

# WV Solid Waste Management Board & Department of Environmental Protection's REAP Grant Program Schedules

	January	February	March	April	May	June	July	August	September	October	November	December
SWMB GRANTS	POSTMARKED by April 30th			<b>Grant Deadline (April 30)</b>		Recomm. To SWMB Grant Committee	SWMB Recomm. To Governor	<b>SWMB Grants Approved</b>	SWMB Grant Cycle	SWMB Grant Cycle	SWMB Grant Cycle	SWMB Grant Cycle
	SWMB Grant Cycle	SWMB Grant Cycle	SWMB Grant Cycle	SWMB Grant Cycle	SWMB Grant Cycle	SWMB Grant Cycle	SWMB Grant Cycle	SWMB Grant Cycle				
DEP-REAP LITTER CONTROL GRANTS	POSTMARKED by May 31st				<b>Grant Deadline (May 31)</b>	<b>DEP-REAP Litter Control Grants Approved</b>	DEP-REAP Litter Control Grant Cycle	DEP-REAP Litter Control Grant Cycle	DEP-REAP Litter Control Grant Cycle	DEP-REAP Litter Control Grant Cycle	DEP-REAP Litter Control Grant Cycle	DEP-REAP Litter Control Grant Cycle
	DEP-REAP Litter Control Grant Cycle	DEP-REAP Litter Control Grant Cycle	DEP-REAP Litter Control Grant Cycle	DEP-REAP Litter Control Grant Cycle	DEP-REAP Litter Control Grant Cycle	DEP-REAP Litter Control Grant Cycle						
DEP-REAP RECYCLING GRANTS	RECEIVED BY 5:00 PM at DEP Building on July 1 <sup>st</sup> !!!!!!						<b>Grant Deadline (July 1)</b>		Grant Committee Review	Recomm. To Governor		<b>DEP-REAP Recycling Grants Approved</b>
	DEP-REAP Recycling Grant Cycle	DEP-REAP Recycling Grant Cycle	DEP-REAP Recycling Grant Cycle	DEP-REAP Recycling Grant Cycle	DEP-REAP Recycling Grant Cycle	DEP-REAP Recycling Grant Cycle	DEP-REAP Recycling Grant Cycle	DEP-REAP Recycling Grant Cycle	DEP-REAP Recycling Grant Cycle	DEP-REAP Recycling Grant Cycle	DEP-REAP Recycling Grant Cycle	DEP-REAP Recycling Grant Cycle
	DEP-REAP Recycling Grant Cycle	DEP-REAP Recycling Grant Cycle										
DEP-REAP CED GRANTS						POSTMARKED by August 31st		<b>Grant Deadline (Aug. 31)</b>	<b>DEP-REAP CED Grants Approved</b>	DEP-REAP CED Grant Cycle	DEP-REAP CED Grant Cycle	DEP-REAP CED Grant Cycle
	DEP-REAP CED Grant Cycle	DEP-REAP CED Grant Cycle	DEP-REAP CED Grant Cycle	DEP-REAP CED Grant Cycle	DEP-REAP CED Grant Cycle	DEP-REAP CED Grant Cycle	DEP-REAP CED Grant Cycle	DEP-REAP CED Grant Cycle	DEP-REAP CED Grant Cycle			

# West Virginia Solid Waste Management Board

## Grant Information

**For questions regarding this grant program, contact:**

Solid Waste Management Board – 304-926-0448 or toll-free at 800-568-6649

**Who’s Eligible? ..... (§54-5-4)**

Any state county, or regional solid waste authority as long as their Comprehensive Litter and Solid Waste Control Plan and Commercial Solid Waste Facility Siting Plan, or updates of such plans, have been approved by the Solid Waste Management Board in accordance to the requirements of §§ 22C-4-8, 22C-4-24, and the rules promulgated thereunder.

**What’s the maximum amount of funding?..... (§54-5-4.3)**

The current maximum amount is \$20,000.

**What am I eligible to receive funding for? ..... (§54-5-3.5)**

Funds may be requested for, but not limited to:

- Purchase of equipment and maintenance expenses
- Assistance with salaries & wages
- Contractual services
- Consulting fees
- Authority financial examination expenses
- Utilities
- Travel costs
- Supplies (operational & office)
- Public education & awareness (events, advertising, etc.)
- Property improvements & additions
- Purchase of property or rent/lease
- Operational expenses
- Costs associated with operating any public solid waste facility

When in doubt about a eligible item, do not hesitate to call. Staff can tell you whether an item would be considered or not prior to the request.

**When is the deadline for applying?..... (§54-5-3.3)**

**Postmarked by April 30<sup>th</sup>.** Complete applications will be reviewed during the July meeting.

**What is the Grant Cycle?..... (§54-5-4.2)**

Once grant applications are approved by the Solid Waste Management Board in July, the award date is normally around the first of August. The grant cycle is 12-months (August-July) however, authorities may request up to a 90-day extension if the reason is justifiable.

**West Virginia Department of Environmental Protection**  
**REAP – Litter Control Grant Program - Matching Grant Program**  
**58CSR6**

**For questions regarding this grant program, contact:**

Niki Davis, DEP-REAP – 800-322-5530 or 304-926-0499, ext. 1137

**General purpose of the Grant:**

Provide assistance on a matching, on-to-one basis, for local governments interested in initiating, continuing, or expanding upon a local litter control program.

**Who's eligible? ..... (§58-6-3)**

Only local governments, being county commissions, solid waste authorities or a municipal corporation.

**What is the maximum amount of funding? ..... (§58-6-3.4)**

Maximum amount available per applicant is **\$5,000 on a one-to-one, matching basis.**  
In-kind services are considered as a matching method and is explained in §58-6-4.

**What am I eligible to receive funding for?..... (§58-6-5)**

A Litter Control Grant may be used for:

- Enforcement of anti-litter statutes.
- Travel Expenses (for attendance to agency sponsored, or approved conferences, workshops, etc.)
- Implementation and administration of approved litter control programs.
- Implementation of local litter cleanup campaigns.
- Public informational/educational programs that promote responsibility toward reducing litter.
- Purchase of equipment which specifically serves to fulfill litter control program objectives.
- Research or development of local solid waste recycling programs.
- Surveys or evaluation studies for the purpose of identifying and prioritizing local litter problems.
- Costs associated with razing abandoned buildings or other structures which are unsightly or offensive and promote possible health hazards.

**What items are explicitly un-allowable? ..... (§58-6-6)**

A Litter Control Grant may **NOT** be used for:

- Replacing currently budgeted local funds being used to maintain or operate a litter control program.
- Expenditures not related to litter prevention, elimination, or control.
- Beautification projects such as landscaping or removal of roadside vegetation.
- Purchase lawn, tree, or shrub maintenance equipment.
- Purchase equipment used to collect or transport solid waste.
- Fund landfill operations or management.
- Buy office furniture, or equipment, or to decorate or renovate an office.
- Pay for professional consultation or production in the development of litter control films, slide shows, or similar programs.

**When is the deadline for applying? .....(\$58-6-3.5)**

Applications must be **postmarked by no later than May 31** for consideration of the next grant term.

**What is the grant period for this program?.....(\$58-6-3.2)**

The Litter Control Grant period runs from July 1 of a calendar year through June 30 of the subsequent calendar year.

**West Virginia Department of Environmental Protection**  
**REAP – Recycling Assistance Grants**  
**33CSR10**

**For questions regarding this grant program, contact:**

Sandy Rogers, DEP-REAP - 304-926-0499, ext. 1004, or toll-free at 800-322-5530

**General purpose of the Grant:**

Provide assistance grants to local governments and other interested parties interested in planning, initiating, expanding, or upgrading recycling programs, provide related public education programs, and assist in recycling market procurement efforts.

**Who's eligible?**

Any unit of local government within the state, including a county, county board of education, municipality, and any other authority, board, commission, district, office, public authority, public corporation, or other instrumentality of a county, county board of education, or municipality or any combination of two or more local governments or other interested party including private business and enterprise or nonprofit organizations.

**What is the maximum amount of funding? ..... (§33-10-7)**

Recycling Program Assistance Grant:

- Municipality over 10,000 in population \$150,000
- Municipality under 10,000 in population \$75,000
- **County or Regional Solid Waste Authority \$150,000**
- County Commission \$75,000
- State Agency/State Instrumentality or School \$75,000
- Other Interested Party \$75,000

Any entity, program, organization or facility applying as a cooperative cannot receive any more than \$250,000 during a grant year regardless of the number of applicants submitting.

Recycling Feasibility Study and Planning Grant:

- Local Government \$20,000

**What am I eligible to receive funding for? ..... (§33-10-5.1)**

A Recycling Assistance Grant may be used for:

- Personnel (**maximum is \$25,000**: costs associated with the addition of **new** positions only)
- Conference Attendance (**maximum is \$1,500**: airfare/mileage, meals, lodging, registration, etc.)
- Office Supplies (**maximum is \$1,000 total**: to include, but not limited to, paper, notebooks, filing supplies, etc.)
- Operational Supplies (collection bags, bins, gaylords, bailing wire, gloves, etc.)
- Equipment (collection equipment, bailers, skid loaders, scales, etc.)
- Recycling Vehicle Expense (maintenance, fuel and insurance)
- Printing (educational materials, pamphlets, posters, flyers, etc.)
- Advertising (print, radio, television, billboards, etc.)

- Promotional Items (awards, buttons, magnets, fair booth exhibit space, etc.)
- Utilities (recycling center utilities, **with a maximum amount for phone service being \$1,200**)
- Recycling Facility Improvements and Repairs (minor repairs and improvements to existing facilities, provided that the facility is owned by the grantee; **maximum of \$10,000.**)
- Professional Services (assistance in planning and implementation of projects)

**What items are explicitly un-allowable? ..... (§33-10-5.2)**

A Recycling Assistance Grant may **NOT** be used for:

- Purchase or long-term lease of dumpsters or other containers, or their servicing, when they are not part of an approved recycling activity.
- Land acquisitions and buildings.
- Office Equipment (including desks, chairs, telephones, typewriters, filing cabinets, etc.)
- Street Sweepers or their equivalents.
- Entertainment Costs (banquets, parties, etc.)
- Alcoholic Beverages, In-State Lunches, and all Gratuities.
- Beautification Projects (plantings, mowing, weeding, etc.)
- Computer Hardware/Software (Secretary may waive or modify where justified by applicant)
- Any type of lobbying expense.
- Fund Existing Personnel (or replace funding which is currently budgeted or being provided)
- Current Grant Recipients are not eligible (those who are receiving funds at the time of submission of application)

**When is the deadline for applying? ..... (§33-10-9)**

**On or before 5:00 PM on the FIRST business day in July. (Hand delivered or by US Mail PRIOR to first business day in July.)**

**Department Review of Proposals..... (§33-10-10)**

- 10.1. The department reserves the right to reject any and all proposals that do not meet eligibility and submission requirements established by the department and this rule at the department's discretion.
- 10.2. The department shall review all applications received on or before the submission deadline to ensure that all required forms, documents, and attachments have been completed and included in the proposal. The department may take action to verify that the information in the proposals is correct at the department's discretion. If a proposal is found to be incomplete or incorrect, the department may, at its discretion, contact the applicant who shall be allowed to remedy the error within the cure period, which is 5:00 p.m. on the last business day in July. Incomplete or inaccurate proposals that have not been corrected by the applicant and received by the department on or before the end of the cure period shall not be considered for funding.
- 10.3. The department shall present all proposals meeting eligibility and submission requirements to the recycling assistance grant review committee for consideration.

**What does this language mean?**

Basically stated, grant applications are now due by 5:00 p.m. on the first business day in July. Upon receiving the application, staff from the DEP will be reviewing to ensure all required forms have been submitted and completed. They may, at their discretion, review information contained in the application to verify for correctness. If any information is incorrect, or documents are incomplete, they may, at their discretion, contact the applicant to allow time for corrections.

Any information that is to be completed or corrected must be resubmitted by the last business day in July, by 5:00 p.m. If not received by that deadline, the application shall not be considered for funding.

This period between the original deadline date of the first business day in July, and the final deadline for corrections of the last business day in July, is what the department is considering a “cure period.”

**What is the Grant Cycle?..... (§33-10-12)**

Recycling Assistance Grants are operated on a calendar year and last for fourteen (14) months. *Upon approval, grant cycle starts in January and ends on the last day of February the following year.*

Grants are disbursed on a 30%, 30%, 30%, 10% quarterly schedule. Meaning, 30% of the total amount of funds approved are released at the beginning of the grant cycle, then 30% at the beginning of the following two quarters followed by the final 10% being released on the last calendar quarter. Modifications and advancements may be made with prior approval from the agency as it sees fit.

**West Virginia Department of Environmental Protection  
REAP – Covered Electronic Devices (CED) Recycling Grant Program  
33CSR11**

**For questions regarding this grant program, contact:**

Sandy Rogers, DEP-REAP, call 304-926-0499, ext. 1004, or toll-free at 800-322-5530

**General purpose of the Grant:**

Provide financial assistance for the purpose of conducting electronic collection events and ongoing programs.

**Who's eligible? ..... (§33-1-8.1)**

Any West Virginia county government (commission or solid waste authority) or municipality.

**What is the maximum amount of funding available? ..... (§33-11-8.4)**

Grants are limited to a maximum of \$40,000 but are awarded on a tiered matching basis. **The first \$20,000 of a grant shall not require the grantee to provide matching funds.** Any amount over the first \$20,000 of a grant shall be matched by the grantee on a dollar-to-dollar basis.

**Authorized Uses of a Grant: ..... (§33-11-10)**

- Operational costs incurred in the implementation of the program
- Costs associated with the production and distribution or placement of advertising in newspapers, radio, or elsewhere, such costs being related to the development and implementation of the program
- Purchase of equipment and supplies that will specifically serve to fulfill the program objectives
- Costs associated with promotional items that serve to create public awareness of the program
- Public information and educational programs that increase public awareness or solicit public support for promoting citizen responsibility toward CED recycling
- Other relevant costs upon approval of the department

**Unauthorized Uses of a Grant: ..... (§33-11-11)**

- Land acquisitions
- Office furniture or equipment, or to decorate or renovate an office
- Entertainment costs
- Alcoholic beverages, meals and gratuities
- Beautification costs
- Any type of lobbying expenses
- Landfill operations or management

**When is the deadline for applying? ..... (§33-11-8.7)**

Applications must be **postmarked by no later than August 31<sup>st</sup>** for consideration or hand delivered.

**What is the grant period for this program? ..... (§33-11-13.1)**

October 1<sup>st</sup> thru September 30<sup>th</sup>.