



**Ocean County  
Clean Communities  
*Mini Grant Program***

# 2024 Ocean County Clean Communities Mini Grant

## Program Overview:

The Ocean County Clean Communities Program, under the Department of Solid Waste Management, is excited to announce the implementation of the **Adopt-A-Spot Program**. This initiative aims to actively engage community members in maintaining Ocean County's Open Spaces, which are part of the Natural Land Trust. Through this program, approved participants will receive grants that encourage their involvement in preserving our natural environment. The program is a collaborative effort led by the Department of Solid Waste Management with the support of the Planning Department.

## Objectives:

1. Promote the Clean Communities Program.
2. Increase Community Engagement.
3. Fund Cleanup Efforts.
4. Contribute to Waste Reduction Efforts by collecting and properly disposing of litter and debris.
5. Gather Data on the types and amounts of waste collected.
6. Comply with Clean Communities Program Requirements.

## Program Implementation:

### 1. Registration and Approval:

- The Clean Communities Program will open registrations for the Adopt-A-Natural Land Site Program October 1st. Participants can choose spots for adoption from a list created by the Ocean County Natural Lands Trust Program. Applications will be reviewed and approved for participants meeting all the requirements.

### 2. Grant Allocation:

- The Clean Communities Program will allocate funds for the Adopt-A-Spot Program. In the first year, 10 grants of \$500 each will be available to participants.

### 3. Reporting and Surveys:

- Participants are required to report the waste collected during two (2) cleanup activities. Litter surveys provided by the Clean Communities Program will be filled out to gather valuable information on the types of litter found.

**4. Application for Payment:**

- Participants will submit an application for payment to receive the allocated grant. The Clean Communities Program will get the agreements signed by organizations registered as vendors and send the signed Permission to Forward with the Agreement Resolution listing all participating volunteer groups. The funds will come directly from the Ocean County Clean Communities Program Grant Budget.

**5. Deadline for Payment Submission:**

- The deadline for participants to submit applications for payment will be set for May 15th every year.



**Contact Information:**

For inquiries and further information, please  
contact:

**Tanara Hall**

County Clean Communities Coordinator

Phone: **732-506-5047 ext 3132**

Email: **[cleancommunities@co.ocean.nj.us](mailto:cleancommunities@co.ocean.nj.us)**

## Application criteria

### 1. Organizational Requirements

Non-Profit Status: Organizations must provide proof of 501(c)(3) charity registration.

Location: Only organizations based in Ocean County are eligible.

No Duplication of Benefits: Organizations currently receiving mini-grants from other Clean Communities programs, such as those in Jackson or Stafford Township, are ineligible.

Register as an Ocean County vendor: <https://oceancca-vss.hostams.com/PRDVSS1X1/Advantage4>

### 2. Volunteer Commitment

Minimum Volunteer Requirement: Organizations must commit at least 10 volunteers for each cleanup event.

Notification: Groups must notify the Clean Communities Program of the date, time, and location of their cleanup activities. Failure to notify or report the cleanup will disqualify the organization from receiving the grant.

### 3. Project Proposal

Narrative Submission: Applicants must submit a narrative detailing how the grant funds will be used. Projects focused on sustainability, environmental conservation, or environmental community education will be prioritized. Proposals must align with the Clean Communities Program's mission: to clean waterways in an ongoing effort to protect these natural resources and foster the volunteer stewardship of public lands; and to clean and maintain roadways, as street litter often ends up in the water.

### 4. Grant Prioritization

Impact and Innovation: Proposals that demonstrate innovative approaches to waste reduction or that show significant potential impact on the environment will be prioritized.

## **5. Reporting and Accountability**

Litter Survey Submission: Participants must complete and submit litter surveys, release forms, and pictures after each cleanup, detailing the types and amounts of waste collected.

Supervision and Compliance: Staff may join and supervise cleanups to ensure compliance. Any indication that the cleanup was not performed as reported will result in disqualification.

## **6. Application for Payment**

Timely Submission: The application for payment, including all required documentation, must be submitted by the May 15th deadline.

These criteria should help streamline the application process and ensure that the program supports committed, impactful projects aligned with the objectives of the Clean Communities Program.

# Registration Ocean County Clean Communities Mini Grant Program

## Important Instructions:

**Deadline:** The completed online application must be emailed by **October 31, 2024**.

**Submission:** Hand-written and mailed applications WILL NOT BE ACCEPTED.

**Review:** Please read the Grant Procedures & Rules before completing the application.

**Completion:** All sections of the grant application must be completed in order to be considered.

**Documentation:** Submit an IRS Tax Exemption Letter or 501(c)(3) determination letter with your application.

**Assistance:** For direct assistance, email [cleancommunities@co.ocean.nj.us](mailto:cleancommunities@co.ocean.nj.us) or the Clean Communities Program at the Office of Solid Waste Management.

### 1. Organization Information

Name of Organization:

Address:

Town:

Day Phone:

Website:

Email:

### 2. Federal Identification Number:

### 3. Contact Person for Grant

Name:

Day Phone: \_\_\_\_\_

Email: \_\_\_\_\_

#### **4. Proposed Cleanup Dates**

(Must complete at least 2 cleanups before April 12, 2025)

Day 1: \_\_\_\_\_

Day 2: \_\_\_\_\_

#### **5. Tell Us About Your Organization (Max 300 words)**

Provide a brief overview of your organization, including your mission, community involvement, and experience with environmental cleanup efforts. Mention any previous participation in similar programs and describe how your organization aligns with the Clean Communities Program's mission of protecting waterways and maintaining roadways to prevent litter from entering water sources.

**6. Project Proposal (Max 100 words)**

Please provide a narrative detailing how the grant funds will be used. Projects that align with the Clean Communities Program’s mission to clean waterways and maintain roadways will be given priority. Describe your innovative approach or any specific goals your organization aims to achieve through this grant.

**7. Volunteer Commitment**

Number of Volunteers Committed: \_\_\_\_\_ Minimum of 10 volunteers required per cleanup event.

**Notification of Cleanups: Our team must be notified in advance of the date, time, and location of your cleanup activities. Staff may join and supervise the cleanup.**

**8. Compliance and Reporting**

Acknowledgement that your organization will complete the release form for each clean up, and submit litter surveys provided by Ocean County Clean Communities and pictures after each cleanup and comply with the program’s guidelines. Failure to perform or report the cleanup will result in disqualification from receiving the grant.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**9. Documentation**

Attach your IRS Tax Exemption Letter or 501(c)(3) Determination Letter



**10. Media Release and Consent**

By submitting photos as part of this application and subsequent cleanup reports, you grant the Ocean County Clean Communities Program permission to use any submitted images for print, web, and social media purposes. Your organization acknowledges that these images may be used to promote the Adopt-A-Spot Program and related environmental initiatives.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_





# Litter Survey

Clean up location:

Date:

Please select the items found (counting is optional)

- Cigarette butts
  - Plastic Bottles
  - Plastic Bags
  - Fishing lines + nets
  - Straws
  - Cuttlery
  - Takeout containers
  - Glass bottles/broken glass
  - Candy/Snack Wrappers
  - Bottle caps
  - Tampon applicators
  - Diapers
  - Wipes
  - Aluminum cans
  - Bagged pet waste
  - Styrofoam pieces
  - Large items (metal)
  - Large items (plastic)
  - Clothing/textile
  - Glitter/Small foil pieces
  - Balloons
  - Needles/Syringes
  - Vape pens
  - Condoms
  - Face masks
  - Plastic toys
  - Crab traps
  - Fishing hooks
- Volunteers
  - Hours
  - Area (miles)
  - Bags
  - Lbs
  - Cubic Yards

Was it possible to recycle? How much?

Unusual items?

Email your survey to: [cleancommunities@co.ocean.nj.us](mailto:cleancommunities@co.ocean.nj.us)