



2019 Recycling Initiatives Competitive Funding Project

Email applications to:
apetrella@jbgreenteam.org

JB Green Team/JBRSWA
Anita Petrella, Executive Director
125 Technology Way
Steubenville, Ohio 43953

Hand Deliver applications to:

691 Canton Road
Wintersville, OH 43953
(740) 266-6899

Or

67895 Pickering Road
St. Clairsville, OH 43950
(740) 296-5376

March 6, 2019 @12Noon DEADLINE

For More information:

www.jbgreenteam.org

Entities Eligible to Apply

The following entities may apply for a Recycling Initiatives – Competitive Funding Grant:

1. Local Governmental Organizations: includes townships, villages, and cities.
2. Schools: Public, private, parochial
3. Non-profit Agencies: Agencies eligible cannot possess a liquor license and must demonstrate a benefit to the citizens of Belmont and Jefferson counties.

Types of grants available: the “Community Award” or the “Comprehensive Grant.”

The Community Award requires no match. The maximum that can be applied for is \$1,000.

The comprehensive grant requires a 20% match which may include in-kind services such as non-volunteer labor, donated equipment, materials and activities directly related to the project. The maximum amount that can be applied for is \$5,000.

All projects must be completed by **December 31, 2019** unless granted an extension, and implementation may occur AFTER approval of the Board of Trustees of the Jefferson-Belmont Regional Solid Waste Authority.

Timeline: Applicants may complete and submit their application from **January 18, 2019** through **March 6, 2019**. The Authority’s Grants Committee will review applications and make formal award recommendations to the Board of Trustees by the **March 11, 2019** Board meeting. Notification of awards and passage by the Board of Trustees should occur by **March 13, 2019** by email. Thus when drafting an application, applicants should consider beginning their projects no sooner than when the participation contracts have been signed and returned or **March 13, 2019**.

Limited – Only one (1) Grant Application per year per Organization/Entity will be accepted.

All Applications are required to have a secondary contact person.

COMMUNITY AWARD Program Grants

- No match required. If the entity desires to supply funding or in-kind services toward the project that should be noted on the application form.
- Eligible applicants may apply for funding between \$100.00 to a maximum of \$1,000.00.
- Award Funds cannot be used for non-volunteer labor.
- Projects must contain a recycling component or theme. Schools, government offices and non-profits may seek funds to:
Implement recycling at sporting events. They may use funds to purchase recycling bins and create awareness posters. Begin a re-use store or program so that unwanted items are not discarded. Buy supplies to perform community litter clean-ups, recycling and beautification activities.

COMPREHENSIVE Recycling Initiative Competitive Funding (RICF) Grants

All projects must include a recycling or reuse initiative where the actual weights will be submitted to the Authority in the final report.

- Eligible applicants may apply for funding between \$1,001.00 and \$5,000.00 and must supply a 20% match which may include in-kind services such as: labor, donated equipment, materials, and activities directly related to the project.
- Applicants must provide justification of requested funding and relate the project directly to recycling. Simply doing a “paving project” is not acceptable. Procurement and application of recycled content items must have a significant recycling component as part of the project in order to qualify for funding. Applicants must commit to completing the final report and supplying recycling and or reuse data.
- Grant Funds cannot be used for non-volunteer labor. Match requirements only.
- Utilizing Ohio Companies first for purchases whenever possible is strongly suggested.

Eligible Applicants may seek Comprehensive RICE funds for:

- Community clean-up projects that include a recycling component. ****NOTE**** This does not include the Community Clean-ups that are scheduled by the Jefferson-Belmont Regional Solid Waste Authority (JB Green Team). **If a hauler is hired to dispose of trash from a clean-up event, the trash hauler must use the Apex Landfill or Transfer Station and must provide the weight slips to prove the material was disposed of properly. Any hazardous material must be disposed of properly at an EPA licensed facility.**
- Implement or expand recycling programs. This includes office paper and publication recovery; can/bottle collection events; temporary special collection events that include appliances, tires, and others.
- Implement or expand reuse initiatives. This includes performing a reuse project within a school or community; purchase of recycled material items; opening a “reuse” facility or “school reuse store”; having a large book exchange event; holding a reusable paint or electronics exchange event, creating a Reuse Exchange website.
- Implement or expand composting initiatives. This includes “Don’t Bag It” promotional campaigns; community assistance with leaf collection; conducting a composting workshop or seminar; assisting the elderly or physically challenged with composting their leaves; Christmas Tree recycling; or starting a community composting facility or program.
- Implement a recycling and waste reduction awareness campaign. This activity could focus on residential curbside or drop-off recycling, commercial and/or industrial waste reduction initiatives. Examples include a school, university/college or non-profit group conducting surveys or visiting companies to promote recycling or perform solid waste assessments with businesses. A large “recycling fair or festival” conducted by a community, non-profit group, or school – would also qualify.

Reporting Requirements

Entities receiving grant funds must fully complete a mandatory Final Completion Report with all required documentation due no later than **February 1, 2020**. Entities must retain all pertinent records, invoices, and other items. Entities must retain an audit trail and equipment inventory, if applicable, that must include name, Model number, serial number, and other pertinent information. The Community Awards report is very brief and simple to complete whereas the Comprehensive Grant Report will be more detailed and will require specific recycling data. Copies of all receipts, before & after project photographs, photo of permanent adhered JBGT Logo, are all mandatory. **Please review and keep the Completion Form provided separately for when the project is complete.** Grant funds are dispersed after the signed Agreements are returned to the JBGT.

Decision on Funding

The Authority's Grants Committee will review the Comprehensive Grants applications and make a recommendation regarding which applications will be forwarded to the Board of Trustees for final approval. The Grants Committee will use the following criterion. Each application will be judged as to whether the project:

- * develops and implements waste reduction, reuse and recovery systems as alternatives to landfill disposal, reuse of recycled material.
- * develops an integrated approach to solid waste management, meeting the needs of municipalities and townships in the District,
- * projects that are innovative, cost-effective, will reach a large audience, and will produce actual recycling and solid waste diversion will be given top priority.
- * all grant funds must be applicable to recycling (not for concession stands or foods, water, etc.)
- * all Grant recipients shall "Buy Ohio" for grant projects whenever possible.

The Executive Director, under the authority of the Board of Trustees, has the ability to closely review and question any grant recipient's project if the timeline or progress is not satisfactory, or if any part of the Agreement is being violated. The Authority will cancel a grant project if any violation of the Agreement occurs. Any grant recipient Organization and individual signing the Grant Agreement that does not submit a Completion Form Report with required information may be required to return all grant funds awarded and forfeits their right to apply the following grant awarding year.

Please complete one of the application forms. Detailed explanations will assist the Grants Committee and the Board of Trustees in making a decision.

All Community Awards and Comprehensive Grant Applicants are encouraged to submit a scanned copy by email, hard copies can be mailed or hand delivered and shall be on recycled-content paper when applicable utilizing both sides. Do NOT use special binders or covers. Deadline for submission is **March 6, 2019 by Noon**. Please Do NOT fax the application.

NO APPLICATIONS WILL BE ACCEPTED AFTER 12PM on March 6, 2019.

Community Awards Application Form

Due No Later than March 6, 2019

ALL fields MUST be completed:

Name of Non-Profit Organization, Government Entity or School applying for Grant: _____

Contact Person: _____ Title: _____

Address: _____

Email: _____

Day Time) Phone Number: _____

Federal ID Number: _____

Type of Organization: _____ (government, school, nonprofit, youth group)

2nd Contact Person: _____ Phone #: _____

Address: _____ Email: _____

1. Provide a summary of the proposed project with grant fund spending details. (Use additional paper if needed)

2. Project timeline: From _____ to _____ 2019

Note: projects may not start prior to March 13, 2019.

3. Where will the project take place? _____
(Include "before" photos)

4. Will the project cause an increase in recycling? Explain:

5. Budget:	Authority Funds	Match not required	Total
Supplies: \$ _____	\$ _____	\$ _____	\$ _____
Equipment: _____	_____	_____	_____
Personnel: _____	_____	_____	_____
(Must be directly related to the project)			
Other: _____	_____	_____	_____
TOTAL: _____	_____	_____	_____

6. Will your organization accept partial funding? _____

7. Attach project site photos when applicable.

Submitting by email encouraged ~ Do NOT fax.

**Recycling Initiative/Competitive Funding
Comprehensive Grant Application Form**
Due No Later than March 6, 2019

All fields MUST be completed:

Name of Non-profit organization, government entity or school applying for Grant: _____

Contact Person/Title: _____

Address: _____

Email: _____

(Day time) Phone: _____

2nd Contact Person/Title: _____

Address: _____

Phone: _____ email: _____

Federal ID Number: _____ (applicants must have own ID#)

Type of organization: _____
(government, school, nonprofit, youth group)

1. Grant proposal is an: *(Circle One or More)*

- A. Recycling Initiative
- B. Reuse Initiative
- C. Composting Initiative
- D. Education and Awareness Initiative
- E. Promotion of Recycled Content Materials Initiative with a Recycling or Reuse Component

2. Project Timeline: FROM: _____ TO: _____ 2019

Note: projects may not start prior to March 13, 2019. Regarding the expenditure of Authority grant funds, must commence after Board of Trustee's approval.

3. Project Coordinator: _____

4. Phone Number: _____

5. Where will the project take place? _____

Include "before" photos.

6. Complete project description: Please be as detailed as possible and include the recycling, composting or reuse components of the project with a list of potential materials that will be recovered. (Use additional sheets of paper if needed).

7. Describe the equipment or supplies that are needed for the project. Be specific.

8. Explain the outcomes and/or benefits (minimum of three) of the project for the organization and the community.

9. Explain the promotional and/or educational campaign that will be associated with this project. Detail components of the campaign (i.e. will do newspaper articles and ads on TV and radio stations, presentations to school classes and adult groups). *NOTE: This is essential in determining which projects will receive funding.*

10. Anticipated volume or weight of materials that will be diverted from the solid waste stream through this project. *NOTE: This information is REQUIRED.*

MATERIAL	TONS/POUNDS or Cubic Yards (Composting)
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
TOTAL:	_____

Budget Descriptions

Maximum amount requested: \$5,000.00

	<u>Authority Funds</u>	<u>Match Funds</u>	<u>Total</u> _____
Personnel	\$ _____	\$ _____	\$ _____

Must be directly related to the project (excludes administrative costs).

Explanation/Justification: (include hours per week, amount per hour, all relevant details and justifications)

Supplies

List and explain each:

Must be directly related to the project.

Equipment: \$ _____ \$ _____ \$ _____

Includes recycling bins and other equipments directly related to the collection of recyclable materials or for reuse ventures.

List and Explain each:

	<u>Authority Funds</u>	<u>Match Funds</u>	<u>Total</u>
Promotions/Education	\$ _____	\$ _____	\$ _____

Ads, creating fliers, manuals, purchasing classroom recycling curriculum materials, making laminated signs, banners, etc.

Explain in detail:

	<u>Authority Funds</u>	<u>Match Funds</u>	<u>Total</u>
Other	\$ _____	\$ _____	\$ _____
	Must be directly related to the projects mission		

List and explain each item:

	<u>Authority Funds</u>	<u>Match Funds</u>	<u>Total</u>
TOTAL	\$ _____	\$ _____	\$ _____
	Match must equal at least 20% of Authority requested amount		

Further budgetary explanation:

Please describe why this project is important to the organization and community and the anticipated short-term and long-term outcomes. Why is this project so crucial and deserving of funding?

Will your organization accept partial funding? _____

Will your organization provide recycling data in the Final Report? _____

Submitting by email encouraged ~ Do NOT fax.

All applications must be received by Noon Wednesday, **March 6, 2019** by mail or hand delivered. Applications must include a signed Application by email or original on recycled content paper, and project site photos if applicable. Please do NOT use special binders or covers.

Email scanned copy to: apetrella@jbgreenteam.org

Hand deliver or mail to:

JB Green Team/Jefferson-Belmont Regional Solid Waste Authority
691 Canton Road
Wintersville, OH 43953

Or Belmont JB Green Team Office
67895 Pickering Road
St. Clairsville, OH 43950

Call (740) 266-6899 or (740) 296-5376 if assistance is needed

On behalf of the Board of Trustees and staff of the JB Green Team:

GOOD LUCK & THANK YOU FOR YOUR SUBMISSION!