention, control, enforcement or education;
- (2) encourage beautification and scenic community improvements;
- (3) encourage improved solid waste management practices and promote awareness of recycling benefits;
- (4) encourage educational programs in schools and elsewhere that support and advance the mission goals of KArB.

The grants will be available to Affiliates on the basis of matching one dollar of grant money to each two dollars of program/project expense borne by the Affiliate, subject to a five hundred dollar maximum grant per organization per year, subject to the availability of funds.

The grants may be applied for and approved at any time of the year and processed for payment after receipt of a summary narrative of the completed project containing a total expense accounting. Cash expenses, value of contributed and in-kind goods, and volunteers' time may be used to determine the total expenses for the project.

***Recommended Fund Allocation: \$3,000 Per Year***

We propose that the Grants Committee, consisting of the KArB Executive Director and two Commissioners appointed by the Commission Chairman, be authorized to review all applications and approve Grants.