



# WELCOME TO THE MEETING

- All participants are joining in mute-only mode
- Please keep your video off so that it does not interfere with the recording
- Instructions on how to ask questions or make comments will be provided once the meeting begins
- Presentation and recording available at:  
<https://epd.georgia.gov/recycling-waste-reduction-and-diversion-grant>





**GEORGIA**  
DEPARTMENT OF NATURAL RESOURCES

ENVIRONMENTAL PROTECTION DIVISION

# Recycling, Waste Reduction, and Diversion Grant

## Informational Meeting

August 17, 2022 @ 9:00 AM

Lena Chambless, Sarah Knapp, Alyssa McCart, Hannah Tripp  
Recovered Materials and Abatement Program  
Recovered Materials Unit Grant Team  
Georgia EPD



# SWTF GRANT PROGRAM CONTACTS

*Your fabulous grant team...*

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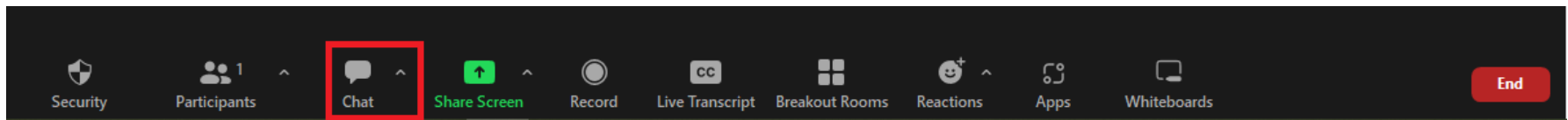
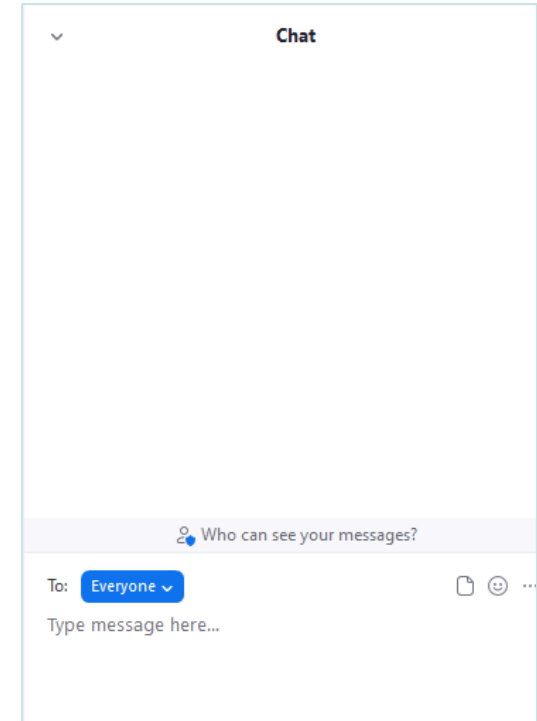


Send Questions and Applications to: [SWTF.Grant@dnr.ga.gov](mailto:SWTF.Grant@dnr.ga.gov)



# HOUSEKEEPING

- We will pause throughout the presentation to allow time for Q&A.
- If you have joined online, use the chat at the bottom of the screen to ask questions or comments.
- Please list your name and affiliation in the chat to be added for the queue.
- If you type your comment or question in the chat, we will read your question in the order it was received.





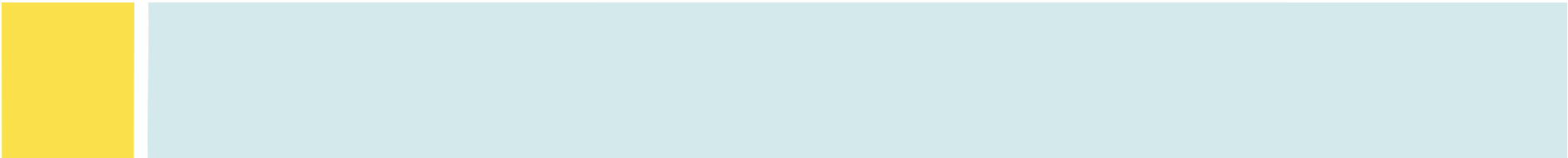
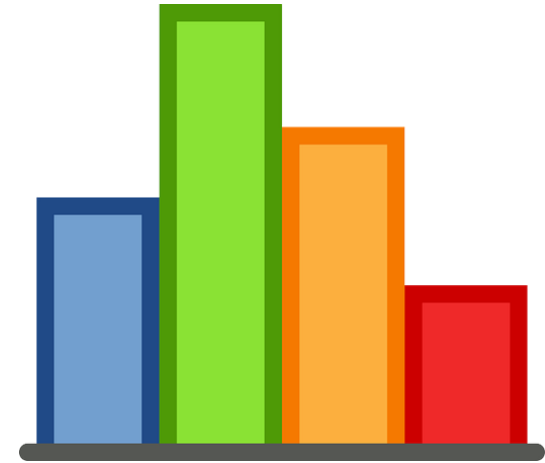
# HOUSEKEEPING

- All questions and answers will be shared publicly so that every potential applicant will have access to the same information.
- Common questions will be posted to the FAQ:  
<https://epd.georgia.gov/recycling-waste-reduction-and-diversion-grant>
- Submit Questions to: [SWTF.Grant@dnr.ga.gov](mailto:SWTF.Grant@dnr.ga.gov)



# APPLICANT POLL

What type of organization do you represent?



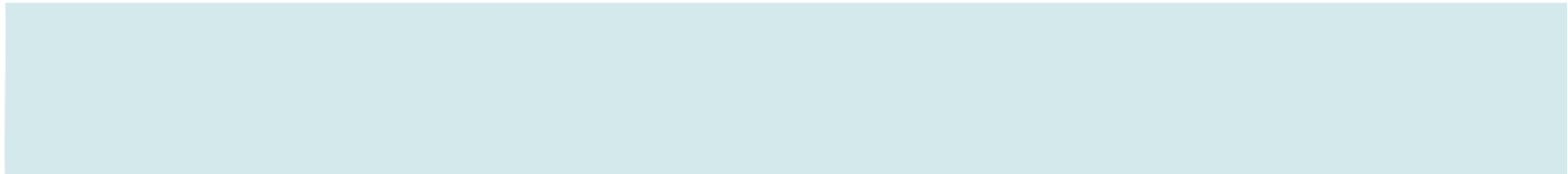


# AGENDA

- **Recycling, Waste Reduction, and Diversion (RWD) Grant**
  - Background
  - Project Examples
  - Eligibility
  - Funding
  - Timeline
- **Application**
- **Reporting and Invoicing**
- **Evaluation and Scoring**
- **Question and Answer Session**



# **RECYCLING, WASTE REDUCTION, AND DIVERSION GRANT**

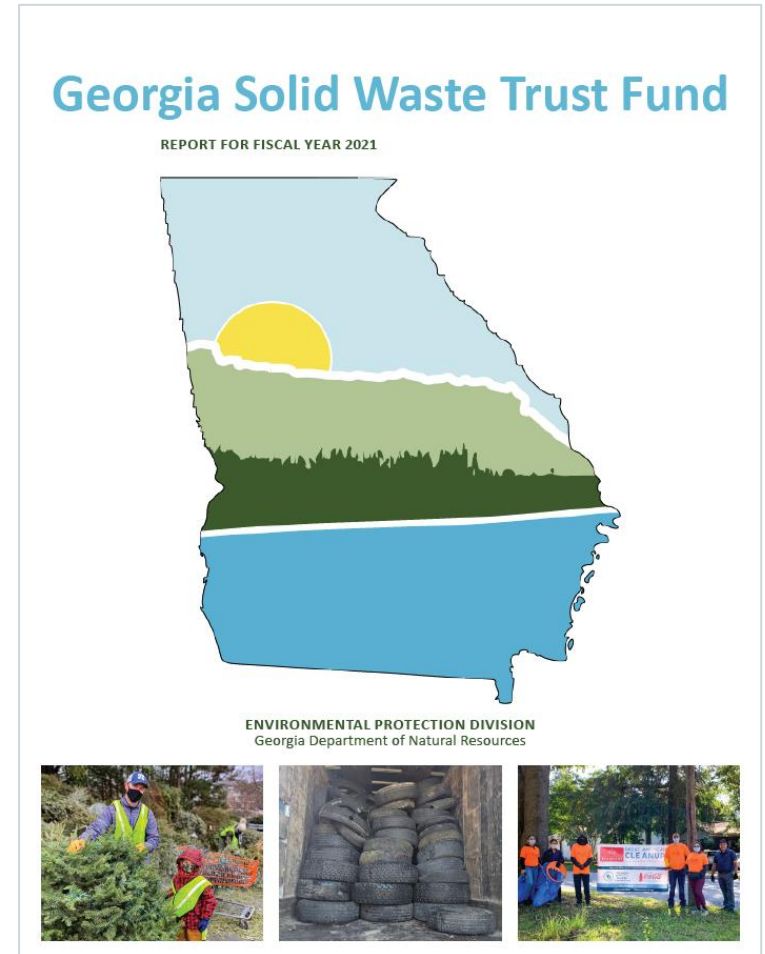






# BACKGROUND

- The Solid Waste Trust Fund (SWTF) is funded by the \$1.00 fee on the sale of new tires in Georgia.
- In November 2020, Georgia voters approved a constitutional amendment authorizing the Georgia Legislature to dedicate fee revenue directly to the public purpose for which the fees were imposed.
- This increase in funding allows RMU to create and administer grants from the SWTF.
- The Recycling, Waste Reduction, and Diversion (RWD) Grant was created as part of the SWTF Grant Program.





# WHAT IS THE RWD GRANT PROGRAM?

- The RWD Grant furthers the goals for the SWTF by providing financial support to projects in Georgia to:
  - Reduce solid waste
  - Recover valuable materials
  - Support manufacturing
  - Encourage innovation
- Applicants can develop proposals that best support their communities' needs.
- Projects at various stages will be considered.
- Projects funded by the grant may not exceed 24 months in length.



# RWD PROJECT EXAMPLES

Examples of RWD grant projects may include:

- **Recycling and Waste Diversion Infrastructure** – Projects that create, expand, or improve infrastructure at materials recovery facilities (MRF), recycling transfer stations, convenience centers, or through other equipment that will increase the capacity to serve customers.





# RWD PROJECT EXAMPLES

- **Hub and Spoke Development** – Projects that create, expand, or improve the operation of recycling hub and spoke infrastructure, collection, distribution, and logistics.





# RWD PROJECT EXAMPLES

- **Hard-to-Recycle Materials** – Projects that create, expand, or improve the operation of hard-to-recycle and/or household hazardous waste recycling facilities.







# RWD PROJECT EXAMPLES

- **Recovery of Additional Materials** – Projects that collect and/or process new material streams.





# RWD PROJECT EXAMPLES

- **Waste Reduction** – Projects that to create, expand, or improve programs at the local level to reduce waste.





# RWD PROJECT EXAMPLES

- **Innovation** – Projects that demonstrate innovative processes for waste reduction or innovative use of recycled products.

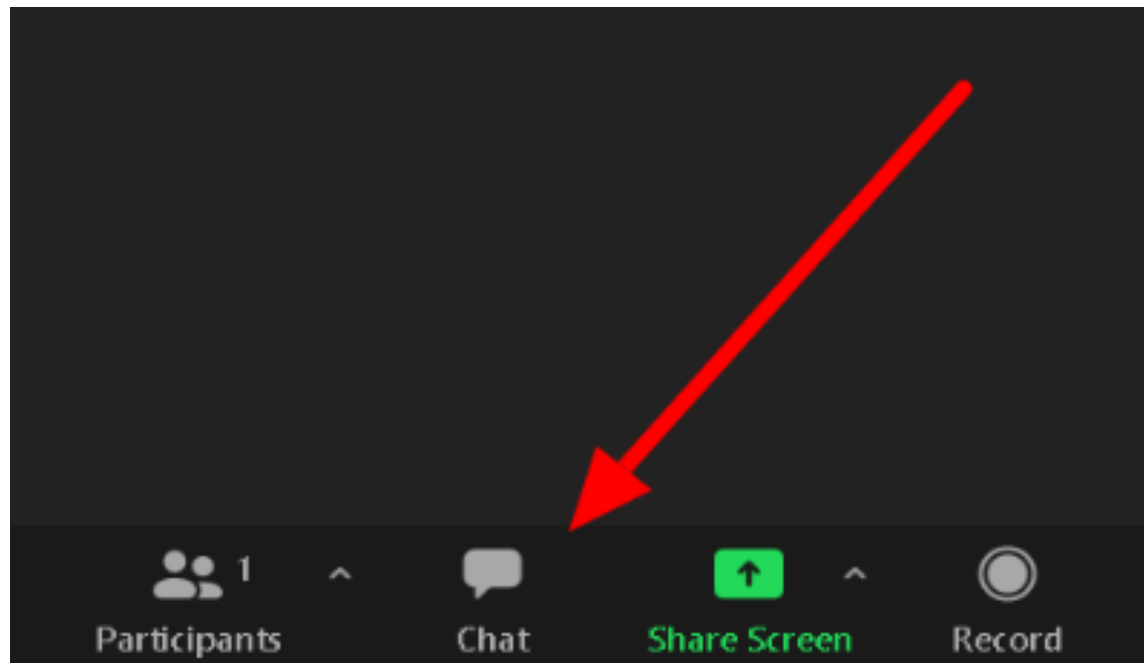






# PAUSE FOR QUESTIONS

List your name and affiliation to be added to the queue for comments and questions.





# ELIGIBLE APPLICANTS

Counties

Municipalities

Consolidated  
City/County  
Governments

Public Authorities,  
Agencies,  
Commissions, or  
Institutions

\* Local government applicants also must have Qualified Local Government status as of the date of their application, as determined by the Georgia Department of Community Affairs. <https://apps.dca.ga.gov/LocalGovStatus/planning.asp>



# PUBLIC AUTHORITIES, AGENCIES, COMMISSIONS, OR INSTITUTIONS

- Examples include:
  - Public Colleges and Universities
  - City/County/State Agencies
  - Solid Waste Authorities





# INELIGIBILITY

- Nonprofit (such as KGBF Affiliates) or private organizations are not eligible for funding, although applicants may partner or contract with nonprofits or private organizations.
- Applicants who are subject to an open EPD consent order or other EPD enforcement action.
- Applicants who have received grant funds in past years but have NOT demonstrated successful administration of those grant funds.





# AVAILABLE FUNDING

- Grants will be awarded each state fiscal year (July 1 – June 30).
- A total of \$2,000,000 has been allocated for the FY23 grant cycle.
- At this time, there is no maximum grant award.
  - Applicants may apply for up to the total available funding.
  - Awarded grants may pay up to 100% of project costs.
- Projects not selected in one grant cycle may be resubmitted in subsequent grant cycles.
- Grant funds are paid out on a reimbursement basis. If you require advance funds in order to achieve grant objectives, please contact program staff before submitting your application.



# MATCH

- A match is a cash or in-kind resource commitment beyond the grant dollar amount requested.
- There is no minimum match required, however, applications demonstrating a match will receive more points in the evaluation process.
- Match items should be documented through letters of commitment, copies of checks, payroll records, etc.
- Commons sources:

## Cash

- Engineering
- Construction
- Materials
- Equipment
- Rental

## In-kind

- Donations
- Volunteers
- Staff time
- Materials
- Land



# RWD GRANT PROGRAM APPLICATION TIMELINE

Application Period Opens

August 1, 2022

Applications Due by 4:30 PM

September 30, 2022

Application Review

October - November 2022

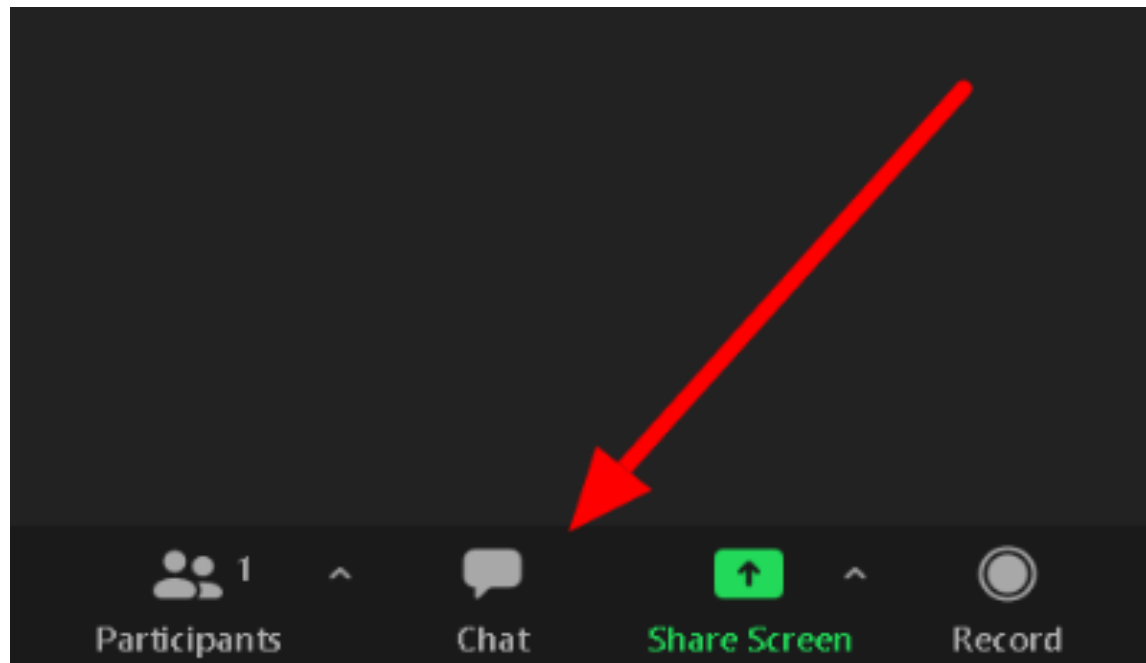
Grant Awards

December 2022 – January 2023



# PAUSE FOR QUESTIONS

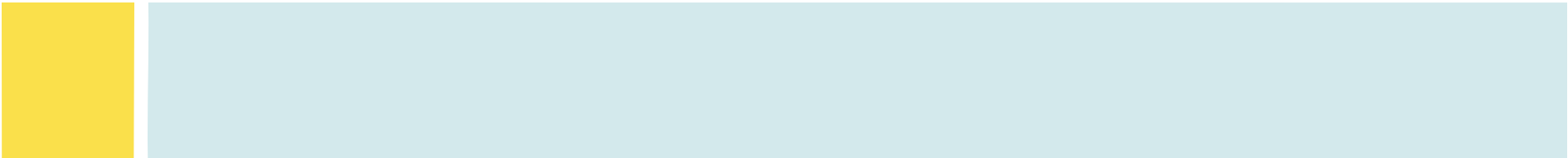
List your name and affiliation to be added to the queue for comments and questions.







# **APPLICATION**





# APPLICATION PROCESS

- Applicants must submit a complete application to be considered for award.
- Applicants may submit one project to the RWD Grant Program per grant cycle.





# CONSIDERATIONS BEFORE APPLICATION

- ✓ Does my project and organization meet the eligibility criteria?
- ✓ Does my project meet the purposes of the RWD Grant Program?
- ✓ Does my project and organization have the support of the authorized official who will sign off on each step?
- ✓ Who in my organization is going to administer the project?
- ✓ Does my organization understand the amount of work it will take to complete the project before beginning?
- ✓ Is my organization able to see this project through to a successful and timely completion?
- ✓ If using matches, can my organization sustain matches?



# APPLICATION

The application consists of the following documents:

1. Cover Sheet
2. Project Narrative
3. Budget Narrative
4. Budget Form
5. Supporting Materials

RWD Grant Application			
<b>SECTION ONE: Cover Sheet</b>			
Project Title			
Local Government/Entity			
Federal Tax ID			
Mailing Address			
City			
ZIP			
County			
Primary Contact Name		Secondary Contact Name	
Title		Title	
Organization		Organization	
Phone		Phone	
E-Mail		Email	
Brief Project Description (2-3 sentences)			
Project Start Date			
Project End Date			
Grant Amount Requested \$			
Match Amount \$			
<small>I, the undersigned authorized representative of the applicant, certify that to the best of my knowledge, the information contained herein is true and correct, the document and project has been duly authorized by the governing body of the applicant, and, if funded, the applicant will carry out the implementation steps in the manner described in this application. I also certify that the applicant shall maintain accounting records in accordance with generally accepted government accounting principles and that the funds awarded will be included in those audits or financial statements that cover all or part of the project duration period noted above.</small>			
Official Signature			
Name (print)			
Title			
Date of Signature			



# SECTION ONE: COVER SHEET

Use the template in the application to complete the Cover Sheet.

RWD Grant Application			
<b>SECTION ONE: Cover Sheet</b>			
Project Title			
Local Government/Entity			
Federal Tax ID			
Mailing Address			
City			
ZIP			
County			
Primary Contact Name		Secondary Contact Name	
Title		Title	
Organization		Organization	
Phone		Phone	
E-Mail		Email	
Brief Project Description (2-3 sentences)			
Project Start Date			
Project End Date			
Grant Amount Requested		\$	
Match Amount		\$	
<p>I, the undersigned authorized representative of the applicant, certify that to the best of my knowledge, the information contained herein is true and correct, the document and project has been duly authorized by the governing body of the applicant, and, if funded, the applicant will carry out the implementation steps in the manner described in this application. I also certify that the applicant shall maintain accounting records in accordance with generally accepted government accounting principles and that the funds awarded will be included in those audits or financial statements that cover all or part of the project duration period noted above.</p>			
Official Signature			
Name (print)			
Title			
Date of Signature			



# SECTION TWO: PROJECT NARRATIVE

## Project Need and Purposes

1. Identify the need or problem.
2. Describe your project and how it will meet this need for the community.





## SECTION TWO: PROJECT NARRATIVE

### Project Objectives

1. Identify objectives and SMART goals for the project.
2. Describe the quantifiable metrics that will be used to evaluate the project's impact on recycling, waste reduction, and/or diversion.
3. Describe your project's evaluation process.

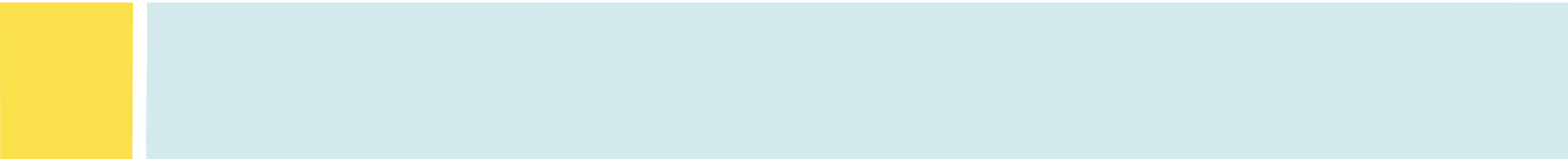
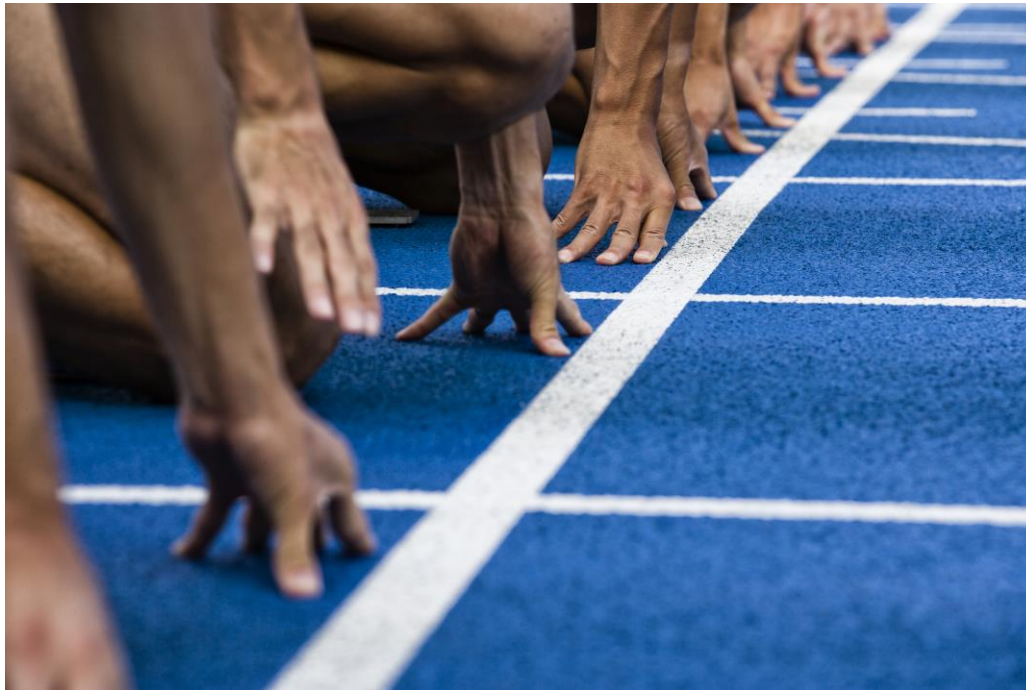




# SECTION TWO: PROJECT NARRATIVE

## Project Implementation and Timeline

1. Provide a plan with clearly identifiable steps for project implementation.
2. Describe the project start, milestone, and completion dates.







## SECTION TWO: PROJECT NARRATIVE

### Project Metrics and Evaluation

1. Identify the metrics that will be used to measure project success.
2. Describe how those metrics will show that the project is likely to result in increased recycling, diversion of waste from landfills, and/or waste reduction.





## SECTION TWO: PROJECT NARRATIVE

**Additional Information - If applicable, also describe:**

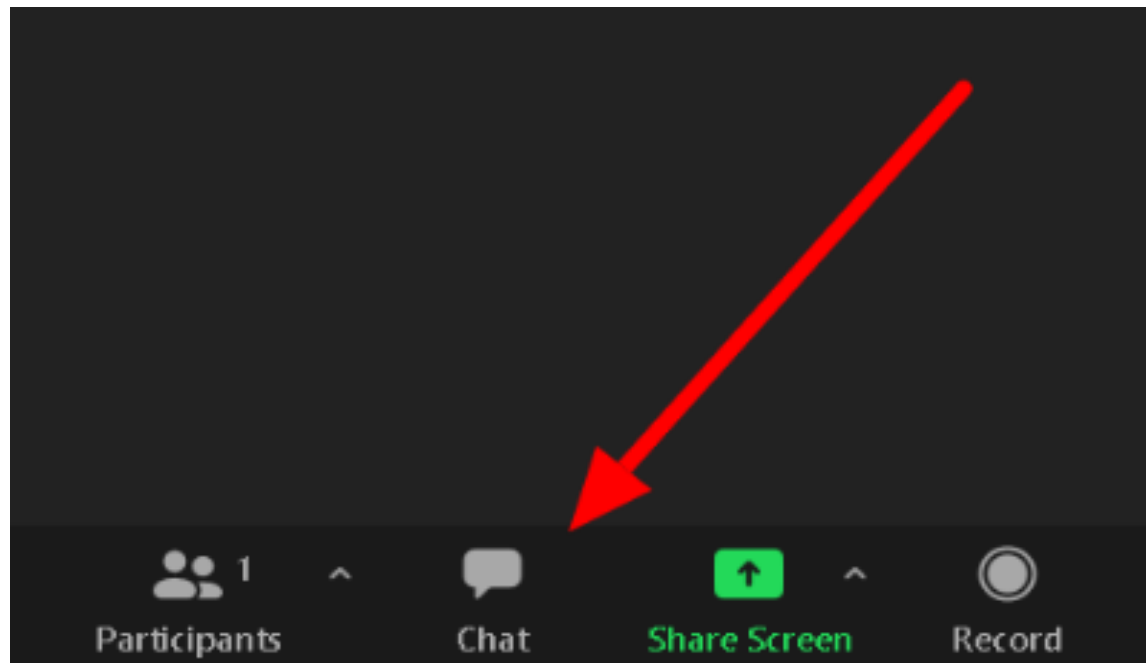
1. Coordination with other local governments
2. Consistency with a local or regional solid waste management plan or other RWD projects
3. How the project brings together new resources or innovative approaches to RWD
4. Applicant's "Buy recycled" ordinances, policies, practices, or procedures
5. Georgia based suppliers of products and/or services
6. Additional environmental benefits of the project
7. Participation in the Georgia Municipal Measurement Program





# PAUSE FOR QUESTIONS

List your name and affiliation to be added to the queue for comments and questions.





## SECTION THREE: BUDGET NARRATIVE

Use the template provided in the application to complete the Budget Narrative.

- The Budget Narrative consists of the following:
  1. Amount requested from EPD; Describe matching
  2. Cost Effectiveness and Project Longevity
    - Describe how funds will be spent.
    - Describe the cost effectiveness of the project.
    - Describe how the project and its benefits will likely be perpetuated after RWD Grant funds have been expended without additional State funding.



## SECTION FOUR: BUDGET FORM

Complete the Budget Form provided in the application.

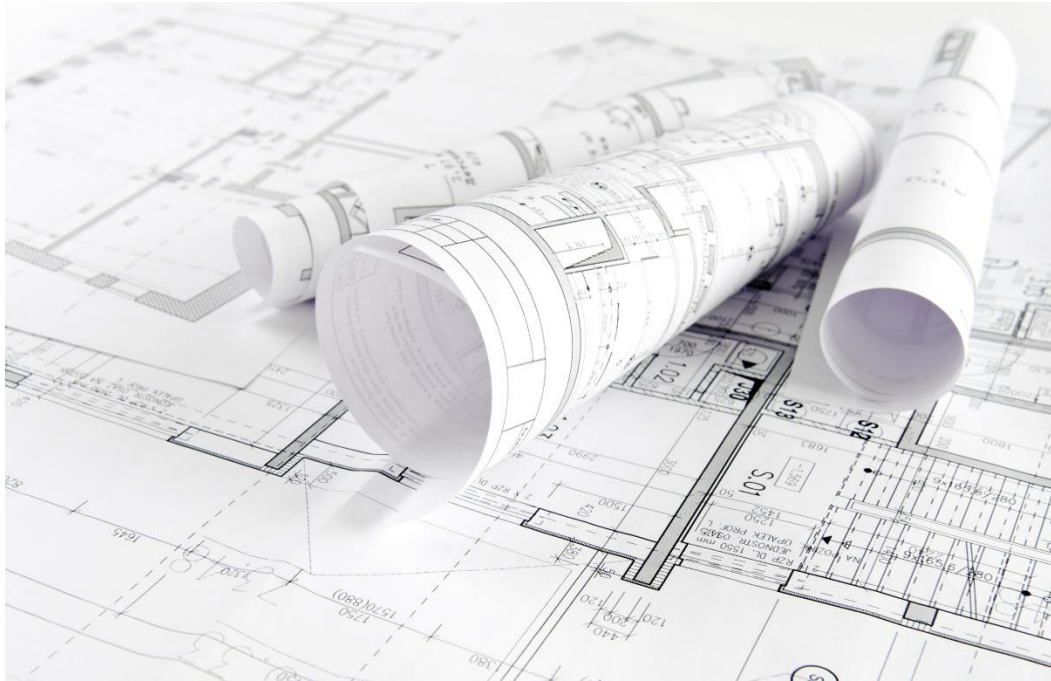
- Provide information about any match items.
- Documentation for each line item should be provided.

Budget						
Item #	Description	Grant Funds Requested	Match Contribution		Anticipated Expenditure Date	Subtotal
			In-Kind	Cash		
1		\$	\$	\$		
2		\$	\$	\$		
2		\$	\$	\$		
4		\$	\$	\$		
5		\$	\$	\$		
Total						



## SECTION FIVE: SUPPORTING MATERIALS

Attach any supporting material(s) as needed.





# APPLICATION PROCESS

- Applications may be submitted through email or mail.
- Separate emails may be sent if file size and/or attachments are too large.
- Use the following as your subject line:
  - Applicant Name, RWD Grant Application, Email #1 (#2, #3 if multiple emails are needed)
- Applications may also be hand delivered. Applications through fax will NOT be accepted.

Mailing and Street Address:

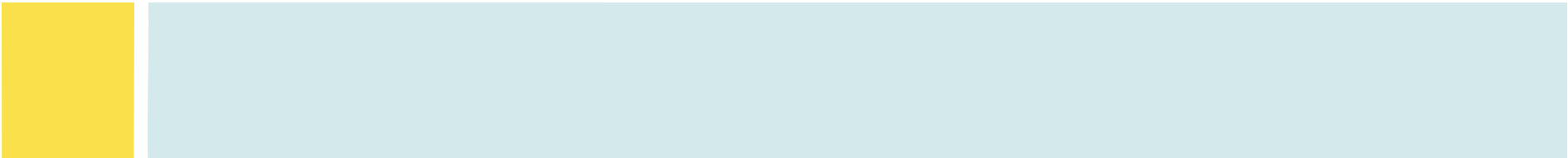
Georgia Environmental Protection Division  
Recovered Materials Unit  
4244 International Parkway, Suite 104  
Atlanta, GA 30354

Email Address:

[SWTF.Grant@dnr.ga.gov](mailto:SWTF.Grant@dnr.ga.gov)



# **REPORTING AND INVOICING**







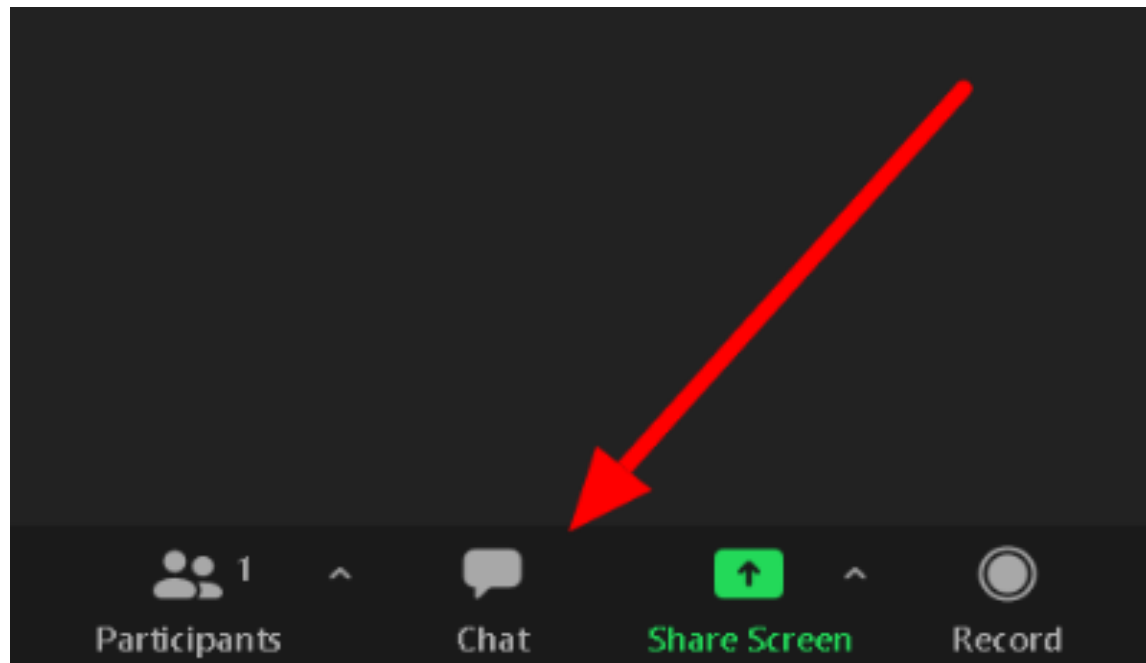
# REPORTING AND INVOICING

- **Reporting**
  - Recipients are required to submit Quarterly Reports to EPD throughout the duration of the project to document progress.
  - A Final Report must be submitted at the end of the project that includes a summary of the project and metrics quantifying the project's success.
- **Invoicing**
  - Recipients must submit a Reimbursement Request Form to EPD along with invoices and proof of payment for grant spending.
  - Reimbursement Request Forms may be submitted along with the quarterly reports or as needed, no more than once every 30 days.



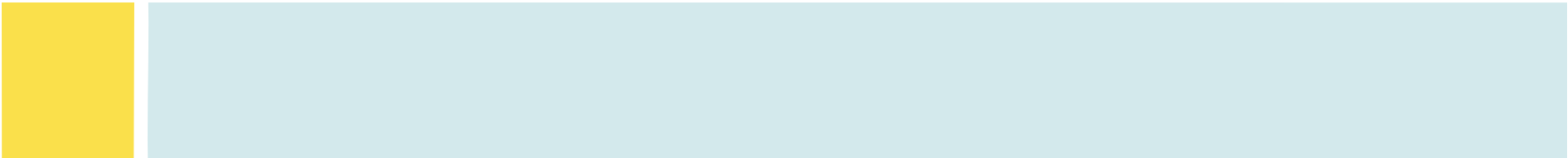
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List your name and affiliation to be added to the queue for comments and questions.





# **EVALUATION AND SCORING**





# SCORING

- Applications will be reviewed by EPD to determine if the applicant and proposed project are eligible.
- Eligible projects will be scored according the evaluation criteria.
- EPD will fund projects starting with the highest-ranking score first and will continue awarding funds until all funds have been exhausted.
- If a grant application is approved for award, EPD will notify the applicant and provide an agreement for signature.





# SCORING: MINIMUM APPLICATION REQUIREMENTS

Minimum Application Requirements	Pass	Fail
Did the applicant submit a completed application form?		
Did the application demonstrate the need, purpose, and objective of the project?		
Does the application describe all steps for implementation, including details regarding specific activities or categories of activities to be carried out with grant assistance?		
Does the application include a detailed project implementation timeline with start date, completion date, and milestones?		
Does the application include a line item budget detailing the amount and intended use of funds requested? Does it include documentation of any match items?		
Does the application outline the metrics and evaluation process that will be used to demonstrate success?		



## SCORING: EVALUATION CRITERIA

Total Points	Evaluation Criteria	Score
10	Does the application demonstrate the need, purpose, and objective for the project in the affected communities?	
5-10	Has community investment been established through matching? If there is a match or additional funding secured, what is the percentage in relation to the total project cost? 5 points for any level of investment up to 10 points for 1:1 or better.	
25	Is there a robust plan for the project with clearly identifiable steps for project implementation that are likely to result in the achievement of the outlined objectives for the proposed project?	
25	Does the application include quantifiable metrics and evaluation strategy that demonstrate how the project will make a significant impact in achieving recycling, waste reduction, and diversion goals?	
15	Does the application have a clear and coherent budget? Does the budget demonstrate the project's cost effectiveness?	
15	Does the application describe how the project's benefits are likely to be perpetuated after grant funds have been expended, and how the project will be maintained without additional investment from the State?	



## SCORING: ADDITIONAL POINTS

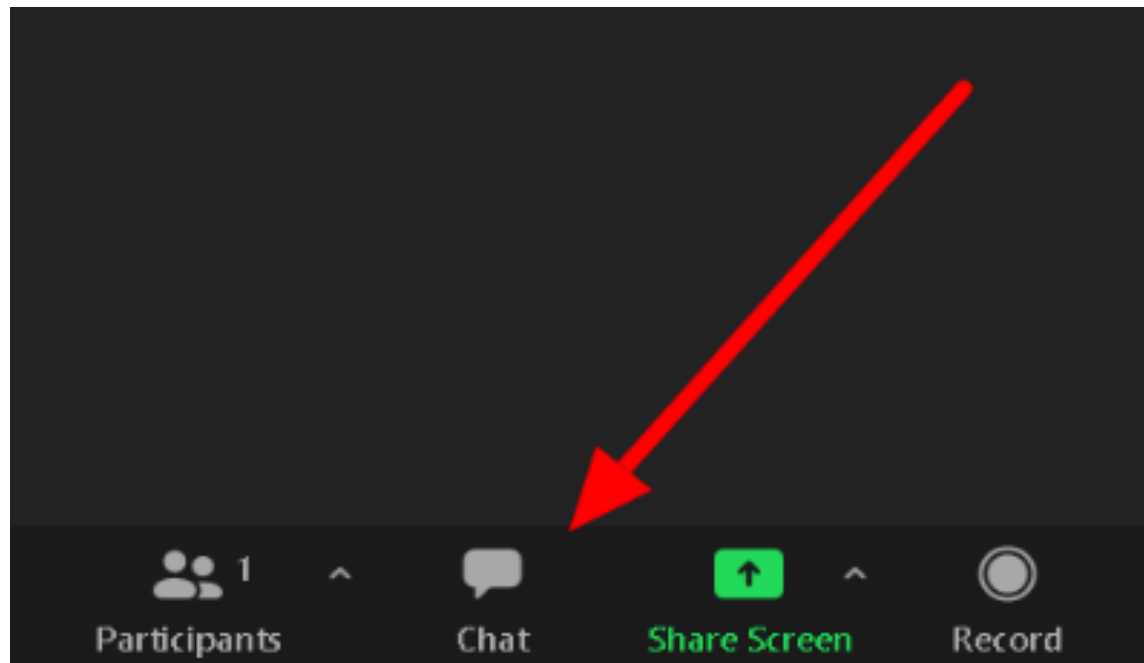
Applications may be assigned bonus points for:

Total Points	Additional Points	Score
1	Will the proposed project use Georgia-based suppliers for products and services?	
1	Does the applicant and/or project partners have “buy recycled” ordinances, policies, practices, and procedures?	
1	Does the proposed project demonstrate additional environmental benefits such as water conservation, emissions reduction, and energy conservation?	
1	Does the applicant and/or project partners actively participate in Georgia’s Municipal Measurement Program?	
2	Will the proposed project bring together new resources or innovative approaches to recycling, waste reduction, and diversion?	
2	Does the application demonstrate consistency with the local or regional solid waste management plan or other recycling, waste reduction, and/or diversion projects and activities?	
2	Does the application propose a regional or multi-jurisdictional project serving two or more local governments?	



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