



Neighborhood Association and County Grant Guidelines

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The Keep Lincoln & Lancaster County Beautiful (KLLCB) Neighborhood Association Grant reimburses Neighborhood Associations and Lancaster County Villages for some expenses associated with neighborhood and county cleanup projects between March 1st and November 1st.

1. Applications and final reports are completed on the KLLCB website:

<https://www.lincoln.ne.gov/City/Departments/Health-Department/Environmental/Waste-Management#section-6>

2. **Grant amounts are based on reimbursement of actual expenses.** Grant funding may consider additional factors such as: recycling efforts, cost-effective disposal methods, etc. when determining amount reimbursement.

3. **All cleanups are required to divert at least 1 stream of waste from the landfill.** Previous cleanups have included diversion activities such as recycling scrap metal, appliances, clothing/fabric, electronics, or batteries. Another option would be to drive residents to Lincoln’s Hazardous Waste Center with their household hazardous waste. Hard to recycle items that require a charge, such as microwaves, hard drives, monitors, etc. can be funded through this grant.

4. Cleanup costs must be estimated on the application and will be approved in advance of the project. Unauthorized or undocumented expenses that exceed the approved amount *may* be the responsibility of the grantee. Examples of acceptable expenses include, but are not limited to:

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|--------------------|---|--|-------------------------------|
| roll-off dumpsters | landfill gate fees | fuel (\$75 limit) | brush/sticks disposal fees |
| recycling fees | event promotion or education (\$250 limit) | residential tire recycling –no businesses (\$750 limit) | volunteer refreshments |

Examples of items that will NOT be reimbursed include household garbage, yard waste (grass clippings, leaves) and liquids of any kind.

5. Grant funding is based on a **final report, which is due within six weeks** of the event. Collect the following during the cleanup event in order to complete the final report

- Number of volunteers and number of hours worked (include planning and organizing).
- Weight of material collected and properly disposed of by category (i.e. tires, appliances, etc.).
- Expenses, as seen on receipts showing the item, company paid and amount.
- Pictures that show evidence of the cleanup and use of rented equipment or tools as applicable.
- Donations or in-kind contributions (transportation costs, food and drink, etc.).
- Liability waivers, provided by KLLCB, signed by all participants.

Funds will be dispersed on a quarterly basis.

Please allow two weeks from the time of submission for a response from KLLCB. Once the application has been approved, KLLCB will contact you to go over project details.