



# Community Grant Program - 2025

## **Introduction**

The Boone County Solid Waste Management District (“District”) is responsible for implementing programs and educating Boone County residents to reduce, recycle or properly dispose of their residential waste. Through education and programming, the District enables residents to be responsible stewards of the environment while preserving public health in and around Boone County.

To supplement efforts, the district is pleased to offer a community grant to help conserve natural resources, decrease dependence on disposal, demonstrate the importance of sustainability, and generally promote improvements in the health and welfare of the residents of Boone County.

## **Eligibility**

All non-profit organizations, schools, libraries, civic organizations, clubs, and businesses operating within Boone County are eligible to apply. All applicants must have good financial, environmental, health and safety records. All grant funds will be paid to the organization, not to an individual. All grant funded activities must take place within Boone County.

Please note, local municipalities are not eligible for this community grant. A separate municipality grant program has been established through the District. Please make contact with the District office for more details.

## **Project Guidelines**

Applicants may apply for a grant of any value up to \$5000 per calendar year. The funds must be distributed within the following calendar year. Preference will be given to innovative solid waste reduction, reuse, or recycling programs that can serve as models to other communities and institutions in the County. Proposals may include but are not limited to, new or expanding recycling programs, environmental education programs, waste related public outreach initiatives and recycled content purchasing initiatives. **Grant funds may NOT be used for payment of services (i.e. hauling services for recyclables/trash, advertising, installation, etc.).** If infrastructure items are to be purchased with grant funds, a District decal must be able to be affixed. The following is a list of sample projects that may be considered for the District grant program. This list is not exclusive and serves only to provide applicants with ideas on which to build upon.

- Purchase of permanent bins for recycling
- Purchase of recycled content playground, park or trail equipment and accessories
- Purchase of proper disposal containers (i.e. cigarette butt or pet waste containers)
- Funding for environmental education and outreach activities

## **Grant Review Process**

Each grant application will be reviewed by the District's Citizens' Advisory Committee ("CAC") and the District staff. The CAC, with input from the staff, will forward recommendations to the District's Board of Directors. The Board will review the applications and the recommendations provided. They will then determine which projects are most worthy of funding based on the predetermined selection criteria listed on the application. Decisions of the District's Board members whether to grant funds at any time are subject to the sole discretion of the Board, regardless of the merit of any pending applications, and any solicitation by the District of applications under the Grant Program does not bind the District to provide funding to any project(s).

## **Application Process & Timeline**

Please complete the attached questionnaire with supporting documents and submit to the District office via:

Electronically: [jlawrence@co.boone.in.us](mailto:jlawrence@co.boone.in.us)  
Include the subject line: GRANT APPLICATION

Mail: Boone County Solid Waste Management District  
127 West Main Street  
Suite 313  
Lebanon, IN 46052

Hand Delivery: District Office  
3<sup>rd</sup> Floor of the Key Bank building  
on the south side of the Courthouse Square  
127 West Main Street, Suite 313  
Lebanon, IN 46052

Application Deadline: **Monday, September 30, 2024**

Applications will be considered at the District Board Meeting on Thursday, November 21, 2024, at 8:30am in the Connie Lamar Meeting Room in the Boone County Annex at 116 West Washington Street, Lebanon. Applicants are not required to attend the board meeting for consideration, but the public is always welcome.

## **Implementation of Selected Grant Projects**

Upon selection, all grantees will receive an award letter that will give additional information regarding the awarded grant funds. The award letter will include such information as the monetary value, the steps on how to obtain funds, and the requirements of proof regarding the implementation of the grant funds. The Board may place constraints and stipulations on the project. For example, the Board may require various forms of recognition for its financial support or suggest additional educational items to be included within the grant project (i.e. signage). At any time, grantees may be requested to appear before the Board to describe the progress of the project.



# Community Grant Program Application

**Application Deadline:** **Monday, September 30, 2024**

If you would like assistance or input from the District as you develop your application, please contact the District office at 765-483-0687 or e-mail the Executive Director, Jennifer Lawrence, at [jlawrence@co.boone.in.us](mailto:jlawrence@co.boone.in.us). Best of luck and we look forward to reviewing each grant idea and application.

1. **Name of Organization:** \_\_\_\_\_
2. **Representative Name:** \_\_\_\_\_
3. **Delivery Address:** \_\_\_\_\_
4. **Phone Number:** \_\_\_\_\_
5. **E-mail:** \_\_\_\_\_
6. **Total Requested Funds:** \_\_\_\_\_ (May apply for of any value up to \$5000)

*Please answer the following questions as fully and concisely as possible.*

*A project that meets the entire following list of criteria will be highly considered for grant funds:  
Innovation, Effectiveness, Sustainability, Transferability, Cost Effectiveness, Impact, Use of Recycled/Reclaimed/Upcycled Materials, & Cash or In-Kind Matches*

7. **Brief Summary of Project including goals and timeframe:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
8. **How does your organization foresee the project being modeled or transferred throughout the County?**  
\_\_\_\_\_  
\_\_\_\_\_
9. **Is the project sustainable without continued financial assistance beyond the grant period? YES NO**

10. Please provide a population estimate of residents and the parties involved in the project to show an overall impact to the County: \_\_\_\_\_

11. Does the project utilize recycled content materials to achieve its goals? YES NO

12. How does your project help our mission to reduce, reuse or recycle materials that would otherwise end up in a landfill? \_\_\_\_\_

13. What matching funds and/or in-kind services is the applicant willing to contribute to the project? (If more than one group is involved, list each group and its contribution) \_\_\_\_\_

14. Attach dated quotes from manufacturer/vendor for each requested item. Ensure to include shipping in your quote. Consider a lift gate, typically for an additional charge, for delivery of items. Organizations may utilize the District's tax-exempt status if they are not themselves and the District completes the order.

15. Details for EACH requested item:

Item #1 (Description & Size): \_\_\_\_\_

Vendor: \_\_\_\_\_ Quantity: \_\_\_\_\_

Website: \_\_\_\_\_ Unit Price: \_\_\_\_\_

Model #: \_\_\_\_\_

Color: \_\_\_\_\_ Secondary Color (i.e. leg/frame color): \_\_\_\_\_

Item #2 (Description & Size): \_\_\_\_\_

Vendor: \_\_\_\_\_ Quantity: \_\_\_\_\_

Website: \_\_\_\_\_ Unit Price: \_\_\_\_\_

Model #: \_\_\_\_\_

Color: \_\_\_\_\_ Secondary Color (i.e. leg/frame color): \_\_\_\_\_

*If additional items are requested, please include additional pages.*

**TIPS:** Please remember to include shipping, lift gate (if applicable) and consider how long your quote is valid.

Grant funds are paid out the following calendar year.

Sale prices may not be valid.

**Consider rounding your overall request up to account for the increase in pricing.**