

BROOME COUNTY COMMUNITY IMPROVEMENT GRANTS

COMMUNITY BEAUTIFICATION & ENVIRONMENTAL STEWARDSHIP GRANT PROGRAM AND APPLICATION GUIDELINES

Implemented 4/01/2022

Overview and Purpose

The Community Beautification & Environmental Grant Program offers a range of grants based on project scope and funding availability. The grant is open to communities, non-profits, and schools to encourage community beautification and environmental stewardship. Eligible project opportunities must focus on one of the following: litter prevention, waste reduction, recycling, beautification, community greening- street plantings, composting, and community gardens.

Timeline

Grant applications will be accepted on a rolling basis. A rolling grant means the grant deadline is open and accepting applications until one of the following happens:

- A) The funding source runs out of funds, or
- B) The funding source is no longer offering the grant.

Funds must be spent within 12 months of award. Request for extensions must be submitted in writing to the Division of Solid Waste Management and will be considered on a case-by-case basis by the Committee.



Program Goals

The Community Beautification and Environmental Stewardship Grant Committee seeks to advance these goals through selected projects and initiatives. Applicants should demonstrate how their project advances these goals. The emphasis of the grant will be on projects which address the goals by:

- Improving streetscape, community parks
- Efforts in support and improvement of waste reduction
- Developing composting initiatives and programs
- Improving recycling efforts and outreach
- Promoting and implementing reuse within the community
- Efforts and initiatives to reduce litter in the community
- Other efforts to improve environmental stewardship in the community

Eligibility

Who may apply?

The following entities are eligible to apply under this program:

1. Non-profit organizations with a current IRS non-profit exemption
2. Local municipalities
3. Local schools

If a project is to be implemented on private property through a partnership with an eligible entity above, the applicant should demonstrate an agreement for implementation and describe this partnership appropriately in the project description within the application. All entities must be located in Broome County.

What activities are eligible?

The following activities are eligible for funding under the program as established:

- Projects that foster community beautification and environmental sustainability.
- Community parks, streetscape enhancements, composting, recycling, and waste reduction efforts.
- Community groups, religious institutions, schools, and units of local government are eligible to apply for projects based in Broome County, NY.

Available Funds

Grants up to \$2,500.00 are for community-wide projects at more than one location. Grants are awarded with consideration of the annual Division of Solid Waste budget and other grant requests

that have been submitted and awarded. The County reserves the right to make a grant smaller than the total requested. If this would not be acceptable, please state this in the application under the budget justification. Salaries and benefits are not covered as part of this grant program.

The total amount requested should be supported through submission of the budget form available at www.gobroomecounty.com/planning/hmf which outlines all eligible costs for the project, and is further described in the budget narrative.

Evaluation Criteria

All applications will be reviewed and evaluated by the Community Improvement Grant Committee. The Committee will provide the recommended list of projects. Broome County holds the right to deny funding to any and all projects.

Applications will be evaluated based on the following criteria:

- Community benefit-Provides a community benefit by improving the health, cleanliness, sustainability, or environmental stewardship of a community.
- Sustainability- demonstration of applicant's commitment to long-term and ongoing maintenance of the project.
- Community Impact and need.
- Feasibility of project implementation- well-planned, cost-effective, and ready to implement. Budget is reasonably set for expenses.
- Be visible from the public realm
- Results in an enhancement of the neighborhood or community

The Community Improvement Grant Committee consists of the following individuals: County Executive (or designee); Chairman of the Legislature (or designee); Director of Planning (non-voting Chair).

Application Process

Eligible applicants may apply via the application available at:

www.gobroomecounty.com/planning/hmf

Questions regarding the program or application process can be directed to the Director of Solid Waste Management at (607) 778-2397 or debra.smith@broomecountyny.gov.

Awardees

Awardees will be notified as listed in the timeline above (subject to change at the discretion of the committee). Projects awarded will be pending official approval by the Board of Acquisition and Contract (as applicable).

Payment will not be made until a contract is fully executed via the Broome County Law Department. Payment will NOT automatically be sent upon execution of an award but must be requested through submission of the following documentation.

Any payment request must include the following:

- Community Beautification & Environmental Stewardship Grant Payment Request Form in an amount not to exceed the contracted grant amount.
- Current W-9 Tax Form (unless already established as a vendor with Broome County)
- Backup documentation showing the costs that have been/will be paid with the grant. This can consist of invoices from any purchases or supplier you are working with or some other official documentation outlining costs. In the event that the awardee has already expended funds, documentation of payment should be included. Since this may vary with each project, you may contact us with any questions.

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