



**Guidelines for Grantseekers**  
**DEADLINE: FRIDAY, MARCH 1, 2024**  
*Altamont Settlement Agreement*  
*Education Advisory Board*

**A. What are the objectives of the Education Advisory Board?**

The objectives of the Education Advisory Board are to promote waste prevention and recycling, job training and education through:

- A. Waste prevention and recycling programs that serve schools (recycling supplies, program materials and other education activities such as field trips);
- B. Projects in: waste prevention, source reduction, reuse, recycling, composting and procurement of recycled content products;
- C. We are especially interested in supporting community or school projects in food waste prevention, food donation, organics separation pursuant to [Senate Bill 1383](#), and waste reduction initiatives that support climate literacy;
- D. We prioritize projects that provide a learning opportunity for students and/or the community and projects that result in high quality recovered materials and products;
- E. Priority will be given to programs that change the culture/behavior of waste prevention and recycling in schools or the community;
- F. Community education through waste prevention, source-separation and recycling education programs;
- G. Job training and internships in the field of waste prevention and recycling. This grant year, we will not be considering grants for job training programs in general retail or construction.

**Note:** The Board will not fund hand dryers, water stations, battery chargers, document readers or gardening equipment.

**B. What categories do the Board fund and how much money is available in each category?**

The Educational Advisory Board offers mini-grants, allow up to \$5,000 each (with no minimum grant requirement), and project grants, which average approximately \$20,000 each, with a maximum request of \$40,000. Please note, due to lower funding levels this grant category is expected to be very competitive.

In addition, no more than (3) applications will be considered from one applicant.

**C. What amount of money can an applicant expect and what are the terms?**

The length of grants is one year for mini-grants as well as for project grants. The Board will also consider multiple-year grants (up to three years). If applying for a multiple-year grant, applicants must provide justification and an annual budget and schedule. A limited number of multiple-year grants in excess of \$40,000 will be considered. The grant objectives for the mini-grants and projects grants should be accomplished within the 2024-2025 grant year.

**D. Who is Eligible to Apply?**

Grant money is limited to individuals and organizations serving citizens of Alameda County and the city of San Ramon, with the exception of franchise waste haulers.

Past grant recipients have included teachers, schools, school districts, student councils, PTAs, individuals and non-profit organizations.

#### **E. What is the Process for Applying?**

Mini-grant applicants must submit a mini-grant application, enclosed with this packet and available online at [altamonteab.org](http://altamonteab.org). Applications must be received by ***Friday, March 1, 2024.***

Project grant applicants must submit a project grant application, enclosed with this packet and also available online at [altamonteab.org](http://altamonteab.org), and must also include other requested information by the ***deadline of Friday, March 1, for the 2024 calendar year.***

Multi-year grants must submit a project grant application, enclosed with this packet and also available online at [altamonteab.org](http://altamonteab.org). Multi-year grants must also include justification and an annual budget and schedule. Requested information must be submitted by the ***deadline of Friday, March 1, 2024.***

Funding will be awarded to successful applicants as resources allow. By submitting completed applications, applicants understand that competition for funding is extremely competitive and, at times, partial funding may be offered. Funding notification will be on or before May 1, 2024.

#### **F. What is the Board's Discrimination Policy?**

Pursuant to Title II of the Americans with Disabilities Act, and Section 504 of the rehabilitation act of 1973, the Altamont Education Advisory Board does not discriminate on the basis of race, color, religion, national origin, ancestry, sex, disability, age, or sexual orientation in the provision of any activities, programs, or grants.

#### **G. How Will Applications be evaluated?**

1. Does the applicant meet the Board's eligibility requirements?
2. How well does the request meet one or more objectives of the Advisory Board?
3. How will the project's deliverables be useful or transferable to others?
4. Are the project goals and tasks clear and concise?
5. Are the project tasks, timeline, and budget realistic?
6. Is the applicant qualified to accomplish the project?
7. Does the project leverage other public and private resources (such as foundation grants, other grant making organizations, etc.)?

#### **Where Do We Send Our Proposal?**

Submit applications via email to: **[altamonteab@gmail.com](mailto:altamonteab@gmail.com)**

***Applications must be received by Friday, March 1, 2024.***

Please no phone inquiries. All questions must be submitted by e-mail only. Applications must be submitted via email and will receive receipt confirmation within 5 days. Mail in applications will not be accepted. For more information, e-mail questions to **[altamonteab@gmail.com](mailto:altamonteab@gmail.com)**