

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

Fiscal Years 2024-2025

# The meeting will begin shortly



Please mute your microphone until called for questions.



Please disable your video unless you are speaking.



Please enter your name and title in the chat.



Please insert questions in chat or raise hand to speak.



This meeting is being recorded.

# FY24/25 Grant Cycle Timeline



# Grant Basics and Eligibility

# Solid Waste Grant Basics

- Solid waste implementation projects
- Applications available online
- Applications due 12:00 noon, October 17, 2023
- Online submittal only
- \$1,000,000 available

# Solid Waste Grant Basics

- Project must be consistent with Regional Solid Waste Management Plan Goals and Objectives
  - <https://www.h-gac.com/getmedia/0647ff2c-55ba-4178-bb78-390b2e59f94b/2022-H-GAC-Final-Regional-Solid-Waste-Management-Plan>
  - 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, TS, 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





# Local Solid Waste Management Plans

- Development or amendment of local SWMPs
- Must be consistent with regional SWMP



**Regional  
Solid Waste  
Management Plan  
2022-2042**



# Citizens' Collection Stations and "Small" Registered Transfer Stations



- Construction and equipment for citizens' MSW collection stations
  - Incorporation of recycling options is encouraged
- Design and construction of MSW transfer stations that qualify for registration or notification
  - No projects requiring permits



# Household Hazardous Waste Management



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

# Technical Studies

Montgomery County, Texas  
Temporary Debris Storage and Reduction Site Report

Date: January 2008

Prepared for Houston-Galveston Area Council  
Prepared by Beck Disaster Recovery, Inc.

Prepared in cooperation with and financed primarily by the  
Texas Commission on Environmental Quality

- Collection and analysis of data and information for use in making local solid waste management decisions

# 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

# Eligible Expenses



# Personnel

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





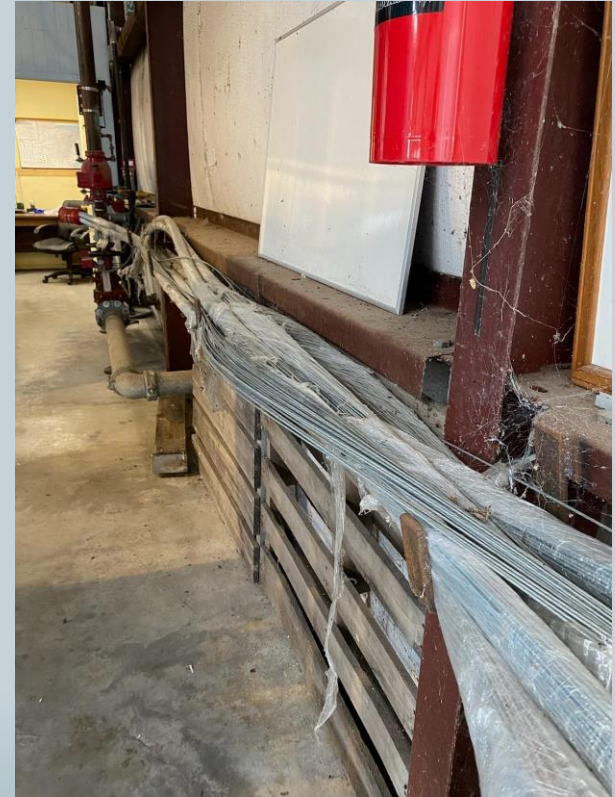
# Travel

- 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.



# Completing the Application

## Solid Waste Management Grants Application Login

### Login

Login to the Solid Waste Management Grant Application using your email address and password created during the registration process.

Email Address

Password

Register

Reset Your Password

Login

# 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.

# 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 Needs

## (0-45 Points)

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

### Project Merits and Needs

#### Project Merits and Needs (Up to 45 Points Total)

All fields are required.

##### 1. Need for Project (15 Points)

500 Words or Less - Currently 0 Words

##### 2. Objective (5 Points)

50 Words or Less - Currently 0 Words

##### 3. Project Feasibility (15 Points)

200 Words or Less - Currently 0 Words

##### 4. Please upload your completed copy of the [Grant Project Implementation Timeline](#)

File uploads may not exceed 30MB.

Remove File

Upload File

##### 5. Outreach and Education (10 Points)

200 Words or Less - Currently 0 Words

# Local Resources and Commitment

## (0-25 Points)

- 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

### Local Resources and Commitments

Local Resources and Commitments (Up to 25 Points Total)

All fields are required.

1. Ability to Sustain Project (15 Points)  
200 Words or Less - Currently 0 Words

2. Matching Funds or In-Kind Services (5 Points)  
200 Words or Less - Currently 0 Words

3. Partnerships (5 Points)  
200 Words or Less - Currently 0 Words

# Project Evaluation

## (0-30 Points)

- Return on Investment
- Anticipated Effectiveness
- Measures of Success

### Project Evaluation

#### Project Evaluation (Up to 30 Points Total)

All fields are required.

##### 1. Return on Investment (15 Points)

200 Words or Less - Currently 0 Words

##### 2. Anticipated Effectiveness (10 Points)

200 Words or Less - Currently 0 Words

##### 3. Measures of Success (5 Points)

200 Words or Less - Currently 0 Words

# Additional Program Information

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

## Additional Program Information - Missing Grant Category

Additional information will be required based on the category of the grant you are applying for. Please return to the [General Information page](#) and select a Grant Category.

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Return to Applications Portal

Save

# Presentations and Scoring

# Presentations and Scoring

- Presentations on October 31 and November 1, 2023
- Just 15 minutes per applicant
  - Brief, concise presentation – 5 minutes (highlight key points, committee has already reviewed application)
  - Q&A with the Review Subcommittee – 5 minutes
  - Subcommittee will have 5 minutes to score
- Results released by November 2, 2023



# FY24/25 Schedule Post Scoring



# 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.
- Review your application and make sure it is grammatically correct with complete and concise sentences
- Be organized and keep everything in one place

# 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

Senior Manager

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

Erin Livingston

Principal Planner

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

Wendy Almanzan

Lead Program Coordinator

[wendy.almanzan@h-gac.com](mailto:wendy.almanzan@h-gac.com)