

A light blue map of the Houston-Galveston Area Council region, showing county boundaries. The map is centered on the text.

# Go To Webinar

User Tools

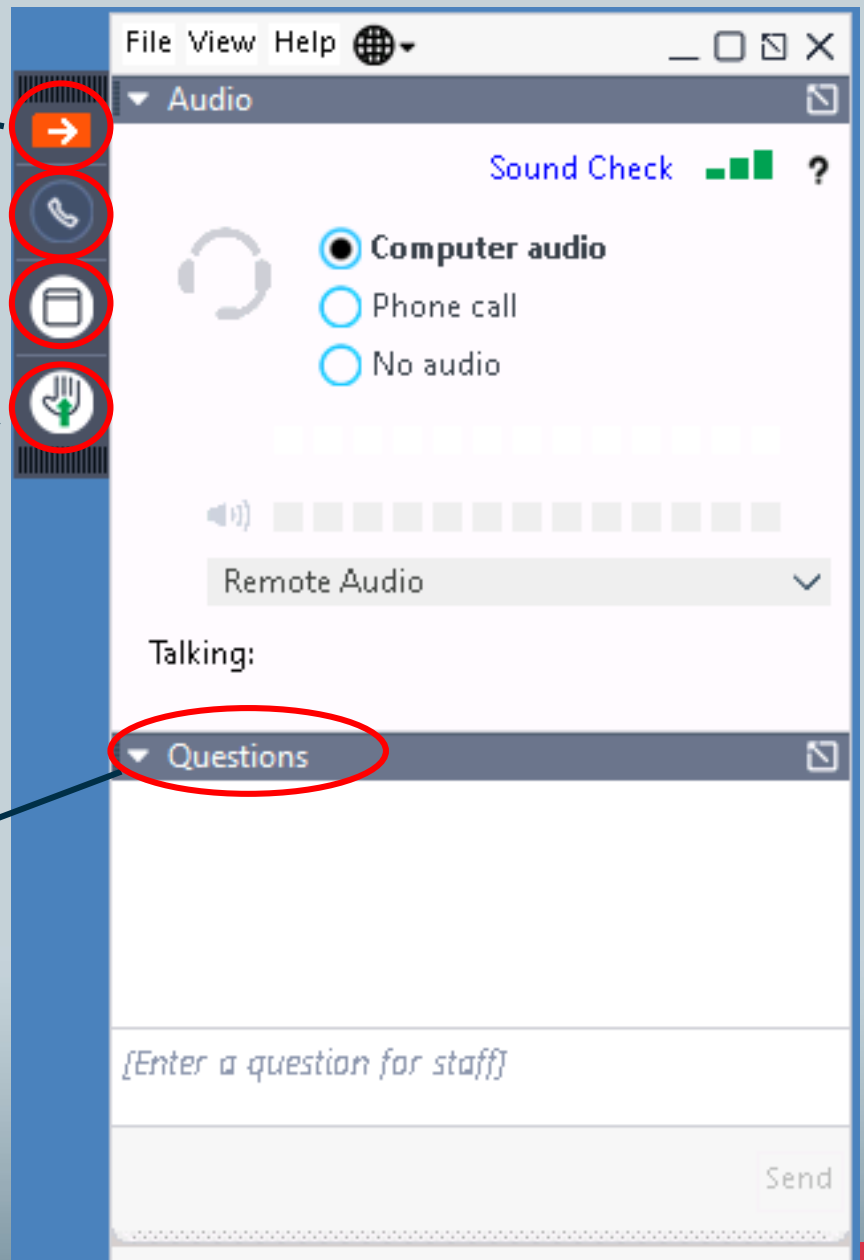
Open Control Panel

Mute / Unmute

View in Full Screen

Raise Your Hand

Ask a Question



# **H-GAC Solid Waste Grants Application Workshop**

Fiscal Year 2021

# Grant Basics and Eligibility

# Solid Waste Grant Basics

- Solid waste implementation projects
- Applications available online
- Applications due 12:00 noon, April 16, 2020
- Online submittal only
- \$236,652 available

# Solid Waste Grant Basics

- Project must be consistent with Regional Solid Waste Management Plan Goals and Objectives (Volume I) (SWMP)
  - [www.h-gac.com/solid-waste-management/recycling/documents/RegionalSolidWasteManagementPlanVolumeIWith2007Approval.pdf](http://www.h-gac.com/solid-waste-management/recycling/documents/RegionalSolidWasteManagementPlanVolumeIWith2007Approval.pdf)
- Select specific goal and objective

# Eligible Recipients

- Cities
- Counties
- Public schools and school districts
- Other special law districts
  - Entities with authority and responsibility for water quality protection or MSW management
  - Examples: MUDs, river authorities

# Private Industry

- Grant funded projects must not create unfair competition with existing private industry
- Private industry will be notified
  - Applications will be available for review by private industry
  - Private industry may offer comments on proposed projects before scoring meeting
- Projects for which private industry concerns have been identified may be denied funding



# Private Industry

- Summaries of Discussion and Method of Contact
- Mandatory completion of section for SRR and E&T demonstration projects.
- Sources for private industry providers
  - Google search
  - [www.earth911.org](http://www.earth911.org)
  - TCEQ or H-GAC
  - Word of mouth

# Similar Programs

- Contact your neighbors; don't duplicate efforts
- H-GAC staff can provide you with contacts for similar programs

# Eligible Project Categories

# Local Enforcement

- Projects which contribute to prevention of illegal dumping of MSW
  - Investigation
  - Enforcement
  - Education
- Not to be used for activities related to industrial and/or hazardous waste

# Litter and Illegal Dumping Cleanup and Community Collection Events

- Ongoing or periodic cleanup of litter and illegal dumping (excluding scrap tire sites)
- Trash receptacles for areas with chronic littering problems
- Periodic community collection events
  - Not more than quarterly
  - Only items for which no collection alternative is available (such as heavy trash)

# Source Reduction and Recycling

- Diversion of materials from the waste stream through reuse, recycling or source reduction
  - Collection, processing and transportation
  - Efficiency improvements and tracking
  - Education and promotion

# Household Hazardous Waste Management

- Collection, recycling, re-use or proper disposal of HHW
- Must coordinate with TCEQ

# Education and Training

- Public outreach and education on MSW issues
- Inclusion as a component of projects in other categories is encouraged
- Stand-alone E&T projects also eligible



# Other

- Other projects not specifically prohibited
- Considered on a case by case basis

# Eligible Expenses

# Personnel

- Salary and fringe
- New positions, cannot supplant existing salary

# Travel

- Must be directly related to grant-funded project
- Conferences
- Transportation costs, food, hotel, etc.
- Follow your entity's policy; not H-GAC's

# Supplies

- Unit cost of \$1,000 or less
- Can be used up in less than one year
- Office supplies
- No stockpiling
- 100% solid waste

# Equipment

- Unit price over \$5,000 including freight and set up costs
- Must be approved by H-GAC in advance, be specific in description
- Entities must follow all applicable bidding and contracting laws and regulations
- H-GAC Cooperative Purchasing - [www.hgacbuy.com](http://www.hgacbuy.com)
- Place on inventory

# Construction

- H-GAC must approve all construction details/plans - Applicant may not incur construction costs unless H-GAC approval provided.
- Entities must follow all applicable bidding and contracting laws and regulations – your entity’s policies – not H-GAC’s.

# Contractual

- Costs for professional services or tasks provided by a firm or individual who is not employed by the grant recipient
- All contractual costs must be approved by H-GAC in advance - No contractual costs may be incurred prior to H-GAC approval
- H-GAC regional contracts (HHW/Used Electronics)



# Other

- For items or services that do not readily fit into any other budget categories
- Examples include computers, educational materials, personal protective equipment, advertising, printing, signage, recycling containers, etc.

# Grant Budget Summary

- Keep budget realistic and confirm that all expenses are eligible.
- Make sure you justify all expenditures in the budget narrative when required.
- For equipment and constructions costs, consider adding 5-10% of total unit cost to allow for cost increases.

# Completing the Application

# Authority to Sign

- Who can sign the application
  - Will depend on each entity
  - It will be the person who can legally enter the entity into a contract
- County Commissioners Court or City Council approval will vary with each entity
  - Not a grant requirement

# Certifications and Assurances

- Consideration of private industry
- Consistency with regional solid waste plan
- Cost reasonable and necessary
- TCOLE certification, if applicable
- Real property and equipment requirements
- Comply with progress and results reporting requirements

# Funding Standards

- 100% solid waste use
- Funded local enforcement or cleanup programs must coordinate with TCEQ and/or KTB
- Equipment and controlled assets must be maintained on local and regional inventory
- Project expenses must be incurred within grant period
- Progress and results reporting is required

# Selection Criteria

# Selection Criteria

- Project merits and needs (0-45 points)
- Local resources and commitment (0-25 points)
- Project evaluation (0-30 points)



# Project Merits and Need

- Project Title
- Need for Project
- Objective
- Project Feasibility
- Outreach & Education

# Local Resources and Commitment

- Ability to Sustain Project
  - Future funding plans
  - Ability to sustain program beyond grant period
  - If the project has received H-GAC funding in the past, what makes this project different?
- Matching funds or in-kind services
- Partnerships

# Project Evaluation

- Economic Viability
- Anticipated Effectiveness
- Measures of Success

# Additional Program Information

- Contains questions specific to grant type
- No point value, but will help the committee select projects for funding

# Scoring

# Scoring

- No presentations
- Results released by May 6, 2020

# Schedule

- May 11– Deadline for appeals
- May 18 – Appeal meeting
- June 16 – H-GAC Board Review
- June - July – TCEQ Review
- July - August – Contracting with grantees
- Grant Period – September 2020 – June 2021

# Future Requirements

- Implement your project
- Monthly financial reporting
- Quarterly progress reports
- Site visits
- Fiscal monitoring



# Qualities of a Good Project

- Real need
- Does the project actually address the need?
- Backing from upper management
- Do your research
- Is your project really about solid waste?

# Qualities of a Good Project (Cont.)

- Is education being incorporated to promote a lasting change?
- Ability to replicate the project in other communities
- Cost-effective
- Don't duplicate efforts of others in your community

# Qualities of a Good Application

- Thorough but concise
- Are the outcomes realistic?
- Is the project impact realistic?
- Do the quoted statistics make sense?
- Spell check, spell check, spell check
- Don't overstate your match

# Tips from the SWMC

- Know your agency's purchasing process
- A picture is worth a thousand words
- Being able to show that the project/program can be sustained is a big thing.
- Start talking with those in your group and those you will be partnering with now.

# Extras...Helpful Hints

- Have a good strong summary.
- Make sure you complete all sections.
- Make sure you address all the review criteria.
- Make sure that you have time for any necessary procurement, hiring or training.
- Consider adjusting salary requests to allow for the time necessary to recruit a new employee.

# Extras...Helpful Hints

- H-GAC staff can review drafts – give as much time as possible.
- Think partnerships.
  - Other local governments
  - Non-profits
  - Private companies

# Questions?

Cheryl Mergo

Manager

713.993.4520

[cheryl.mergo@h-gac.com](mailto:cheryl.mergo@h-gac.com)

Erin Livingston

Principal Planner

832.681.2525

[erin.livingston@h-gac.com](mailto:erin.livingston@h-gac.com)