GREEN BAG GRANTS INFORMATION SHEET

We are excited to once again partner with H-E-B/Central Market to present the Green Bag Grants, which provide $25,000 in funding for new and existing programs for eligible KTB affiliates across the state.

For 2017-2018, these projects can fall within the following categories and can be used in both formal and informal educational settings:

- Beautification/Community Greening
- Litter Prevention
- Recycling
- Sustainability
- Waste Reduction
- Water Conservation
- Plastic bag recycling/reduction

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

Eligibility
Eligible applicants are KTB affiliates in H-E-B/Central Market service areas with Gold Star, Silver Star or Good Standing affiliate status. While not a requirement, affiliates are strongly encouraged to partner 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.

Criteria
- Projects must be completed within 9 months of receipt of grant award.
- If total project costs exceed grant amount, the project can be completed using other sources of funding. Please note, however, the project must be completed.
- Applicants must agree to submit a Wrap-up Report form by the deadlines noted (see “Timeline” section for further details).
- Special consideration for all awards will be given to projects that:
  - Involve schools, scouts, or other youth groups
  - Partner with local H-E-B store
- Project concepts could include, but are not limited to:
  - Education (formal/informal) and outreach
  - Implementation of programs
- 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
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- Ongoing staff expenses
- Pass-through grants
- Field Trips

☆ Only fully completed entries submitted on time, by eligible parties, and in compliance with the guidelines will be judged.
☆ Grantees may be required to participate in a regional press event.
☆ Use Social Media and pictures to promote the activities and sponsor.
  - Grant recipients must post 2 photos of their GBG program to Facebook and/or Twitter, tagging the following and including the hashtag #greenbaggrants
  - Keep Texas Beautiful - @keeptxbeautiful
  - H-E-B/Central Market - @HEB
  - Contribute a brief project summary, to be used on the Affiliate page of the KTB website.

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
- **September 15, 2017** Application(s) must be received by KTB
- **October 10, 2017** Winners will be notified
- **October 16, 2017** Mandatory webinar for winners
- **October 23, 2017** Grant funds distributed
  - ($100 of funding to be withheld until final report submitted)
- **July 13, 2018** Final report form must be received by KTB

Application Guidelines

**Application:**
☆ Online submission: [https://www.tfaforms.com/4622143](https://www.tfaforms.com/4622143)

**Specifications:**
☆ All questions on the application form must be completed
☆ Please DO NOT submit materials that are not requested in the application. They will not be used in the judging process.
☆ Applications must be submitted to KTB by **September 15, 2017**.

Complete and submit your completed online application here: [https://www.tfaforms.com/4622143](https://www.tfaforms.com/4622143)
Once your application has been received, you will be notified via email.

For questions, contact Senior Program Director Christine Chute Canul at christine@ktb.org or call 1-800-CLEAN-TX.