



## COMMUNITY CLEANUP INITIATIVE PROGRAM (CCIP)

### GUIDELINES

The following are general guidelines for use in determining how the CCIP is to be administered. Any questions should be directed to Libby J. Kelley, Exec. Asst, DSWA at (302) 739-5361 or [lj@dswa.com](mailto:lj@dswa.com).

1. Each fiscal year (July 1 – June 30) DSWA will provide a landfill user fee credit of \$1,000 for each Representative and \$2,000 for each Senator.
2. There are no funds to exchange or allot. DSWA will apply the CCIP as a credit against the current facility user fee.
3. The credit can only be used on “public” cleanups that legislators designate. Municipal, non-profit, or other local community association groups must obtain prior designation from the appropriate legislator.
4. Credit is only good for each fiscal year. The credit cannot be “banked” or carried over to the next fiscal year.
5. The credit does not have to be fully used within the legislator’s district. The credits can be partnered with other legislators on a project by project basis.
6. When a CCIP is authorized by a legislator, that legislator must notify DSWA in writing at least seven (7) days prior to the event(s). The memo must be dated.
7. DSWA will administer and account for credits at the facilities and send appropriate reports.
8. The CCIP is not limited by the number of events. It is only limited by the credit allotment.
9. In the event the disposal costs for a cleanup exceed the allotted credit, then the sponsoring organization(s) shall be responsible for payment of such excess user fees to DSWA.
10. A copy of the memo must be submitted to Libby Kelley.
11. DSWA weighmasters will only accept memos addressed to Libby Kelley.
12. All memos must be dated at the time of submission. All memos must be dated in either the mm/dd/yy format or other applicable formats. DSWA will only accept memos for the current Fiscal Year.
13. If a hauler will be used for the cleanup, the name of the hauler and a working telephone number for the administrative office will need to be provided on the memo.
14. A copy of your memo to DSWA must be given to each driver to turn in at the weigh station for each load.
15. DSWA will notify legislators when the credit has been consumed.