

**Barry County Solid Waste Oversight Committee**  
**Mini-Grant Program Outline**  
**Grant Period – January 1, 2019 thru December 31, 2019**

**Purpose**

The Barry County Solid Waste Oversight Committee (BCSWOC) has established this Mini-Grant program to stimulate and promote recycling and reuse of solid waste and other materials rather than disposal of such materials through placement in a landfill. The mini-grant program is intended to provide funds for recycling and reuse efforts, to add, expand, or improve efforts. It is not intended to be a source of funds for ongoing operations (time, utility costs, labor, trucking costs, etc).

**Program Requirements**

1. Eligible grant recipients shall include:
  - a. Local units of government
  - b. Non-profit organizations recognized in the community
  - c. Civic groups
  - d. Business organizations licensed with the State
  - e. Other groups as approved by the BCSWOC
2. Grants shall only be awarded for eligible projects. Eligible projects shall be projects that seek to achieve the goals and objectives of the Barry County Solid Waste Oversight Committee (see attached Goals and Objectives). The BCSWOC shall determine if projects are deemed eligible for grant funding.
3. Maximum grant amount shall be \$3000.00 per year per project. For the purposes of this program, a year shall be considered to be a rolling year beginning on the date of grant award.
4. Applicants may apply for more than one grant in a given year, but shall be limited to one grant per year per project.
5. Applicants may apply for additional grants for a given project in future years.
6. Mini-grants shall require a 50-50 match (up to \$3000). Matching funds can come from any source (i.e. other grant programs, donations, general fund, etc.).
7. Grant applications may be submitted and shall be considered throughout the year.
8. The Barry County Solid Waste Oversight Committee reserves the sole right to fund grant requests as the Committee deems appropriate and to the extent that funds are available, and to reject any and all applications for funding through the mini-grant program as the BCSWOC sees fit. Grant applications shall be reviewed at the monthly meeting of the BCSWOC. Applicants are welcome to attend to fully explain their project and the proposed use of the funds should a grant be awarded.
9. Any project or work completed prior to award of the grant by the BCSWOC shall not be eligible for funding under the grant.
10. Applicants shall provide a description of the use of the funds to be provided under the grant with sufficient detail to allow the BCSWOC to ensure that the funds are to be used for an eligible public purpose.
11. Grants are to be reimbursement grants (funds shall be distributed for reimbursement to the applicant for expenses paid for by the applicant) unless otherwise approved by the BCSWOC as a condition of grant award.
12. Applicants shall provide detailed evidence (receipts, payroll records, etc.) of expenditures submitted for reimbursement.
13. Applications shall be submitted to: Barry County Solid Waste Oversight Committee, Barry-Eaton District Health Department, 330 West Woodlawn, Hastings MI 49058, or they may be e-mailed to: arobins@bedhd.org. To the extent possible, applications will be considered by the BCSWOC at the next BCSWOC meeting following their receipt.
14. See the attached grant application form.

**Barry County Solid Waste Oversight Committee  
Mini-Grant Program – Grant Application Form**

Name of Applicant \_\_\_\_\_

Organization Represented \_\_\_\_\_

Address of Applicant \_\_\_\_\_

Contact Name and Contact Information (e-mail, phone numbers, etc.) \_\_\_\_\_

\_\_\_\_\_

Application Date \_\_\_\_\_

Amount of Grant Request \_\_\_\_\_

Source of Matching Funds \_\_\_\_\_

Project Name \_\_\_\_\_

Describe Project Below (attach additional sheets as necessary):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Grant Applicant \_\_\_\_\_

Date of Submittal \_\_\_\_\_

Note: Attach detailed accounting of proposed use of grant funds.

Date Application Received by BCSOWC \_\_\_\_\_

Approved (Y/N) \_\_\_\_\_

Note: Upon grant award, BCSWOC will prepare a grant agreement for approval by the BCSWOC and the grantee specifying in detail the work to be completed through the use of grant funds, schedule for completion of such work, the required local matching funds and how such funds are to be used, and other details, terms and conditions as applicable to each grant. No work shall be completed prior to the parties entering into the grant agreement unless otherwise authorized by the BCSWOC in writing.

**Barry County Solid Waste Oversight Committee  
Mini-Grant Program – Reimbursement Request Form**

Name of Applicant \_\_\_\_\_

Organization Represented \_\_\_\_\_

Contact Information \_\_\_\_\_

Payment Application Date \_\_\_\_\_

Amount of Reimbursement Request \_\_\_\_\_

Percent of Total Grant Paid to Date (including this payment request) \_\_\_\_\_

Authorized items of work for which reimbursement is being requested

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

(Attach Additional Sheets if Necessary)

Provide receipts documenting vendors have been paid for all work for which reimbursement is being requested. Provide documentation demonstrating that matching funds required per the grant agreement have been expended.

## **Barry County Solid Waste Oversight Committee Recycling Goals and Objectives**

**To recover to the maximum extent possible, the resources available in Barry County's waste stream through source reduction, source separation, recycling and reuse.**

Objective 4a: Work toward reduction, reuse or disposal of solid waste.

Objective 4b: Provide educational materials and promote citizen support of alternative methods of solid waste management.

Objective 4c: Work with the solid waste disposal industry to provide a framework conducive to alternative means of solid waste disposal.

Objective 4d: Establish, promote and fund activities aimed at reduction, reuse and recycling of solid waste.