Who submits the grant proposal?
The Solid Waste Management District (SWMD) will submit the application on a community’s behalf.

How do applicants submit a grant proposal and what is the deadline for submission?
A proposal for grant funding, including the completed application form and the required letters of support, must be submitted via email to Jill Martin of The Recycling Partnership (TRP) at jmartin@recyclingpartnership.org with the email subject line reading “Recycling Contamination Grant Proposal.” The deadline for e-mail submissions was extended to February 11, 2019.

Can a grant proposal include supplemental information other than the grant application form?
Yes, applicants may include additional information to support their grant proposal (e.g. cover letter, narrative, supporting documentation for match, educational program description, etc.) as an attachment to the grant application form. A cover letter should describe the overall project and approach.

Can more than one community in a SWMD and/or MRFshed submit a joint application?
No, SWMD’s must submit separate applications on behalf of each community. Each application will be evaluated separately. In the event multiple communities within a SWMD and/or MRFshed apply, if it is agreeable to all participants, communities may be grouped together under a single grant award. This scenario is most likely if the combined households served is about 40,000. In these cases, the awardees must identify a single fiscal agent and lead contact to coordinate with TRP.

For multi-community awards, will all communities have access to the same support and services as a single community?
TRP’s digital online platform communication tool (Recycle Coach, Recycle by City, Re-Collect) and the mobile reporting Rubicon app will offer free hardware and software licenses (one-year subscriptions) to 4 communities (statewide). All other materials and services will be available to participating communities.

How many grants will be awarded?
The number of grant awards will be dependent on the number of applications received with a goal of addressing about 40,000 households in each MRFshed. In some cases, applicants within the same MRFshed will be competing for funding while in others all applicants may be awarded depending on the number of combined households served. The grant award and the budget will be based off the number of households served.

What is the maximum award?
The maximum grant award is $80,000. Grant budgets should be based on the number of households served at a rate of $2/household served. The targeted number of households served by a grant(s) in each participating MRFshed is about 40,000.

Is there a match requirement?
For individual proposals, match is required to assist more than 40,000 households served. The community and/or partners must provide matching funds to complete a project addressing more than 40,000 households served.
Recycling Contamination Grant Program
Request for Proposals – Frequently Asked Questions

What are acceptable sources of matching funds?
Matching funds must be for a project related expense and not incurred as an “in-kind” contribution. Communities are encouraged to work with their SWMD’s and MRF’s to partner on needed matching funds. In some cases, communities may be able to utilize funds received from their SWMD’s. Any match funds provided by a MRF partner would be in addition to the funds each MRF is contributing to the overall state-wide project required by Ohio EPA and TRP. Applicants are not required to include the state-wide project match from MRF partners as part of their individual project budgets.

How will funding flow for this project – is it a reimbursement process?
Grantees will be reimbursed for costs incurred. A SWMD or a community may enter into a grant agreement with TRP. Payment will transfer directly to the grantee and then, if needed, to the entity performing the work (tagging and/or outreach). In the case of a multi-community award, the designated fiscal agent will administer the grant and disburse funds as received. The program is organized for quarterly reimbursements. However, TRP is willing to coordinate with grantees on structuring payments.

What is the tagging cycle and is it consistent?
A minimum of 4 consecutive collection cycles is required and the same houses are evaluated.

Who does the tagging?
A community can either use their own staff, hire temporary staff or partner with a community organization to hire local workers or provide volunteers.

Can a community use their own graphics?
TRP will work together with each community regarding images and icons to be placed into information cards and tag templates.

Can a community use thank you tags or “well done tags” for those carts doing it right?
Funding for “well done tags” are not included with initial project expenses, however, if funding remains those tags could be considered. TRP does not recommend using thank you tags as it sends a mixed message. and re-enforce bad habits (i.e. minimal contamination in a bin or lessen the impact of the oops tags). Preferably thank you tags would be utilized for those carts that corrected from a previous tagging event.

Can a community and MRF use previous benchmark sampling analysis data for the required pre-tag measurement strategy?
Yes, previously collected data can be included in the benchmark sampling analysis, however, data must also be collected right before the tagging schedule to get an accurate snapshot of a particular route.

On average, how many houses can a staff person “tag” and how much time does this take during a round of cart tagging?
Past practice has proven that one person can inspect and tag approximately 100-200 households/hour although this can vary based on density, weather, set out and participation rates, and inspection crew.