

# BENTON COUNTY SCORE GRANT APPLICATION

**SCORE GRANT REQUIREMENTS**   **FAILURE TO MEET REQUIREMENTS WILL DEEM YOUR APPLICATION INCOMPLETE resulting in return of the application to sender.**

- In applications which propose the use of recycled material; the percentage of recycled material content must be broken down. (e.g. Project installing plastic bench: Total project cost \$350. Bench cost \$250, installation \$100. Bench is constructed of plastic boards which are 70% plastic consumer waste and 30% virgin plastic)
- The grant requires a 25% cash and/or in-kind match. The match must be documented (e.g. receipts, payroll, etc.)
- The grant reimburses project expenditures. The application must be approved before the expenditures take place.
- Expenditures must take place during the grant period of January 1 through December 31 of the year in which the application was approved.
- Deadline to submit expenditure documents for reimbursement is December 31<sup>st</sup> of the year in which the application was approved. Failure to submit expenses by December 31st will result in expiration of the application and forfeiture of the funds. The applicant may reapply for the next session.
  - Applications approved in November will automatically be put into the next calendar year cycle (ex: application approved 11/01/2025 will expire 12/31/2026).
- Grant funds used to purchase equipment and/or fixtures will require a UCC Financing Statement and a Purchase Money Security Agreement Form.
- A separate application must be submitted for each project, event, and/or equipment request.
- Budget or itemized breakdown of estimated revenues and expenses must be provided.
- Prohibited expenses/funding:
  - Shipping costs
  - Dumpster costs unrelated to litter mitigation or recycling
  - Funding for creation of items or commodities that were not originally intended for or have not been diverted from municipal landfills (ex: yard waste/mulch, concrete crush/gravel).
  - Projects greater than \$50,000
- Priority areas:
  - Food Waste Composting
  - Reduction in waste generation
  - Reuse programs
  - Food to animal/ people programs

**Criteria: Purposes for which money may be spent:** (State Statute Section 115A.557 Subd. 2)

- 1) reduce the amount of solid waste generated;
- 2) recycle the maximum amount of solid waste technically feasible;

- 3) create and support markets for recycled products;
- 4) remove problem materials from the solid waste stream and develop proper disposal options for them;
- 5) inform and educate all sectors of the public about proper solid waste management procedures;
- 6) provide technical assistance to public and private entities to ensure proper solid waste management;
- 7) provide educational, technical and financial assistance for litter prevention;
- 8) process mixed municipal solid waste generated in the county at a resource recovery facility located in Minnesota;
- 9) compost source-separated compostable materials, including the provision of receptacles for residential composting;
- 10) prevent food waste or collect and transport food donated to humans or to be fed to animals; and
- 11) process source-separated compostable materials that are to be used to produce Class I or Class II compost as defined in MN Rules, part 7035.2836, after being processed in an anaerobic digester, but not to construct buildings or acquire equipment.

#### **Applicant Information**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE NO: \_\_\_\_\_ Email: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

PROJECT DESCRIPTION: \_\_\_\_\_

TOTAL PROPOSED PROJECT COST: \$ \_\_\_\_\_

APPLICANT'S FINANCIAL CONTRIBUTION: \$ \_\_\_\_\_ (25%  
minimum of proposed total project cost)

SCORE GRANT REQUESTED AMOUNT: \$ \_\_\_\_\_  
(75% maximum of proposed total project cost)

**Thoroughly answer all questions for your application to be considered complete.**

**1. Identify which purpose criteria your project meets (Criteria 1-11):**

**2. How does your project meet the criteria identified above?**

**3. List specific estimated expenses breakdowns.** EX: Project installing plastic bench: Total project cost \$350. Bench cost \$250 installation \$100. Bench is constructed of plastic boards which are 70% plastic consumer waste and 30% virgin plastic)

Item/ activity Name	Cost	Amount Recycled Material, if applicable

**4. How will you provide the 25% required project match?**

**5. Explain the expected long-term impact of this project and how it benefits your community:**

**6. Have you received SCORE funds in the past?**  
i. If yes, please list the total amount:

**7. Please attach supporting documentation such as invoices from previous projects, quotes, project design, project layout, etc. The Solid Waste Committee (SWAC) must be able to understand the scope of the project and ensure it meets SCORE criteria.**

This application will be reviewed by the SWAC which meets quarterly. Once they provide a recommendation, the application will be approved or denied by the Benton County Board of Commissioners.

Signature below constitutes agreement with the grant requirements.

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Signature

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Date

Send completed application to:  
Benton County Planning & Zoning Department  
ATTN: Luke Edlund  
531 Dewey Street, P.O. Box 129  
Foley, MN 56329-0129

For more information about the SCORE grant program or application process contact the Benton County Planning and Zoning office at: (320) 968-5065