

# ENVIRONMENTAL MANAGEMENT SYSTEM GRANT APPLICATION



## Introduction

The purpose of the EMS (Environmental Management Systems) Grant Program is to assist designated EMS applicants towards environmental improvements in the six areas pursuant to Iowa Code Section 455J.7. These six areas include Yard Waste Management, Household Hazardous Waste Collection, Water Quality Improvement, Green House Gas Reduction, Recycling and Environmental Education.

## Guidance

Due to the flexibility of the EMS program, it's not possible to compile a list of preferred types of projects likely to receive EMS grant funding. The best guidance is to make sure the project supports continuous improvement in one or more of the six component areas listed above (see Application Scoring #2). Applicants may request information on past application funding history from the program contact listed below. Grant applications and agreements since the program started are available for review.

## Fund Availability, Eligibility and Timing

For information see the document: **Criteria for Awarding Environmental Management System (EMS) Grants.**

Council will set the Competitive Grant application due date and budgets at beginning of each fiscal year. The maximum grant amount council may make available is \$50,000 per participant.

## Proposal Submittal and Deadline:

The application due date will be listed on the **DNR website:**

<http://www.iowadnr.gov/InsideDNR/RegulatoryLand/SolidWaste/ComprehensivePlanning/SolidWasteEMS/EMSParticipants.aspx>

Submit applications to:

**Leslie Bullock Goldsmith**  
**Comprehensive Planning Review & Assistance, Land Quality Bureau**  
**Iowa Department of Natural Resources**  
**502 East 9<sup>th</sup> Street**  
**Email: [leslie.goldsmith@dnr.iowa.gov](mailto:leslie.goldsmith@dnr.iowa.gov)**  
**Phone: (515) 725-8319**  
**Fax: (515) 725-8202**

Electronic submittal is preferred but a hard copy or facsimile is acceptable.

Applicants must follow instructions contained herein and provide all requested information.

### SECTION 1 – Identification Information (If this is a joint project, please include data for all applying organizations)

Application Date:	
Applicant (EMS participant):	
Contact Person:	
Mailing Address:	
Telephone:	
Fax:	
Email:	

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Applicant (EMS participant):	
Contact Person:	
Mailing Address:	
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**SECTION 2 – EMS Grant Proposal Narrative/Scoring**

**Application Scoring**

1. Project Description – succinct description of the project including but not limited to the following: what it is; where will it be implemented; who is responsible for it’s implementation; is it a new initiative, or is it enhancing or improving an existing program or activity; and, a description of the goal and objectives of the project. (15 points)
2. EMS Implementation – describe specifically how the project is consistent with the entity’s Solid Waste EMS and how it will assist in implementation or, if related to an existing project, how it supports the continuous improvement concept. The Component Area(s) related to this request should be stated here. (20 points)
3. Impact – what are the specific environmental results related to the project and how will these be measured. If not funded, what is the impact on the implementation of the entity’s SW EMS. (10 points)
4. Budget – provide a detailed budget for the project. (20 points)
  - If you propose to use funds for more than one project, please supply a separate timeline and budget for each project. Attach these as separate documents.
  - List items for which funding is requested – include copies of estimates and/or quotes.
  - Identify why a specific item/piece of equipment/contractor (for example) was selected – give selection criteria such as price, vendor knowledge and convenience.
  - Identify other funding sources to be used in achieving the project budget. Are those sources secured (i.e., contracted) or pending?

Budget Item	EMS Request	Local Share – Cash*	Total
<b>TOTALS:</b>		\$	\$

\*Note: There must be a minimum 25% cash match, which is calculated on the **Total** for each budget line item in which EMS funding assistance is requested.

5. Matching contributions – at least 25% of the total cost of the project must be in the form of a cash match. The higher the total % of the cash match the more points will be awarded to the applicant. (15 points)



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**SECTION 5 – Signature**

I affirm the information provided on this Application is true, and that I will provide all other information requested for further substantiation. I agree that if awarded a Grant, I will execute the contract the DNR provides for conveying those funds, which contract will include but not be limited to conditions for expending those funds, and for making reasonable accounting of those expenditures and matching funds or in-kind expenses.

\_\_\_\_\_  
Signature, Title

\_\_\_\_\_  
Date

•APPLICATIONS RECEIVED AT THE DEPT. OF NATURAL RESOURCES AFTER 4:00 PM ON THE DUE DATE SET BY COUNCIL WILL **NOT** BE CONSIDERED FOR GRANT AWARDS.

DELIVER YOUR COMPLETED, SIGNED AND DATED APPLICATION AND ANY ADDITIONAL INFORMATION TO:

LESLIE BULLOCK GOLDSMITH, COMPREHENSIVE PLANNING REVIEW & ASSISTANCE, LAND QUALITY BUREAU, IOWA DEPARTMENT OF NATURAL RESOURCES, 502 EAST 9<sup>TH</sup> STREET, [LESLIE.GOLDSMITH@DNR.IOWA.GOV](mailto:LESLIE.GOLDSMITH@DNR.IOWA.GOV), PHONE (515) 725-8319, FAX (515) 725-8202