



H-E-B / Keep Texas Beautiful Green Bag Grants Information Sheet



H-E-B and Keep Texas Beautiful (KTB) are proud to introduce the 2008 H-E-B / Keep Texas Beautiful Recycling Grants, which will provide a minimum of \$20,000 semi-annually in grant funding for recycling programs.

Grant Amount

The minimum grant award is \$150, and the maximum award is \$3,000.

Eligibility

Eligible applicants are KTB affiliates located in H-E-B service areas that have “In Good Standing,” “Silver Star” or “Gold Star” status with KTB. Affiliates may, but are not required to, work in partnership with local schools, youth groups, H-E-B stores, recreational venues, government agencies, and/or community organizations. Multiple projects in a community may be funded, but a separate application must be received for each distinct project.

Purpose

Grants will support KTB affiliates' efforts to implement new or enhance existing local, voluntary recycling activities.

Criteria

- ☆ Projects must focus on one or more of the following aspects of waste minimization:
 - Recycle
 - Reduce
 - Reuse
- ☆ Projects must be completed within one year of receipt of grant award
- ☆ Total project costs must not exceed the amount requested in this application
- ☆ Applicants must agree to submit a brief Progress Report and Final Report by the deadlines noted (see “Timeline” section).
- ☆ Special consideration for all awards will be given to projects that:
 - Involve schools, scouts, or other youth groups
 - Partner with local H-E-B stores
- ☆ Project concepts could include, but are not limited to:
 - Community recycling events
 - School recycling collections and/or competitions
 - Educational programs
 - Recycling bin loans for special events
 - Composting projects
- ☆ Funds may NOT be used for the following purposes:
 - Governmental or corporate recycling programs
 - Repayment of existing debt or obligations
 - Payment of organizational overhead
 - Legal fees
 - Loan or bank fees
 - Subsidization of existing contracts
 - On-going staff expenses
- ☆ Only fully-completed entries submitted on time, by eligible parties, and in compliance with the guidelines (see “Guidelines” section) will be judged.



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Evaluation Process

Winners will be selected by a panel of judges. All decisions made by the judges are final. Grant allocations will be determined by scope of service.

Timeline

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|---------------------------|---|
| September 15, 2008 | Application(s) must be received by KTB |
| October 31, 2008 | Winners will be notified |
| November 15, 2008 | Grant funding will be distributed |
| May 15, 2009 | Progress report must be received by KTB |
| December 15, 2009 | Final report must be received by KTB |

Guidelines

Content:

- ☆ Recycling grant application form (four (4) pages maximum)
- ☆ Letter(s) of Support from partnering organizations (if applicable)

Specifications:

- ☆ An email address is required for communication purposes
- ☆ All questions on the application form must be completed
- ☆ Use standard 8.5" x 11" paper
- ☆ Margins must be at least 0.75" (top, bottom, and sides)
- ☆ Use no smaller than 11 pt. type
- ☆ Use no less than 1.5" line spacing
- ☆ Staple pages together in upper left corner
- ☆ Please DO NOT submit materials that are not requested in the application. They will not be used in the judging process.
- ☆ Applications must be received by KTB by **September 15, 2008**.

Submit* your completed application packet to Christine Chute Canul:

Email: christine@ktb.org

Mail: Recycling Grants Program
Keep Texas Beautiful
1524 S. IH-35, Suite 150
Austin, TX 78704

- ☆ Please retain a copy of the application for your records, as materials will not be returned. Once your application has been received, you will be notified via email.

For additional information regarding the H-E-B Green Bag Grants, go to
<http://www.ktb.org/hebreyclinggrant.htm>.

Contact: KTB Programs Manager Christine Chute Canul at christine@ktb.org or
1-800-CLEAN-TX.