



**Hamilton County
ReSource**

2025 WASTE REDUCTION INNOVATION GRANT

OVERVIEW

This grant program helps fund programs that significantly reduce landfill waste in Hamilton County, Ohio. Hamilton County ReSource will consider grant proposals for funding as they are received and will distribute approved funding on a first come, first served basis. If funding runs out, applicants will be given the option to have their proposals considered the following year if funding is available. Applicants can request a maximum of \$15,000 in grant funds.

Examples of potential grant projects include:

- Wasted food reduction (e.g., technology and/or equipment to reduce wasted food)
- Food rescue/recovery (e.g., cold storage to accommodate rescued food, technology to facilitate donation of surplus food)
- Composting (e.g., equipment to implement or expand small-scale composting infrastructure)
- Purchase of dishwasher and reusable tableware to replace disposables.
- Equipment that addresses specialty and/or difficult to recycle materials.
- Signage or educational materials to improve your current landfill waste reduction programs.
- Funding for reusable materials like pallets or shipping containers.

ELIGIBILITY

- Communities, schools, non-profit organizations, and for-profit businesses are eligible to apply.
- All grant activity must reduce waste in Hamilton County ReSource's boundaries. Hamilton County ReSource's boundaries consist of Hamilton County, Ohio including portions of the City of Sharonville in Butler County; portions of the City of Loveland located in Butler, Warren, and Clermont Counties; and exclude the City of Milford.
- Grant funds cannot replace existing funding.
- The contact person for the grant must be at least 18 years of age.

UNALLOWABLE COSTS FOR GRANT FUNDING

- Entertainment (including food and drink expenses).
- Personnel (including salaries or stipends) except for temporary employee(s) to get the project up and running.
- Collection service (recycling/compost hauling) unless there is a strong funding sustainability plan.
- Standalone garbage receptacles.

MANDATORY

- Project must reduce landfill waste within Hamilton County ReSource boundaries.
- Applicant must provide a letter of support signed by the governing body of the community, organization, or business applying for grant funds and any cooperating organizations.
- If awarded a grant, the grantee must recognize Hamilton County ReSource in any publications, social media promotion, with signage on equipment, and incorporate logo on any give aways related to grant project.

GRANT REQUESTS AND MATCHING FUNDS

- A minimum of 25% cash match is required from for-profit businesses.
- "In-kind" services may be considered toward the 25% match for communities, schools, and non-profit organizations with adequate documentation of the value. Examples of in-kind services include promotional advertisement space in newsletters, websites, etc.; employee and/or volunteer labor to get the project up and running. For unskilled volunteer labor, a maximum of \$29.17/hour is allowed, for skilled labor use the volunteer's hourly rate in their current position. The value of the material diverted cannot be used as in-kind match.
- Grant administration, such as completing grant reports and managing documentation, are allowed match expenses. These expenses must be described in the budget narrative, including who will be doing this work, the number of hours the work is expected to take, and the hourly salary or hourly value if in-kind.
- All matching funds must be available, and not need additional fundraising, so the project is shovel ready should you receive grant funding.
- All grant and matching funds must be utilized, and grant project must be fully operational within one year of grant contract being signed by all parties.

FUNDING DECISIONS

- Hamilton County ReSource Grant Review Committee will review grant proposals and recommend funding on a first come, first served basis.
- Grant recipients can expect to receive funding decisions within one month of submitting application and funding once contract is signed by all parties (usually within three months unless proposal is submitted after November 1st, in which case do not expect funding for an additional two months).

ACCOUNTABILITY AND REPORTING REQUIREMENTS

- Grantees must submit two reports:
 - First Year Report is due one year from the date that the grant contract is signed by all parties. You will be asked to submit the amount of waste diverted, number of people reached, summary of project activity and grant and match funded expenses. You will also need to include proof of payment (e.g., receipts, canceled checks, bank statements, payroll statements, and/or credit card statements) for all grant and match funded purchases.
 - Final Report is due two years from the date that the grant contract is signed by all parties. For this report you will be asked to submit the amount of waste diverted, number of people reached, a summary of project activity, findings and recommendations.
- Grantees may be asked to participate in quarterly check-in meetings. These meetings could be virtual or in-person.
- Equipment purchased with grant funds may be subject to the following three-year payback scale should grantee stop using equipment for the project:
 - 100% within one year of purchase
 - 70% within two years of purchase

- 40% within three years of purchase
- Hamilton County ReSource reserves the right to visit a project site at any reasonable time and audit expenditures of grant funds.

EVALUATION CRITERIA

- The project focus on diverting waste from the landfill in the following order of preference:
 - waste reduction (replacing single-use items with reusables)
 - reuse/repair (surplus food rescue for people or animals, equipment lending program)
 - composting, recycling, energy recovery.
- The project diverts a significant amount of materials from the landfill and/or reaches a significant number of people in a way that encourages behaviors that reduce waste from the landfill. Include an estimate of waste diverted and number of people reached as well as methods used to determine waste diversion and number of people reached.
- The project shows plans for sustainable funding in the future.
- Applicant demonstrates an ability to complete project objectives. Budget and project information submitted in the proposal will be reviewed and used, in part, to demonstrate the applicant's ability to complete project objectives.
- The proposal is complete and easy to understand.
- Applicant provides detailed information on all items/services listed on the budget page (if project involves the purchase of equipment, provide photos, brand names, and price quotes; for personnel costs, include job description, employee requirements, expected hours, salary, and evaluation criteria). All budget items are cost effective and necessary for the project.
- Project serves communities or individuals facing barriers and/or ReSource's target communities of Addyston and ___TBA___. Evidence of how the project serves these communities provided.
- If applicant has received funds from Hamilton County ReSource (formerly known as Hamilton County Recycling and Solid Waste District) in the past, grant administration was positive (e.g., reports were submitted on time, project was completed, etc.).

GRANT WRITING ASSISTANCE AVAILABLE

Hamilton County ReSource will provide several types of assistance to potential applicants. We strongly recommend that you take advantage of these offers.

1. Hamilton County ReSource Grant webinar December 12, 2024 at 12 noon. [Click here](#) to register and/or to view recording after webinar.
2. Hamilton County ReSource will review and offer feedback on draft applications. Email draft applications to Cher.Mohring@Hamilton-Co.org.
3. Feel free to contact Cher Mohring at Cher.Mohring@Hamilton-Co.org or 513-946-7737 for advice or assistance.

Apply Today