

**HUDSON COUNTY CLEAN COMMUNITIES
MINI-GRANT PROGRAM
APPLICATION FOR PARTICIPATION**

Please print or type the following information

Date of Application: _____

Name of Organization: _____

Street Address: _____

City, State, Zip Code: _____

Contact Person: _____

Daytime Phone: _____

Number of Participants: _____

Number under age 18: _____

Project Date: _____ Alternate Date(s): _____

List (in descending order of preference) sites desired for program approval:

1. _____

2. _____

3. _____

4. _____

Name of Project Supervisor: _____

Signature: _____

**HUDSON COUNTY CLEAN COMMUNITIES
MINI-GRANT PROGRAM
PARTICIPATION AGREEMENT FORM**

The undersigned, being a duly authorized representative of _____
_____ (hereinafter "APPLICANT") hereby affirms that the APPLICANT is a bona fide not-for-profit group and has no affiliation, either directly or indirectly, with any political party. Further, if awarded a Clean Communities Mini-Grant, the APPLICANT agrees to:

- a) Utilize no less than ten (15) persons, inclusive of adult supervisors, to actively participate in a program of litter clean-up (hereinafter "PROGRAM");
- b) Provide adult supervision for all PROGRAM participants under the age or 18, such that a ratio of no less than one (1) adult supervisor for each six (6) participants under the age of 18 is assured;
- c) Schedule the PROGRAM for no less than six (6) hours in duration;
- d) Provide all transportation necessary to implement the PROGRAM including the pick-up and return of any and all equipment and tools loaned to the APPLICANT by the Hudson County Improvement Authority. All equipment and tools must be returned with 72 hours of the completion of the PROGRAM;
- e) Provide the Hudson County Improvement Authority with the following information within two (2) weeks of completion of the PROGRAM:
 - a. A one-page narrative describing the clean-up activities
 - b. A completed "Clean-Up Information Form" (attached)
 - c. Copies of photos of the clean-up activities;
- f) Indemnify and hold harmless the Hudson County Improvement Authority and its employees from any accidents and/or injuries to persons or property resulting either from direct or indirect participation in the PROGRAM;
- g) Provide the Hudson County Improvement Authority with proof of liability insurance relative to said activity prior to the PROGRAM date.

ORGANZIATION: _____

CONTACT PERSON: _____

SIGNATURE: _____

DATE: _____

HUDSON COUNTY CLEAN COMMUNITIES MINI-GRANT PROGRAM CLEAN-UP INFORMATION FORM

Following completion of clean-up PROGRAM, please fill out this form and return, within two (2) weeks to:

Environmental Programs Administrator
Hudson County Improvement Authority
574 Summit Avenue, 5th Floor
Jersey City, NJ 07306

Organization: _____

Site Cleaned: _____

Total area (estimated square footage): _____

Total # bags of non-recyclables collected: _____

Estimated weight of full bags: _____

<u>RECYCLABLES COLLECTED</u>	<u># BAGS</u>	<u>TOTAL WEIGHT</u>
Aluminum Cans	_____	_____
Glass Bottles	_____	_____
Steel/Tin Cans	_____	_____
Plastic Bottles	_____	_____
Paper	_____	_____
Other (please specify)		
_____	_____	_____
_____	_____	_____
_____	_____	_____

TOTAL _____

Time of Clean Up From _____ To _____

Total Participants _____ Participants Under 18 _____

Name of Contact Person: _____

Signature: _____

Date of Report: _____

HUDSON COUNTY CLEAN COMMUNITIES MINI GRANT PROGRAM

SUGGESTIONS FOR CLEAN-UP DAY:

In order to keep the day safe and fun for everyone, the Hudson County Improvement Authority staff asks that you follow these suggestions:

1. Instruct participants not to handle anything that looks dangerous, hazardous or is an unknown substance. Inform the Hudson County Improvement Authority of what was found and the approximate location.
2. Wear appropriate clothing. Although it may be hot out, we suggest participants wear long pants (blue jeans) and sneakers or work boots, if possible. Garden or work gloves are a must. Watch out for insect and animal nests.
3. Clean Communities cannot provide lunch. Be sure each participant brings a bag lunch, or ask a local merchant to donate pizzas or sandwiches and drinks. The day may be hot, please remember to bring plenty of cold drinks.
4. Remember to use bathrooms before you begin work. There may not be one close to the clean-up area.
5. Choose a rain date (even a second rain date may be a good idea) in case the day you choose is inclement. Be sure that on each of the days chosen, your group will have at least 15 participants available.
6. Establish a bank account in the name of your organization if you do not already have one. This will make payment easier since the Hudson County Improvement Authority can only issue a check in the organization's name.
7. Designate one (1) adult to pick up all necessary equipment and tools from the Hudson County Improvement Authority during working hours (not the day of the clean up!) and return them within 72 hours of the PROGRAM. To reserve equipment and tools, call the Environmental Hotline or e-mail us at recycle@hcia.org at least two (2) week prior to the PROGRAM. *Any damage or loss of tools will be subtracted from the total amount of the mini-grant awarded to your organization.*
8. Have an adult bring a camera and take pictures during the PROGRAM. We would love to include pictures on our website or in our newsletters – the local newspapers may print them as well.
9. Make this a learning experience. Ask participants to write about the clean up and the litter problem in general. The Hudson County Improvement Authority would appreciate hearing from participants and would make every effort to have something published in local newspaper to carry the experience to every Hudson County resident.

THANK YOU FOR PARTICIPATING IN THIS PROGRAM! WE HOPE YOU AND THE OTHER MEMBERS OF YOUR GROUP HAVE A GOOD TIME AND LEARN ABOUT LITTER: ITS CAUSES, THE EXTENT TO WHICH IT OCCURS IN OUR COMMUNITY AND WHAT WE CAN DO TO MAKE OUR COMMUNITY A CLEANER, GREENER AND HEALTHIER PLACE IN WHICH TO LIVE AND WORK!