



**DATE:** June 8, 2017

**TO:** Planning and Organization Committee/Recycling Board

**FROM:** Tom Padia, Deputy Executive Director

**BY:** Meri Soll, Senior Program Manager

**SUBJECT:** Grants to Nonprofits Program – Year in Review

**SUMMARY**

The Recycling Board has awarded grants for more than 21 years, totaling close to \$8.4 million dollars in funding. At the June 8, 2017 Recycling Board Meeting, staff will provide an update on the grant program.

**DISCUSSION**

The table below identifies the different grant requests and anticipated funds to be disbursed in FY 16/17. Staff is still in negotiations with competitive/reuse and food waste prevention grantees regarding final funding amounts, scopes of services and deliverables/schedules for grants.

Grant Program	FY 16/17 Budget	Applications Received	Funds Requested	Applications Approved	Funds to be Awarded
<b>Grants to NonProfit Program (GNP)</b>	<b>\$255,000</b>				
Competitive Grants to Nonprofits		7	\$315,625	5	\$120,000
Reuse Grants		8	\$111,000	5	\$75,000
Community Outreach Grants		7	\$35,000	7	\$35,000
Mini Grants		2	\$10,000	2	\$10,000
Charity Thrifty Block Grant		1	\$15,000	1	\$15,000
<b>TOTALS FOR GNP PROGRAM</b>	<b>\$255,000</b>	<b>25</b>	<b>\$486,625</b>	<b>20</b>	<b>\$255,000</b>
<b>Other Agency Grant Programs</b>					
Food Waste Prevention Grants*	\$50,000	3	\$50,000	3	\$45,000
Community Partner Grants **	\$20,000	8	\$40,000	4	\$20,000
<b>TOTAL GRANT FUNDING ALL PROGRAMS</b>	<b>\$325,000</b>	<b>36</b>	<b>\$576,625</b>	<b>27</b>	<b>\$320,000</b>

\*Part of grant solicitation but utilized Food Waste Prevention Grant funds instead of Grants to Non Profits funds

\*\* Funded by Ready Set Recycle grant fund.

Grant Application Review

Staff has developed and implemented a robust application review:

- Every application is reviewed internally by a minimum of two staff members, selected for their expertise in the grant focus area.
- Staff utilizes a grant assessment form, completed for each applicant by every reviewer. This assessment form is a revised version of the Board approved project assessment tool, which was originally developed for the evaluation of Target projects, to better assess a grant applicant's request for funds. (Attachment A).
- Staff conducts site tours for every new applicant to assess organizational capacity, project conception and implementation activities.
- As the grants program funding and priority areas have transformed over the years, language has been added to the RFP that addresses declining funding availability: *"Funds for this grant program are limited. Applicants who have been awarded reuse grants in past years should not presume award of funding for every year."*

#### Grant to Non Profits (GNP) Administration

Competitive, reuse and food waste prevention and recovery grant funds are distributed on an annual cycle with an application deadline of April, 2017. Outreach for applications for these focus areas was conducted as one solicitation. These focus areas offer the largest pot of funds available. Past experience has shown that deadlines for these types of grants are needed to procure qualified applications.

Funding for community outreach, charity thrift and mini grants are available on a first come - first served basis until funds are expended. A nonprofit can only request funding from ONE grant program focus area (with the exception of charity thrifts). Charity thrifts may apply for funding from the Charity Thrift Block Grant and one other grant program.

Grant approvals under \$50,000 are processed administratively; using the Executive Director's signing authority. All grants issued under the Executive Director's signing authority are listed in a summary provided at the next regularly scheduled Recycling Board meeting. Recommended grants greater than \$50,000 are brought to the Recycling Board for approval. In addition, recent grant recipients and their accomplishments are highlighted on Board agendas from time to time to keep the Board informed.

Staff promotes the grants program in a variety of ways including press releases, outreach to member agencies, mailing to nonprofits in Alameda County, as well as direct outreach to potential recipients. In addition, the Agency regularly utilizes social media such as Instagram, Twitter and Facebook to promote grant opportunities.

#### **RECOMMENDATION**

There is no recommendation at this time. This item is for information only.

ATTACHMENT A – Grant Assessment Matrix



## GRANT ASSESSMENT

**Applicant Name:** \_\_\_\_\_

**Project Name:** \_\_\_\_\_

**Grant Type:**  Competitive  Food Waste Prevention/Recovery  Reuse Operating

**Grant Request \$:** \_\_\_\_\_

**Comp Grant:**  Municipal Partnership  Reuse  Recycling Based Businesses  
 Food Waste Prevention  Other: \_\_\_\_\_

**Materials:**  C&D  Food Waste  Yard Waste  Unpainted Wood  Paper  Cardboard  Film Plastic  
 Other: Medical Equipment/Supplies \_\_\_\_\_

**Estimated Diversion:** \_\_\_\_\_

**Estimated Audience Size:** \_\_\_\_\_

Criteria	Response <i>Yes, No, Maybe</i>	Assessment/Comments
<p><b>Organizational Capacity</b> Is the grantee positioned to effectively carry out the deliverables in the grant? Do they have demonstrated experience, qualified staff and/or contractors, and facilities and resources sufficient for project? Has the applicant demonstrated commitment to completing the project? Does organization demonstrate sound fiscal management?</p>		
<p><b>Project Conception &amp; Technical Feasibility</b> Is the proposal clear and comprehensible? Are activities well defined and feasible? Is the timeline realistic? Aside from cost or other factors, can it be done? Is the technology available and the pieces in place?</p>		
<p><b>Influence/Geographic Scale</b> Is the applicant positioned to effectively influence the target audience? Can the project be achieved within Alameda County or is broader geographic reach needed (i.e. would this be better pursued via partnerships or a regional, state or federal initiative)? Is the project scalable or replicable?</p>		
<p><b>Timeliness &amp; Leverage</b> Is the grant timely given the current societal and political environment and/or internal considerations? Are stars aligned, are there funding or other opportunities to leverage?</p>		

<p><b>Alignment with goals/partners/a</b> Does the grant align with or support goals/initiatives Agency? Or of our Member Agencies and other potential partners (e.g., water agencies)? Is there opportunity to collaborate? Does it complement or duplicate existing Agency programs? Is it equitable? Does the proposal target more difficult to reach areas of Alameda County (east and/or south)?</p>		
<p><b>Innovation &amp; Leadership</b> Is the applicant in a unique position to influence policy, markets, or behavior with this project? Is the project innovative; does it experiment with a new concept/idea? Does it provide a model for others?</p>		
<p><b>Measurability</b> Practically speaking, can progress be measured? Are activities clearly defined and realistic? Note the metric/method (typically, tonnages and/or audiences). Are there evaluation methods, including a baseline?</p>		
<p><b>Budget/Financial Viability</b> Is current grant budget reasonable? Is the project sustainable and/or transferrable? Is there a plan for funding after the end of the grant term?</p>		
<p><b>Environmental Impact &amp; Cost Effectiveness</b> Consider the overall magnitude of impact of the grant, along with costs to determine the overall "bang for your buck." Is there actual and measurable recovery or diversion? Are there significant public education activities? What is the cost/ton (if applicable)? What are the environmental impacts?</p>		
<p><b>Community/Social Impact</b> Consider social and economic impacts on the community. Job creation, feeding the hungry, other community benefits? What does the community think of the effort? Is public stakeholder effort needed?</p>		
<p style="text-align: center;"><b>Questions</b></p>		
<p style="text-align: center;"><b>Comments:</b></p>		
<p style="text-align: center;"><b>Recommendation: Reviewer:</b></p>		