

# STAR Grant Training

## Recovered Materials and Abatement Program Solid Waste Trust Fund Grant Program

Welcome to the meeting!

- All participants are joining in on mute-only mode
- Instructions on how to ask questions will be provided
- Resources available at: <https://epd.georgia.gov/about-us/land-protection-branch/recovered-materials-and-abatement/recovered-materials/star-grant>

# Solid Waste Trust Fund Grant Program Team



Lena Sassone  
RMA Program  
Manager



Sarah Knapp  
RMU Manager



Hannah Tripp  
STAR Grant



Natalie Bailey  
RWD Grant



♥ Diavion Prince ♥  
2000-2025  
Tire Grant

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

<https://epd.georgia.gov/solid-waste-trust-fund-grant-program>

# Housekeeping



We will pause throughout the presentation to allow time for questions.



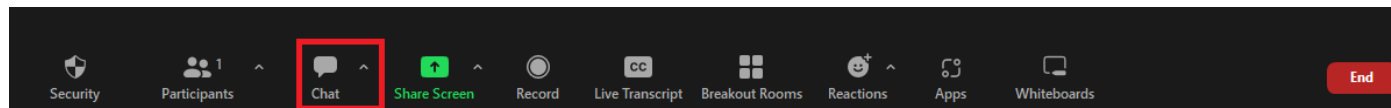
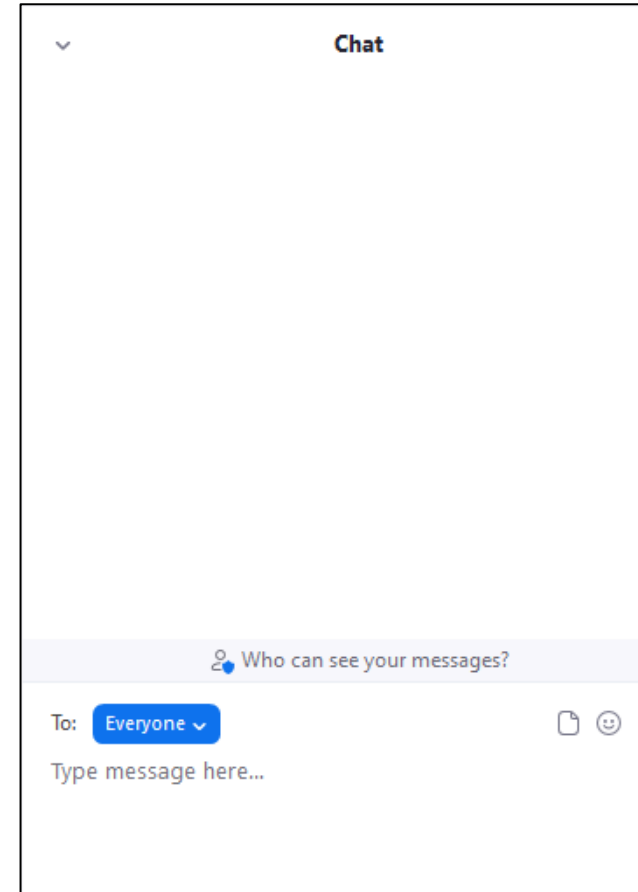
If you have joined online, use the **chat** at the bottom of the screen to ask questions or comments.



Please list your name and affiliation in the chat to be added for the queue.



Questions in chat will be read in the order received.



# Agenda

STAR Grant Basics

What is the SWTF Grant Administration Portal?

Profile

Application

Application Review and Agreement Execution

Reimbursement Request

Resources

# What is the STAR Grant?



- The STAR Grant reimburses eligible applicants for removing, transporting, and recycling scrap tires from:
  - Right-of-way cleanups
  - Scrap tire collection (amnesty) events
  - Local government-led scrap tire abatement (tire dump) projects
- Applicants may hold multiple projects, but each requires its own application
- Reimbursement is limited to \$75,000 per applicant per state fiscal year (July 1 – June 30)
- \$4 per PTE recycling cap

# Eligible Applicants

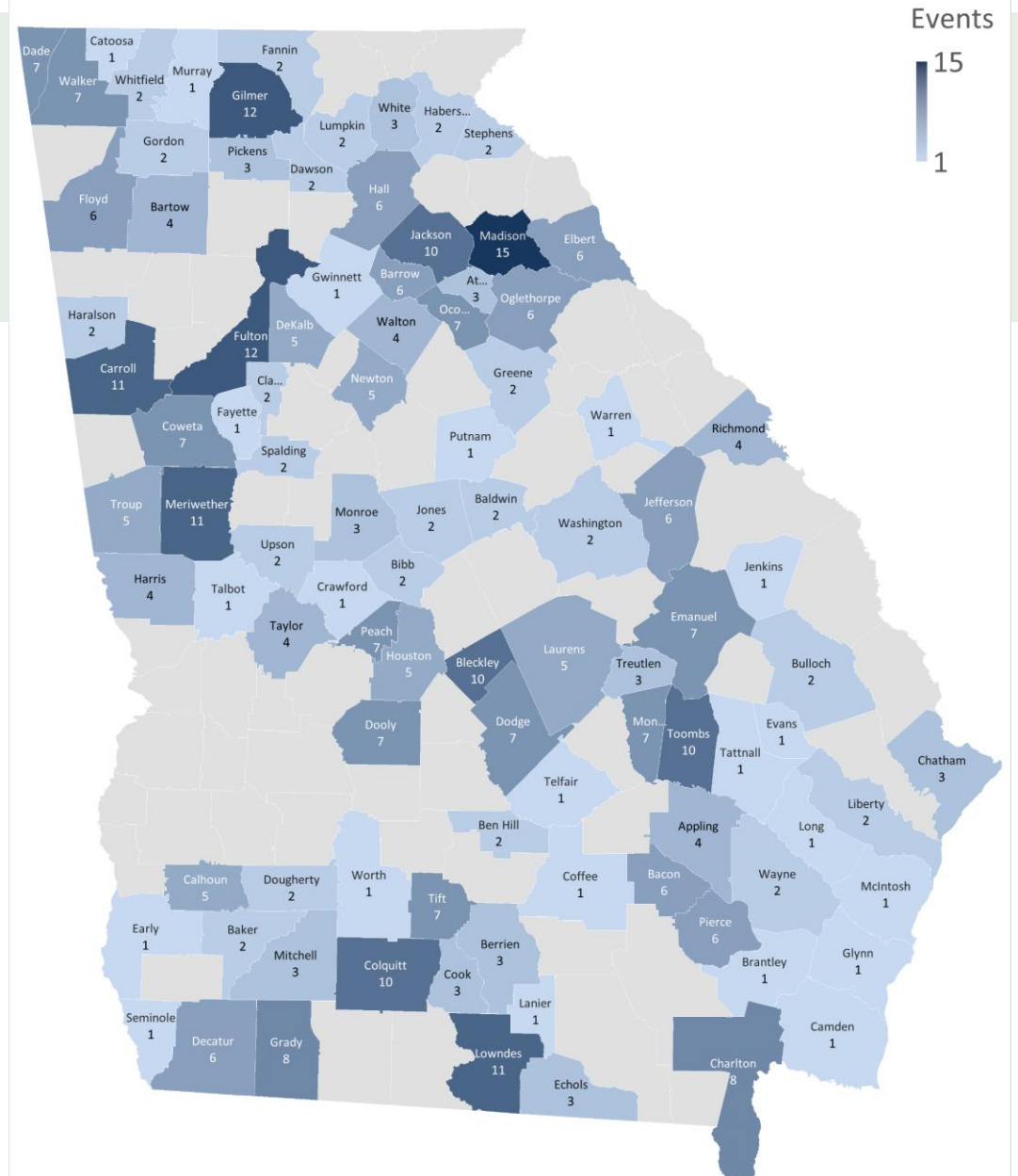


- Local Government Entities
  - Cities
  - Counties
  - Consolidated City/County Governments
  - Solid Waste Management Authorities
  - Public Authorities
- Nonprofit, private organizations, and individual citizens are not eligible to receive grant funding

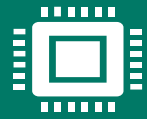
# Impact

- Since the start of the program, over 1.7 million passenger tire equivalents (PTEs) have been removed and recycled statewide.
- Local governments have been reimbursed over \$5 million to cover the costs of removing, transporting, and processing the tires.

STAR Participation by County FY 2015 - FY 2025



# What is the SWTF Grant Administration Portal?



The SWTF Grant Administration Portal is an online grant management platform.



Previously, applications and reimbursement requests were downloaded by applicants/awardees and emailed to SWTF Grant Program Staff. Now, applicants/awardees may complete and submit applications and reimbursement requests online through the portal.



Training videos and resources available at:  
<https://epd.georgia.gov/about-us/land-protection-branch/recovered-materials-and-abatement/recovered-materials/swtf-grant>

# Profile: Create Account

**GEORGIA**  
DEPARTMENT OF NATURAL RESOURCES  
ENVIRONMENTAL PROTECTION DIVISION

### Tire Products Grant Portal

**First time here?**  
Click "Sign Up" to create a new login.

**Returning User?**  
If you created a profile under the Recycling and Waste Diversion Grant or STAR Grant portals, you will use that same email and password to sign in.  
Sign in to pick up where you left off.

**Forgot your password?**  
Click "Forgot your Password?" A recovery email will be sent to create a new password.

Sign In

Email

Password

Log In [Forgot your password?](#)

Need an Account?

Sign Up

- Click on the link for the desired grant portal.
- Users will be directed to the landing page.
- If this is the users first time logging into any of the portals, the user will click the “Sign Up” button towards the bottom of the page.
- Users will be asked for an email and to create a password. The password must:
  - Contain one lowercase letter
  - Contain one uppercase letter
  - Contain one number
  - Be between 8 and 32 characters
  - Not be an email address
- After, entering in login information, users will click the “Sign Up” button.

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ENVIRONMENTAL PROTECTION DIVISION

[Return to Login](#)

### Tire Products Grant Portal

**First time here?**  
Click "Sign Up" to create a new login.

**Returning User?**  
If you created a profile under the Recycling and Waste Diversion Grant or STAR Grant portals, you will use that same email and password to sign in.  
Sign in to pick up where you left off.

**Forgot your password?**  
Click "Forgot your Password?" A recovery email will be sent to create a new password.

Sign Up

Enter an email address and choose a password to create a new account.

Email

name@company.com

Password

- Must contain at least one lowercase letter
- Must contain at least one uppercase letter
- Must contain one number
- Must be between 8 and 32 characters
- Must not be an email address

Confirm password

Passwords must match

Sign Up

# Profile Sharing

- Your organization will only need to make a profile once
- All grant portals can be accessed using the same log-in credentials
  - Recycling and Waste Diversion Grant
  - Tire Products Grant
  - STAR grant
- Profiles CANNOT be shared between more than one user at a time

### Recycling and Waste Diversion Grant Portal

**First time here?**  
Click "**Sign Up**" to create a new login.

**Returning User?**  
If you created a profile under the Tire Products Grant or STAR Grant portals, you will use that same email and password to sign in.  
Sign in to pick up where you left off.

**Forgot your password?**  
Click "**Forgot your Password?**" A recovery email will be sent to create a new password.

**Sign In**

**Email**  
hannah.baker@dnr.ga.gov

**Password**  
.....

**Log In** [Forgot your password?](#)

**Need an Account?**  
**Sign Up**

### Tire Products Grant Portal

**First time here?**  
Click "**Sign Up**" to create a new login.

**Returning User?**  
If you created a profile under the Recycling and Waste Diversion Grant or STAR Grant portals, you will use that same email and password to sign in.  
Sign in to pick up where you left off.

**Forgot your password?**  
Click "**Forgot your Password?**" A recovery email will be sent to create a new password.

**Sign In**

**Email**  
hannah.baker@dnr.ga.gov

**Password**  
.....

**Log In** [Forgot your password?](#)

**Need an Account?**  
**Sign Up**

### Welcome to the STAR portal!

**First time here?**  
Click "**Sign Up**" to create a new login.

**Returning User?**  
Sign in to pick up where you left off.

**Forgot your password?**  
Click "**Forgot your Password?**" A recovery email will be sent to create a new password.

**Sign In**

**Email**  
hannah.baker@dnr.ga.gov

**Password**  
.....

**Log In** [Forgot your password?](#)

**Need an Account?**  
**Sign Up**

# Grant Portal Links



STAR Grant Portal:

[https://webportalapp.com/sp/login/georgia-epd\\_star-grant\\_2024](https://webportalapp.com/sp/login/georgia-epd_star-grant_2024)



Recycling and Waste Diversion Grant Portal:

[https://webportalapp.com/sp/epd\\_rwd](https://webportalapp.com/sp/epd_rwd)



Tire Products Grant Portal:

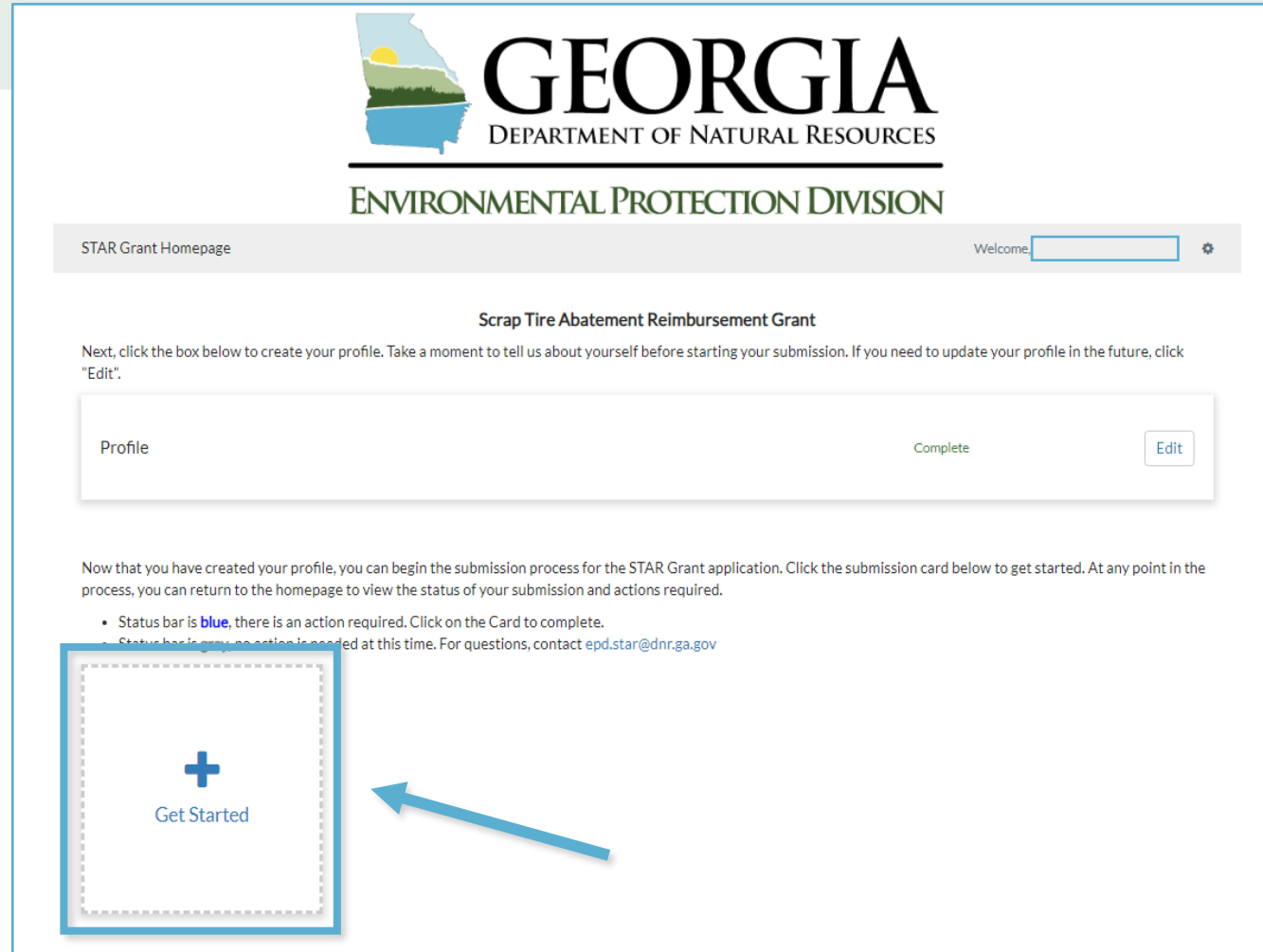
[https://webportalapp.com/sp/georgia\\_epd\\_tp\\_grants](https://webportalapp.com/sp/georgia_epd_tp_grants)

# Info needed before applying

- Event dates
- Estimate of the number of tires to be collected
- Cost estimates from tire carrier and processor
- Tire carrier and processor permit numbers
- Tire collection and storage site info



# Submitting a STAR Grant Application



The screenshot shows the STAR Grant application homepage. At the top, there is a logo for the Georgia Department of Natural Resources Environmental Protection Division. Below the logo, the text "STAR Grant Homepage" is visible on the left, and "Welcome: [input field] ⚙️" is on the right. The main heading is "Scrap Tire Abatement Reimbursement Grant". Below this, there is a paragraph of instructions: "Next, click the box below to create your profile. Take a moment to tell us about yourself before starting your submission. If you need to update your profile in the future, click 'Edit'". Below the text is a white box containing the word "Profile" on the left, "Complete" in the middle, and an "Edit" button on the right. Below this box, there is another paragraph of instructions: "Now that you have created your profile, you can begin the submission process for the STAR Grant application. Click the submission card below to get started. At any point in the process, you can return to the homepage to view the status of your submission and actions required." Below this paragraph is a list of instructions: "• Status bar is blue, there is an action required. Click on the Card to complete." and "• Status bar is grey, no action is needed at this time. For questions, contact [epd.star@dnr.ga.gov](mailto:epd.star@dnr.ga.gov)". At the bottom left, there is a card with a blue plus sign and the text "Get Started". A blue arrow points from the right towards this card.

STAR Grant Homepage

Welcome:  ⚙️

## Scrap Tire Abatement Reimbursement Grant

Next, click the box below to create your profile. Take a moment to tell us about yourself before starting your submission. If you need to update your profile in the future, click "Edit".


Profile Complete [Edit](#)

Now that you have created your profile, you can begin the submission process for the STAR Grant application. Click the submission card below to get started. At any point in the process, you can return to the homepage to view the status of your submission and actions required.

- Status bar is **blue**, there is an action required. Click on the Card to complete.
- Status bar is **grey**, no action is needed at this time. For questions, contact [epd.star@dnr.ga.gov](mailto:epd.star@dnr.ga.gov)


[+](#)  
Get Started

# Submitting a STAR Grant Application

 **GEORGIA**  
DEPARTMENT OF NATURAL RESOURCES

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ENVIRONMENTAL PROTECTION DIVISION

STAR Grant Homepage > Organization | Name > STAR Application **Draft** Welcome, 

**STAR Application** Save Draft **Mark Complete** Close

When you are ready to submit this step, please click the blue "Save" button at the bottom of the page.

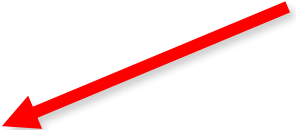
- You can save this form as a draft at any time by clicking "Save Draft" at the bottom of the page.
- When you have completed all required items, please click the "Mark Complete" button at the bottom of the page.

NOTE: When you have completed all required steps, be sure to click "Submit" on the next page.

**Scrap Tire Abatement Reimbursement (STAR) Grant**

Which grant track would you like to apply to? \*

- Scrap Tire Collection (Amnesty) Event Application
- Local Government-Led Scrap Tire Abatement (Tire Dump) Application
- Right-of-Way (ROW) Cleanup Application



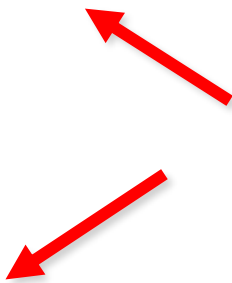
# Collection Event Dates

- Applications for collection events should be submitted at least **90 days** before your event.
- So, if you're planning to have an Earth Day event on **April 22, 2026**, you should submit your application by **January 22, 2026**.



# Submitting a STAR Grant Application

<b>Passenger *</b> 2,000	<b>Truck *</b> 80	<b>Large Off-the-Road (OTR) *</b> 10
<b>Total PTE</b> 2,676		
<b>Tons of Tires</b> 30.07		
Enter fixed costs (from your tire carrier and/or processor):		
<b>Rate Per Ton *</b> \$ 250.00	<b>Inbound Freight *</b> \$ 2,200.00	<b>Flat Fuel Charge *</b> \$ 180.00
<b>Estimated Processing Cost</b> \$ 9,898		
<b>Cost Per PTE</b> \$ 3.70		



# Submitting a STAR Grant Application

**Collection and Storage: List the address of where the tires are being collected:**


**Facility Name \***

**Address \***

**City \***

**Zip \***

**Are you storing the tires after your event in a different location than where you are collecting them from? \***

Yes - Different Location 

No - Same Location

**Please provide the full address of the storage location: \***

**Is the temporary storage site approved or permitted by EPD to store scrap tires? \***

Yes

No

**List the approval/permit \***

**Carriers and Processors**

# Submitting a STAR Grant Application

- You will need to provide information on where tires will be collected and stored.
- If your storage site is approved or permitted by EPD to store scrap tires (for example, a landfill with a scrap tire sorter permit), enter the permit number on the application
- If your storage site is not approved/permitted, you will need to submit a **tire storage letter**.
- More information on what to include in the tire storage letter may be found on the application or here: <https://epd.georgia.gov/document/document/startemporarytirestorageguidancedocx/download>

**Are you storing the tires after your event in a different location than where you are collecting them from? \***

Yes - Different Location

No - Same Location

**Please provide the full address of the storage location: \***

**Is the temporary storage site approved or permitted by EPD to store scrap tires? \***

Yes

No

**List the approval/permit \***


# Submitting a STAR Grant Application

- A **Tire Carrier** is any person engaged in collecting or transporting tires, other than new tires.
- A **Scrap Tire Processor** is any person approved through a permit issued by EPD to receive and process scrap tires.
- For the STAR Program, all tires must go to a **Beneficial Reuse Scrap Tire Processor**.

**Carriers and Processors**  
List the tire carrier(s) and processor(s) you plan to use and their permit number(s).  
*NOTE: You must use a GA EPD approved tire carrier and scrap tire processor. If you change carriers or processors after the execution of the agreement, you must notify EPD in writing of the new contractors and the reason for the change.*

**You can find lists of permitted tire carriers and permitted/approved beneficial scrap tire processors on the STAR program's website: <https://epd.georgia.gov/star-program>**

<b>Carrier Name *</b>	<b>Permit Number *</b>
<input type="text"/>	<input type="text"/>
<b>Carrier Name</b>	<b>Permit Number</b>
<input type="text"/>	<input type="text"/>
<b>Processor Name *</b>	<b>Permit Number *</b>
<input type="text"/>	<input type="text"/>
<b>Processor Name</b>	<b>Permit Number</b>
<input type="text"/>	<input type="text"/>



# STAR Application Resources



List of permitted tire carriers:

<https://epd.georgia.gov/media/133691/download>



List of permitted beneficial reuse scrap tire processors:

<https://epd.georgia.gov/media/130496/download>



STAR Portal guidance:

<https://epd.georgia.gov/document/document/star-portal-guidepdf/download>

# Manifests

- A **Tire Manifest** is a document used to identify the quantity, origin, routing, and destination of scrap tires during transportation from the point of generation to a point of final disposition.
- You are required to submit clear, filled out, signed copies of all tire manifests with your report.

Part I: Certification by Scrap Tire Generator	
Scrap Tire Generator: _____	ID#: _____
Business Address: _____	City: _____
State: _____ Zip: _____	County: _____ Phone: _____
Enter amount of scrap tires to be transported in the applicable box: (The estimated amount of tires must be within 10% of amount in Part III) <input type="checkbox"/> Number of tires or <input type="checkbox"/> Tons of tires	
Tons of processed tires (cut, shredded, etc.) to be transported: _____ (if applicable)	
Destination of Tires: _____	
Location Address: _____ Phone: _____	
I hereby certify that the above indicated scrap tires were collected in the normal course of business in _____ County, State of Georgia and are destined to be transported to the facility indicated above.	
Signed: _____	Date: _____
<small>Scrap Tire Generator Authorized Representative</small>	
Part II: Certification by Permitted Tire Carrier	
Tire Carrier: _____	GA Permit #: _____
Business Address: _____	City: _____
State: _____ Zip: _____	Phone: _____
I hereby certify that the scrap tires received from the scrap tire generator (see Part I of this form) will be delivered to the destination designated by said generator and that the completed and signed manifest will be returned to the generator within 30 days from this date.	
Signed: _____	Date: _____
<small>Tire Carrier Authorized Representative</small>	
Part III: Certification by End User/Processor/Sorter/Disposal Facility	
End User/Processor/Sorter/Disposal Facility: _____	GA Permit # (if applicable): _____
Address: _____	City: _____ State: _____
Zip: _____	Phone: _____
I hereby certify that this facility is permitted or approved by the Georgia Environmental Protection Division to receive scrap tires and that I have received: <input type="checkbox"/> number of tires or <input type="checkbox"/> tons of tires, on the date below.	
Signed: _____	Date: _____
<small>End User, Processor, Sorter, or Disposal Facility Authorized Representative</small>	
Part IV: Certification by Scrap Tire Generator	
I hereby certify that I received a completed and signed manifest from the tire carrier listed in Part II of this form on the date below.	
Signed: _____	Date: _____
<small>Scrap Tire Generator Authorized Representative</small>	

# Submitting a STAR Grant Application

- Complete acknowledgements
- Sign application (digital signature or upload “wet-ink” signature)

Are you authorized to sign on behalf of your entity? \*


Yes

No

If no, please go to the link below, make a copy of the form to complete and upload the signed signature page.


<https://epd.georgia.gov/document/document/star-application-signature-pagepdf/download>

**Signed Signature Page \***



# Submitting a STAR Grant Application

STAR Application ▾ **1**



When you are ready to submit this step, please click the blue "Save" button at the bottom of the page.

- You can save this form as a draft at any time by clicking "Save Draft" at the bottom of the page.
- When you have completed all required items, please click the "Mark Complete" button at the bottom of the page.

NOTE: When you have completed all required steps, be sure to click "Submit" on the next page.

Organization | Name | Scrap Tire Collection (Amnesty) Event Application Order by: Newest to Oldest ▾

**Application** **2**

Complete each section below.

If action is required, click "[Open](#)" to complete the section.

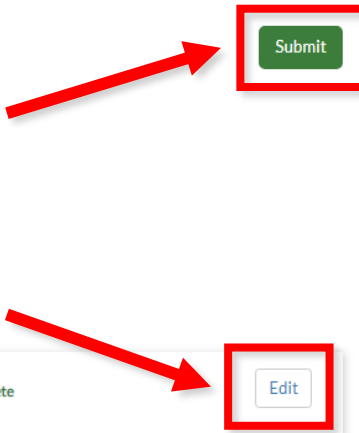
You may save as a draft anytime throughout the process to return to later.

**Make sure to hit the "Submit" button to send in your completed application.**

Once you've submitted, you will be unable to make any changes unless it is unlocked by SWTF Grant Program staff.

For questions, please reach out to [epd.star@dnr.ga.gov](mailto:epd.star@dnr.ga.gov)

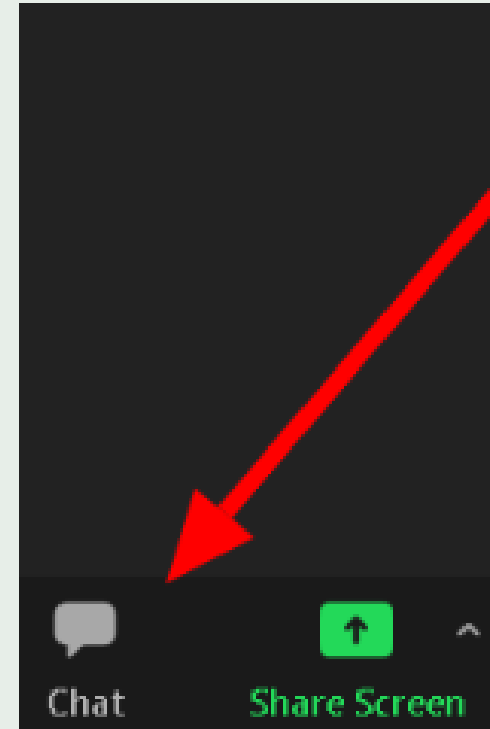
STAR Application Complete



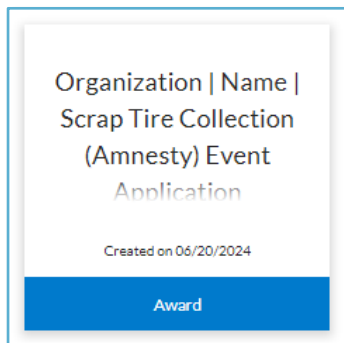
- If you have saved or completed this step, you can click "Edit" to make changes before submitting.
- Once you have submitted, you will be able to view but not make changes.

# Questions

Please list your name and affiliation in the chat to be added to the queue for questions.



# Application Review



- You will receive an email confirming your application has been submitted.
- You will also receive emails when the status of your application changes.
- In the grant portal, the card will read **Under Review** during the review process.
- If the SWTF Grant Team requires more information regarding your application during the review process, you will receive an email with the changes requested.
- In your grant portal, the card will read **Application**
- This will allow you to edit your application and fulfill the change requested.
- Once your application has been approved, you will receive an email asking you to log into the portal to download, sign, and upload your agreement.
- On the STAR Grant Homepage, the card will read **Award**

# Submitting a Signed STAR Agreement


**Award** Submit

**IMPORTANT:** Once you have completed all required items for this step, be sure to click **Submit**.

**Award**  
Click "View" to see the details of your award, download an unsigned copy of your STAR Grant agreement, and view your fully executed agreement.

**Grant Agreement Signature** Action Required Open  
Upload your signed agreement here after downloading the unsigned agreement from the "Award" section above.

- To download a copy of the unsigned agreement, click the 'View' button in the Award section.
- Then click the blue link at the bottom left under 'Unsigned STAR Grant Agreement.'

<b>Local Government</b> Georgia County	<b>STAR Grant Track</b> Scrap Tire Collection (Amnesty) Event Application
<b>Project Number</b> 24-ST-000-000	<b>Agreement Amount</b> \$9,897
<b>Unsigned STAR Grant Agreement</b> Download your unsigned agreement here.	<b>Executed STAR Grant Agreement</b> The executed agreement will be available here once signed by all parties.
<a href="#">24-ST-000-000 Georgia County Unsigned Agreement.docx</a> 	

# Submitting a Signed STAR Agreement

**Award** Submit

**IMPORTANT:** Once you have completed all required items for this step, be sure to click **Submit**.

**Award** View

Click "View" to see the details of your award, download an unsigned copy of your STAR Grant agreement, and view your fully executed agreement.

**Grant Agreement Signature** Action Required Open

Upload your signed agreement here after downloading the unsigned agreement from the "Award" section above.

**Grant Agreement Signature** Close Mark Complete

Local Government

**Upload Signed Agreement \***

+ Select a file

Organization | Name | Scrap Tire Collection (Amnesty) Event Application Order by: Newest to Oldest

**Award** Submit

**IMPORTANT:** Once you have completed all required items for this step, be sure to click **Submit**.

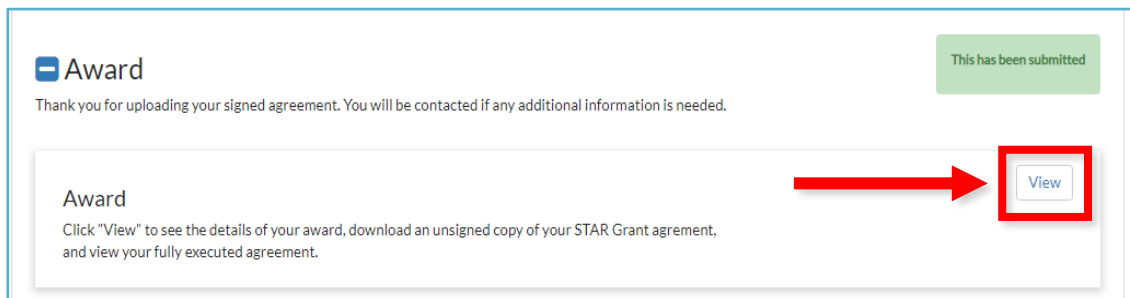
- After signing and attesting the agreement, click the 'Open' button under the Grant Agreement Signature section.
- Upload the signed agreement, then click 'Mark Complete.'
- Finally, click the green 'Submit' button.

# Submitting a Signed STAR Agreement



- You will receive an email confirming your signed agreement has been submitted.
- In the grant portal, the card will read **Pending Countersignature**
- Remember, activities completed before the agreement has been executed by EPD are not eligible for reimbursement. Please hold off on any project activities until you receive an executed agreement from EPD.
- You will receive another email once your agreement has been signed by EPD.
- In your grant portal, the card will read **Active Grant Reporting**

# Viewing an Executed STAR Agreement

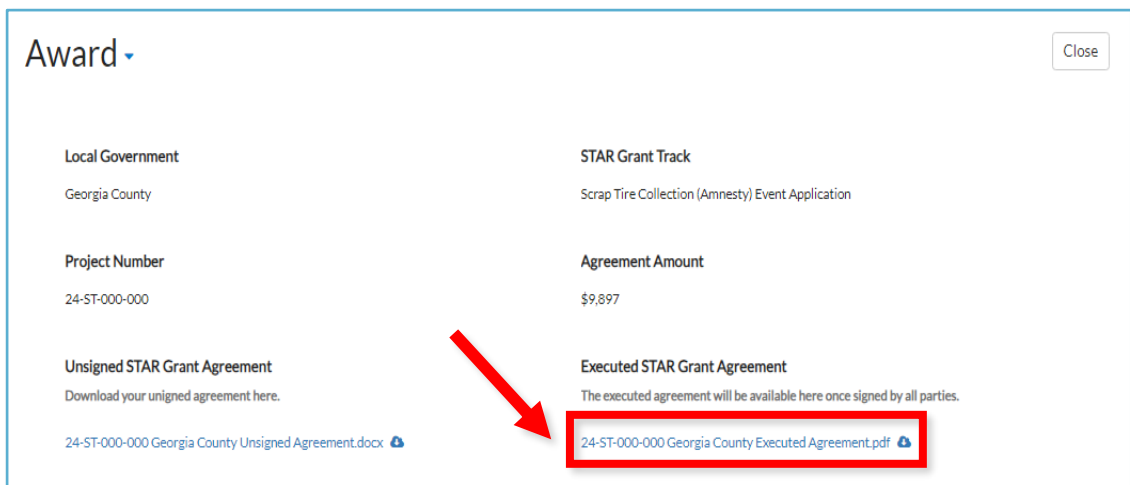


**Award** This has been submitted

Thank you for uploading your signed agreement. You will be contacted if any additional information is needed.

**Award**  
Click "View" to see the details of your award, download an unsigned copy of your STAR Grant agreement, and view your fully executed agreement.

[View](#)



**Award** Close

**Local Government**  
Georgia County

**STAR Grant Track**  
Scrap Tire Collection (Amnesty) Event Application

**Project Number**  
24-ST-000-000

**Agreement Amount**  
\$9,897

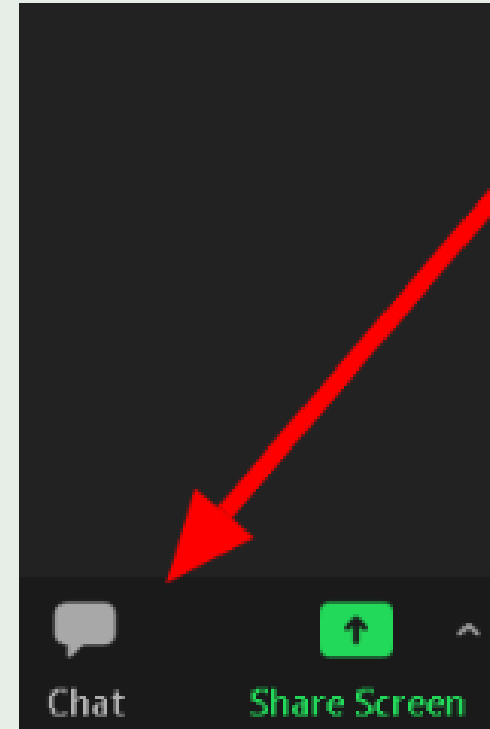
**Unsigned STAR Grant Agreement**  
Download your unsigned agreement here.  
[24-ST-000-000 Georgia County Unsigned Agreement.docx](#)

**Executed STAR Grant Agreement**  
The executed agreement will be available here once signed by all parties.  
[24-ST-000-000 Georgia County Executed Agreement.pdf](#)

- To download a copy of the agreement, click the 'View' button in the Award section.
- This is the same place where you downloaded the unsigned agreement.
- Click the link at the bottom right under 'Executed STAR Grant Agreement.'

# Questions

Please list your name and affiliation in the chat to be added to the queue for questions.



# Timeline for Reporting



Scrap tire collection (amnesty) events:

Tires must be removed within 30 days

Report due within 90 days of event completion



Right-of-way cleanups:

Tire removal must begin within 90 days

Report due within 30 days of project completion



**Local government-led scrap tire abatement (tire dump) projects:**

Tire removal must begin within 90 days


Report due within 30 days of project completion

# Manifests, Invoices, and Proof of Payment

**Permitted Tire Company**  
1234 First Street  
Somewhere, GA 30001  
Phone: 555-555-5555

Invoice #: 123456  
Invoice Date: 1/1/2022  
Due Date: 2/1/2022  
Account #: 123456

Bill to: **Local Government**  
5678 First Street  
Somewhere, GA 30001  
Phone: 555-555-0000



INVOICE				
Service Date	Description	Quantity	Rate	Total
1/1/2022	Environmental Fee	1.00	5.00	\$5.00
1/1/2022	Mixed Load Tires (Tons)	12.34	250.00	\$3,085.00
Invoice Total:				\$3,090.00

**Part I: Certification by Scrap Tire Generator**

Scrap Tire Generator: \_\_\_\_\_ ID#: \_\_\_\_\_  
Business Address: \_\_\_\_\_ City: \_\_\_\_\_  
State: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_ Phone: \_\_\_\_\_

Enter amount of scrap tires to be transported in the applicable box:  Number of tires or  Tons of tires  
(The estimated amount of tires must be within 10% of amount in Part III)

Tons of processed tires (cut, shredded, etc.) to be transported: \_\_\_\_\_ (if applicable)

Destination of Tires: \_\_\_\_\_

Location Address: \_\_\_\_\_ Phone: \_\_\_\_\_

I hereby certify that the above indicated scrap tires were collected in the normal course of business in \_\_\_\_\_ County, State of Georgia and are destined to be transported to the facility indicated above.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Scrap Tire Generator Authorized Representative

**Part II: Certification by Permitted Tire Carrier**

Tire Carrier: \_\_\_\_\_ GA Permit #: \_\_\_\_\_  
Business Address: \_\_\_\_\_ City: \_\_\_\_\_  
State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

I hereby certify that the scrap tires received from the scrap tire generator (see Part I of this form) will be delivered to the destination designated by said generator and that the completed and signed manifest will be returned to the generator within 30 days from this date.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Tire Carrier Authorized Representative

**Part III: Certification by End User/Processor/Sorter/Disposal Facility**

End User/Processor/Sorter/Disposal Facility: \_\_\_\_\_ GA Permit # (if applicable): \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_  
Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

I hereby certify that this facility is permitted or approved by the Georgia Environmental Protection Division to receive scrap tires and that I have received:  number of tires or  tons of tires, on the date below.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
End User, Processor, Sorter, or Disposal Facility Authorized Representative

**Part IV: Certification by Scrap Tire Generator**

I hereby certify that I received a completed and signed manifest from the tire carrier listed in Part II of this form on the date below.


Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Scrap Tire Generator Authorized Representative

Your reimbursement request must include clear copies of all tire manifests, invoices, and proof of payment.

# Submitting a STAR Reimbursement Request

Organization | Name | Scrap Tire Collection (Amnesty) Event Application Order by: Newest to Oldest

**Active Grant Reporting**  
Please submit all STAR Grant reimbursement requests with 90 days of project completion.

Reimbursement Requests 1  **Open**  
Click "Open" to submit a reimbursement request.

- When you are ready to submit your reimbursement request, click 'Open' under 'Active Grant Reporting'
- Fill out requested information and include attachments

STAR Grant Homepage > Organization | Name | Scrap Tire Collection (Amnesty) Event Application > Reimbursement Requests **Draft** Welcome, hannah.tripp@dnr.ga.gov

Reimbursement Requests 2 Save Draft Mark Complete Close

**Reimbursement Request**

Event Name \*


Reimbursement Requested \*  
\$


Payment Type \*  
 Final  
 Partial


Do you know the tons of scrap tires removed? \*  
 Yes, I know the tonnage.  
 No, I don't know the tonnage.


**Attachments** 3

Along with this form, the following attachments must also be submitted to EPD in order to receive reimbursement.

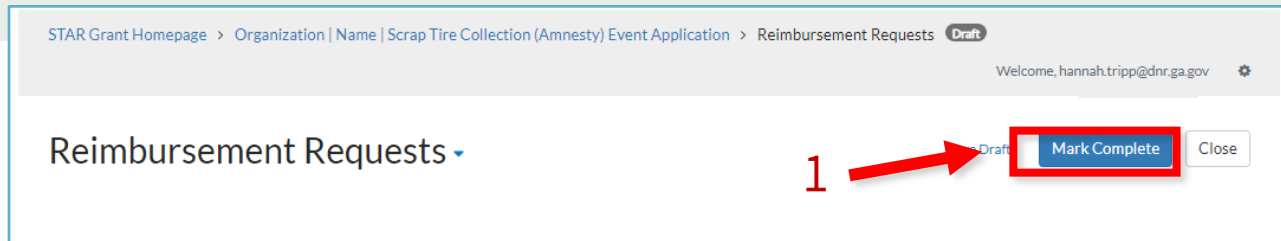
Copies of all signed transportation manifests and weight tickets. \*  
 

Copies of all itemized contractor invoices with number/tons of tires removed by type (e.g., passenger, truck, OTR). \*  
 

Copies of all checks showing amount paid to each contractor. \*  
 

Three or more photos taken during the event. Images should be at least 300 dpi, no larger than 5 MB, and in JPG, PNG, or TIF format.  
 

# Submitting a STAR Reimbursement Request



- Once you have finished, click 'Mark Complete'
- Next, click the green 'Submit' button
- You will receive an email confirming your reimbursement request has been submitted and the card will read **Completed Grant**



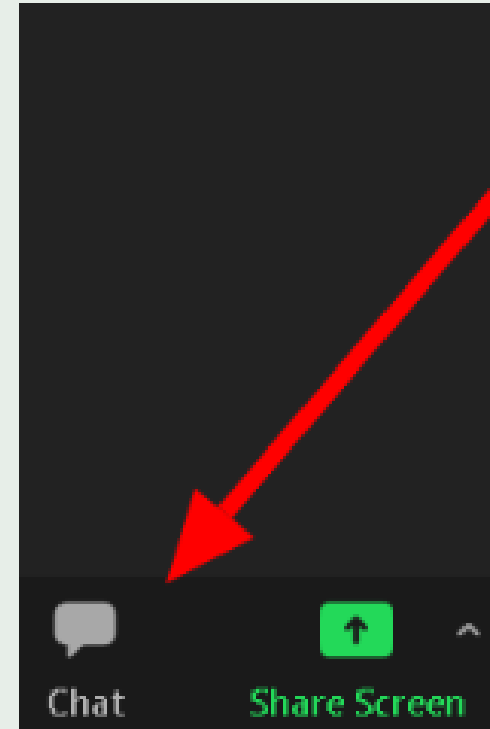
# Payment Status

- You will receive an email once your reimbursement request has been approved.
- The grant team does not issue payments. We just review, approve, and forward reimbursement requests to EPD Finance for processing.
- It can take around 30 days to receive payment.
- If you do not receive payment, contact us at [epd.star@dnr.ga.gov](mailto:epd.star@dnr.ga.gov), and we will follow up with EPD Finance.



# Questions

Please list your name and affiliation in the chat to be added to the queue for questions.



# Resources

STAR Grant Portal: [https://webportalapp.com/sp/home/georgia-epd\\_star-grant\\_2024](https://webportalapp.com/sp/home/georgia-epd_star-grant_2024)

STAR Grant: <https://epd.georgia.gov/about-us/land-protection-branch/recovered-materials-and-abatement/recovered-materials/star-grant>

SWTF Grant Program: <https://epd.georgia.gov/about-us/land-protection-branch/recovered-materials-and-abatement/recovered-materials/solid-waste-0>



Submit Questions to: [epd.star@dnr.ga.gov](mailto:epd.star@dnr.ga.gov)