



ASTSWMO, Providing Pathways to Our  
Nation's Environmental Stewardship Since 1974

## **ASTSWMO PEER MATCH PROGRAM**

The Association of State and Territorial Solid Waste Management Officials (ASTSWMO) has limited funding available to allow States and Territories (States) to share experiences and technologies related to Brownfields, CERCLA, Federal Facilities, Hazardous Waste, Solid Waste, and Tanks program management. This "peer match" funding supports the ability for one or two State managers or staff seeking assistance to travel to another State for two to three days to exchange information, applications, experiences, technologies, and reports on programmatic approaches of particular interest to the participating States. ASTSWMO will reimburse State staff seeking assistance for travel expenses incurred on the peer match trip.

The primary State staff seeking assistance through this peer match mechanism must complete an application form (pages two and three of this document) to receive consideration for funding. The State staff seeking assistance must have their trip acknowledged and approved by their program's supervisor and a representative from the State hosting the peer match activities. If the peer match is approved, ASTSWMO will send the traveling staff our travel procedures, reimbursement information and form, and in-kind match form, which should be filled out and returned to the ASTSWMO office after completion of the trip. The State staff seeking assistance must also complete a peer match trip report that provides details about the purpose and success of the peer match, which should be submitted to the ASTSWMO office along with the reimbursement claim. All peer match trip reports will be archived on the ASTSMWO website.

If you or your staff members are interested in participating in ASTSWMO's Peer Match Program, please complete the attached application and send it to the appropriate ASTSWMO staff listed below:

- Charles Reyes – Tanks and Federal Facilities requests
- Scott Lauher – CERCLA and Brownfields requests
- Kerry Callahan – Hazardous and Materials Management requests

To facilitate the review process, please provide all relevant information. You will be notified in writing regarding the approval of your request. If you have any questions about the Peer Match Program please contact ASTSWMO staff at 202-640-1060.

## **ASTSWMO PEER MATCH APPLICATION FORM**

To facilitate the approval process of your peer match request, all relevant information should be provided in detail. If you have any questions regarding the ASTSWMO Peer Match Program or any part of this form, please contact ASTSWMO staff at (202) 640-1060.

### **1) State/Program Requesting Assistance (Traveling State):**

Name:

Title:

Division and Agency:

Address:

City/State/Zip Code:

Phone:

Email address:

Signature:

Date:

Management approval for peer match trip and acceptance of ASTSWMO funding support:

Name:

Title:

Division and Agency:

Signature:

Date:

### **2) State/Program From Whom Assistance is Sought (Host State):**

Name:

Title:

Division and Agency:

Address:

City/State/Zip Code:

Phone:

Email address:

Signature:

Date:

**3) Program for which you are requesting a peer match:**

- Brownfields
- CERCLA
- Federal Facilities
- Hazardous Waste
- Materials Management
- Tanks

**4) Description of this peer match:**

A. Purpose of peer match:

B. Name(s) and title(s) of State staff who will travel:

C. Names of individuals or program areas within the State agency providing assistance who will meet with visiting State representative(s):

D. Travel cost estimates (see ASTSWMO Special Travel Form to request prior approval for stopover rates or rental cars, if appropriate):

Air fare (please submit airfare quote from an airline or travel agent): \$

Hotel (at federal government per diem rate for \_\_\_ days): \$

Meals and incidentals (at federal government per diem rate for \_\_\_ days): \$

Ground transportation: \$

Other: \$

TOTAL \$:

E. Proposed dates for peer match activity:

F. Proposed itinerary of information-sharing activities and meetings planned:

Day one:

Day two:

Day three:

Please complete and return this form to the appropriate ASTSWMO staff via e-mail to:

- Kerry Callahan: [kerryc@astswmo.org](mailto:kerryc@astswmo.org)
- Scott Lauher: [scottl@astswmo.org](mailto:scottl@astswmo.org)
- Charles Reyes: [charlesr@astswmo.org](mailto:charlesr@astswmo.org)