

Kentucky Department for Environmental Protection
Division of Waste Management
Recycling and Local Assistance Branch
300 Sower Boulevard, Second Floor – Frankfort KY 40601
(502) 564-6716

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DO NOT WRITE IN THIS SPACE

City Request and Agreement for Litter Abatement Program Grant Funding

1. Grant Year	
2. Federal ID Number	
3. City	
4. City Street Miles	Total Miles:

5. TERMS AND CONDITIONS FOR GRANT FUNDING

5(a).	Incorporated cities that elect to apply for litter abatement program grant funds are obligated to utilize the funding to clean litter along city streets two (2) times per year. In accordance with 401 KAR 49:080 Section 1 (1) a city street cleanup is defined as the “cleanup of litter along a number of city street miles equivalent to one-half (1/2) of a city’s total street miles”.
5(b).	The amount of litter abatement program grant funding is determined in accordance with KRS 224.43-505 and the total number of applicants applying for the grant.
5(c).	The litter abatement program grant funding shall be utilized for direct expenses, as defined in 401 KAR 49:080, Section 1(2), incurred during the calendar year which grant is distributed, associated with litter abatement programs; for litter cleanup on city streets as provided in KRS 224.43-505; and to meet the requirements established in KRS 224.43-345.
5(d).	By February 1, of the year following grant distribution, the city shall submit a completed “City Litter Abatement Program Annual Report and Certification for Grant Funding”, DWM 4900, to the cabinet.
5(e).	Litter abatement program grant funds not spent during the calendar year shall be returned to the cabinet by April 15 of the following year.

6. CERTIFICATION

The city hereby applies for grant funding for litter abatement program activities allowed pursuant to KRS 224.99-010(4) and agree to the above terms and conditions. I am aware that KRS 224.99-010(4) provides for penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

<input type="text"/> City Mayor (<i>Print Name</i>)	<input type="text"/> Signature	<input type="text"/> Date	
<input type="text"/> Title/Position	<input type="text"/> Email Address	<input type="text"/> Phone	<input type="text"/> Fax
<input type="text"/> Business Address	<input type="text"/> City	<input type="text"/> Zip Code	

7. Decline Grant Funding	<input type="checkbox"/> The city declines litter abatement program grant funding.
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GENERAL INSTRUCTIONS
City Request and Agreement for Litter Abatement Program Grant Funding

Instructions are provided for DEP 7118, City Request and Agreement for Litter Abatement Program Grant Funding. If you have questions, please call the Division of Waste Management at (502) 564-6716 and ask for the Recycling and Local Assistance Branch. This form must be completed by typing or printing legibly.

Important Note: This form is to be completed by city governments applying or declining to receive litter abatement program grant funding in accordance with KRS 224.43-505 (2)(d).

DEADLINE: Received by November 1st.

Submit DEP 7118 form to:
Kentucky Department for Environmental Protection
Division of Waste Management
Recycling and Local Assistance Branch
300 Sower Boulevard, Second Floor
Frankfort, KY 40601
(502) 564-6716

Section 1. Grant Year: Enter the year grant funding is being requested.

Section 2. Federal ID Number: Enter the federal identification number of the applicant.

Section 3. City: Enter the name of the city applying for the grant funding.

Section 4. City Street Miles: Enter the total amount of city street miles.

Section 5. (a) Through (e). Terms and Conditions for Grant Funding: The applicant agrees to the terms and conditions of this section by signing Section 6, Certification.

Section 6. Certification: The City Mayor must certify the information on this form with their signature and date. Certification must be included for this form to be complete. Copied or stamped signatures are not acceptable. Enter the mayor's name and signature, business address, email address, phone and fax numbers.

Section 7. Decline Grant Funding: Check box if city declines to receive litter abatement program grant funding for the current grant year.

GUIDELINES FOR “TRASH FOR CASH” PROGRAMS WHEN USING STATE LITTER ABATEMENT GRANT

“Trash for Cash” programs can provide funding to non-profit groups to collect litter along roadways. The Division has developed the following guidelines for cities or counties that fund “Trash for Cash” programs using the Kentucky Litter Abatement Grant

1. ELIGIBILITY

Non-profit groups only. Group must be located in the county where the litter cleanup is conducted. The types of groups that may be appropriate for a “Trash for Cash” program include:

- School sports teams, bands and cheerleaders
- Boy Scouts
- Girl Scouts
- Conservation District Groups
- Relay for Life Teams
- Church Groups

2. RATE PER MILE

Local governments can pay **up to \$100 per mile** (which includes both sides of the road). No more than \$100 per mile will be approved for grant funding. The number of miles assigned to a group is left up the county/city.

3. SAFETY TRAINING

Local government should meet with group leaders to discuss safety issues (proper clothing, materials that should not be picked up, etc.) (Boone County’s Safety First guidance document is included in the grant packet as an example.)

4. SUPPLIES

Local government will provide the groups with bags, vests, gloves, pick-up sticks, signage (“litter crew ahead” or similar) and insect repellent. A one-time purchase of a safety light is an allowable grant expense.

5. PAYMENT

It is recommended that funds not be released until the groups return the following:

- Left over bags
- Vests
- Pick up sticks (do not need to be purchased for each cleanup)
- Signage
- Safety light
- Any other supplies

6. REPORTING

Groups must report to the Solid Waste Coordinator the number of bags collected and number of miles cleaned.

7. INSPECTION

SWC (or other county/city employees) should inspect the roads after the cleanup to make sure they are clean before issuing the check.

8. COLLECTION

Group can bring filled bags to a central location following pickup or can leave them on the side of the road. If left on the side of the road for the road department or solid waste department to pick up, the hourly wage plus benefits of the employee as well as the hourly FEMA rate for the vehicle used can be charged to the grant while they are picking up the bags.

9. EXPERIENCE

It is recommended to have at least one member of the group write a letter to the local government stating what the group learned from the experience of picking up litter along the roadways.

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**City Litter Abatement Program Annual Report
and Certification for Grant Funding**

1. Grant Year	_____
2. Grant Recipient	_____

3. LITTER EXPENDITURES

Actual Disposal	\$ _____
Contract(s)	\$ _____
Education	\$ _____
Equipment/Vehicles	\$ _____
Personnel	\$ _____
Supplies	\$ _____
Other (Please Specify): _____	\$ _____
GRAND TOTAL \$ _____	

4. Labor Types (Check all that Apply)	<input type="checkbox"/> City Employees	<input type="checkbox"/> Contract Labor	<input type="checkbox"/> Inmates
	<input type="checkbox"/> Non-Profit Organizations	<input type="checkbox"/> Volunteers	<input type="checkbox"/> Other (Please Specify): _____

5. Road Miles Cleaned	Total Miles: _____
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6. Trash Bags Disposed	Total Bags: _____
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7. Report Preparation	Name: _____	Title/Position: _____
	Signature: _____	
	Date: / /	
	Email Address: _____	Phone Number: () - _____

8. CERTIFICATION

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document, and based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the submitted information is true, accurate, and complete. I certify under penalty of law that all funds from the Litter Abatement Program Grant from the Kentucky Division of Waste Management were used for direct expenses, as defined in 401 KAR 49:080 Section 1(2) and Section 3, incurred during the calendar year above associated with litter abatement programs; for litter cleanup on public roads as provided in KRS 224.43-505; and to meet the requirements established in KRS 224.43-345. I am aware that KRS 224.99-010(4) provides for penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

_____	_____	_____/_____/_____	
Name of Authorized Agent (Print Name)	Signature	Date	
_____	_____	(____)____-_____	(____)____-_____
Title/Position	Email Address	Phone	Fax
_____	_____	_____	
Business Address	City	Zip Code	

GENERAL INSTRUCTIONS
City Litter Abatement Program Annual Report and Certification for Grant Funding

Instructions provided are for DWM 4900, City Request and Agreement for Litter Abatement Program Grant Funding. For any questions regarding any category, please call the Division of Waste Management's Recycling and Local Assistance Branch at (502) 564-6716. This form must be completed by typing or printing legibly.

Important Note: This form is to be completed by city and local governments that receive litter abatement grant funding in accordance with KRS 224.43-505 (2)(d).

DEADLINE: Received by February 1st.

Submit DWM 4900 form to: **Kentucky Department for Environmental Protection**
Division of Waste Management
Recycling and Local Assistance Branch
300 Sower Boulevard, Second Floor
Frankfort, KY 40601
(502) 564-6716

Section 1. Grant Year: Enter the calendar year being reported.

Section 2. Grant Recipient: Enter name (city) of the grant recipient.

Section 3. Litter Expenditures: For each category, enter total litter expenditure costs spent from all funding sources.

- Actual Disposal costs include bags, bulky items, tires, etc.;
- Contract costs include non-profit organizations and contract labor;
- Education costs include personnel time spent on education, education materials, etc.;
- Equipment/Vehicle costs include operation of vehicles and equipment (FEMA rates apply);
- Personnel costs are calculated by multiplying the employee's hourly rate by the hours of labor expended for litter cleanup;
- Supplies cost include trash bags, gloves, etc.;
- Other costs include any additional monies spent that do not fall into one of the categories listed.
- Grand Total amount is determined by the sum of all of the litter expenditure costs above.

Section 4. Labor Types: Check all labor types that were used as part of the litter abatement grant fund. Use the "other" category to identify any additional labor types.

Section 5. Road Miles Cleaned: Enter actual number of road miles that were cleaned.

Section 6. Trash Bags Disposed: Enter total number of trash bags disposed.

Section 7. Report Preparation: Enter the name and position/title of the person who prepared the report. Preparer must sign and date form. Include phone number and email address at which they can be reached for information related to this report.

Section 8. Certification: An authorized agent or representative of grant funding expenditures must certify the information on this form with a signature and date. An "authorized agent" is a person responsible for the grant funding expenditures (i.e., a mayor, or a person of equal responsibility). Certification must be included for form to be complete. Copied or stamped signatures are not acceptable. Enter the authorized agent's name, title/position, business address, email address, phone and fax numbers.

Frequently Asked Questions for Litter Abatement Program Grants

What are eligible expenses for Litter Abatement program grants?

- Litter Abatement program grant recipients shall use grant funding for “**direct expenses**” associated with public road cleanup and city street cleanup requirements referred to in KRS 224.43-505(d)(5). See 401 KAR 49:080, Section 4(2)(a).
- “**Direct expenses**” include staff time, supplies, contract costs, expenditures related to the operation of equipment, actual disposal costs incurred, and activities, including education, focusing on litter prevention and litter cleanup along public roadways. Direct expenses do not include the purchase of a motor vehicle or lease of a motor vehicle when the lease includes a purchase option. See 401 KAR 49:080, Section 1(2)(a).

Does “public road” mean only a county road, or does it also include state roads?

- "Public road" means any city, county, state, federal, or limited access street, highway, or turnpike, including bridges and bridge approaches. See KRS 224.43-500(1)(c).

What forms must the grant recipient submit to the cabinet after performing litter abatement program activities with grant funds?

- **CITIES** – City Litter Abatement Program Annual Report and Certification for Grant Funding (Form DWM 4900). The form will be available on our website <https://eec.ky.gov/rla> and will also be sent through email from the Kentucky League of Cities in December. Incorporated cities must submit this form to the cabinet by February 1. See 401 KAR 49:080, Section 4(6)(b)3. This form must be signed by the **head of the governing body**. See 401 KAR 49:080, Section 4(6)(b)1.
- **COUNTIES** – A county will submit their expenditures to the cabinet by March 1 in their annual report (Form DWM 6061). See 401 KAR 49:080, Section 3(3). See 49:080, Section 4(6)(b)2. The form will be available on our website <https://eec.ky.gov/rla>. This form must be signed by the **head of the governing body**. See 401 KAR 49:080, Section 4(6)(b)1.

How long must anti-litter control program grant recipients keep documentation related to grant activities, including grant expenditure documentation?

- Litter abatement program grant recipients shall keep documentation related to grant activities, including grant expenditure documentation, for at least three (3) years. See 401 KAR 49:080, Section 4(2)(b).

What if the grant recipient does not spend all litter grants funding during the calendar year?

- Litter abatement program grant funding not spent in the calendar year it is received shall be returned to the cabinet by April 15 of the following year. See 401 KAR 49:080, Section 4(8).

Where can I find 401 KAR 49:080?

- By clicking [here](#) or going to <http://www.lrc.ky.gov/kar/401/049/080reg.htm> .

FEMA Hourly Rates (Effective July 26, 2023)

Equipment Type	Rates
Dozer, 575 to 850 HP	\$504.68
Dozer, 308 to 574 HP	\$364.36
Dozer, 231 to 307 HP	\$311.49
Dozer, 156 to 230 HP	\$199.60
Dozer, 97 to 155 HP	\$125.64
Dozer, 74 to 96 HP	\$103.66
Dozer, to 75 HP	\$114.27
Rubber Tired Backhoe 1 cy bucket	\$ 58.73
Excavator 1.5 cy bucket capacity	\$100.52
Excavator 2.5 cy bucket capacity	\$162.85
Track Loader 1 cy bucket capacity	\$ 62.21
Track Loader 2cy bucket capacity	\$ 69.08
Farm Tractor	\$ 62.62
Dump truck, 8 cy capacity	\$ 55.98
Dump truck, 10 cy capacity	\$ 74.83
Dump truck, 12 cy capacity	\$ 94.94
Dump Truck, 14 cy capacity	\$ 96.03
Dump Truck, 18 cy capacity	\$117.13
Pickup, 1/2 ton	\$ 16.68
Pickup, 4 Wheel Drive (1 ton)	\$ 19.91
Crew cab, 2 Wheel Drive	\$ 27.78
Crew cab, 4 Wheel Drive (or 1¼ ton)	\$ 35.45
Passenger Van	\$ 35.19

For FEMA rates for equipment not listed above, see www.fema.gov/assistance/public/tools-resources/schedule-equipment-rates