

Local Government Grant Program Performance and Accounting Summary Report

Fiscal Year 2011

**Annual Report
to the
Litter Control and Recycling Fund Advisory Board**



Prepared by the Virginia Department of Environmental Quality

November 2011

Introduction

This report summarizes the litter prevention and recycling activities and expenses conducted in 2011 by local government recipients.

The Commonwealth of Virginia collects three “litter” taxes to support litter prevention and recycling program activities in Virginia. The three taxes are comprised of a beer and wine coolers tax, a soft drink tax, and a retail establishment fixed fee of \$10 or \$25. Collectively referred to as the “litter taxes,” the revenues collected are deposited into the Litter Control and Recycling Fund (Fund). The annual uses of these funds as specified by legislation are:

- 95% - No-match grants to localities (Local Government Grants); and
- 5% - Grant administrative costs - Department of Environmental Quality (DEQ).

The guidelines for these grants are overseen by the Litter Control and Recycling Fund Advisory Board (Board) and DEQ provides program and financial administration of the annual grants. The Board meets at least two times each year to track the status of the Fund and the progress of the annual grant program. The Board is appointed by the Governor and consists of five members as follows:

- Three (3) members shall represent persons paying the taxes which are deposited into the Fund and shall include one member appointed from nominations submitted by recognized industry associations representing retailers; one member appointed from nominations submitted by recognized industry associations representing soft drink distributors; and one member appointed from nominations submitted by recognized industry associations representing beer distributors.
- One member shall be a local litter or recycling coordinator.
- One member shall be from the general public.

At the conclusion of each grant year, the Local Government Grant recipients must submit Performance Reports and Accounting Reports to DEQ on the activities and expenses for which the grant funds were used. The purpose of this report is to summarize the information submitted in the Performance Reports and Accounting Reports for Fiscal Year 2011. The data contained in this report was compiled from the information submitted by the grant recipients and certified by one of their authorized agents.

Funding for Fiscal Year 2011

In Fiscal Year 2011, **\$1,742,782** was disbursed from the Fund to **312** out of a possible **324** localities. The number of local governments applying for the grants has steadily increased over the past couple of years. In 2010 and 2011 DEQ mailed a hard copy of the application and accounting report to each eligible local government. DEQ staff also conducted webinars on the litter grant guidelines and the application process in addition to the usual email notifications and phone calls. Annually the litter grant coordinator calls each litter program manager that did not apply the previous year or applied late to remind them of the current grant cycle.

The local Litter Prevention and Recycling Programs may be managed or operated by a single locality (city, county, or town), or by a group of localities (referred to as a "cooperative program").

*Single local governments: 141
Co-ops: 51 (171 localities)
Total grants disbursed: 192 (51 + 141)
Total localities served: 312 (171 + 141)*

Many localities use other sources of funds to augment their grant award. Programs reported \$14.6 million in cash from local funds, private sources, and other revenues.

In addition to cash, a number of localities rely upon in-kind services to carry out their program activities. Local programs value their in-kind donations at \$1,088,502.

In Fiscal Year 2011, local governments matched the **\$1,742,782** awarded in grant funds with **\$14,656,272** from other sources of money and in-kind services. This represented a funding match of **840%**.

For the past two years, the litter grant coordinator at DEQ has been conducting webinars for litter program managers on what to report on their annual performance reports. A common fallacy among the litter program managers is if they report how much money their local governments give them to support litter and recycling, that they will receive less money from the Commonwealth. Litter grants are calculated by population and road miles and do not take into consideration how much money the local government receives from other sources. The litter program coordinator has been working to dispel this misconception and expects the reported match to continue to rise. DEQ contacted local governments that reported that their local government reported millions of dollars to verify their contribution to their litter and recycling program. Several large urban localities confirmed their reported figure. They cited salaries paid by the locality for their litter and recycling staff as a major source of their reported cash match.

Performance Details 2011

Staffing and Volunteer Support Level:

Most programs have at least one full- or part-time employee who is typically assisted by volunteers. Volunteers play a critical role in each program's success. At a standard rate of **\$22.03** per hour, the value of the service provided by volunteers during Fiscal Year 2011 was **\$6,616,137**.

Clean Ups:

Each year, local programs sponsor a variety of clean-up programs where volunteers donate their time to clean up areas where litter is present or where illegal dumping of solid waste has occurred. A total of **6,794** clean-up events, utilizing a total of **99,880** volunteers, cleaned **52,792** cubic yards of litter in Fiscal Year 2011.

Youth Education:

The majority of local programs included a youth education component. These activities included presentations and workshops in schools, involvement in "Ecology Clubs" and other educational events such as Earth Day celebrations. Last year, the Local Government Grant recipients reported that **1,686** presentations, workshops, or other educational events for young people were conducted. The total number of youth attending these activities was reported as **84,634**. The total number of Ecology Clubs reported for FY 2011 is **114** with **2,376** members.

Public Education (Not Reported as Youth Education):

Community outreach is a major component of many of the local litter and recycling programs. Community outreach activities may include booths, presentations, and unstaffed displays, such as bulletin boards and posters. Litter and recycling program managers reported that they conducted

669 workshops with an estimated 53,683 people in attendance. There were 417 staffed displays or events that were viewed by approximately 529,224 people. Program managers reported that in FY 2011 there were 516 unstaffed displays in Virginia.

There were no significant changes in the number of employees, volunteers and hours worked, cleanups conducted, youth education, and public education as compared to the 2010 report.

Assign-A-Highway Programs:

The Assign-A-Highway program continued as a litter prevention/clean-up initiative in the Commonwealth. Under this program, area judges offer probationers the opportunity to work with the locality's litter program to clean up assigned sections of roads and highways during their probationary period. For FY 2011, grantees reported 45,125 cubic yards of litter were collected by 23,443 probationers along 30,491 miles of roads.

Program Grant Funding Allocations:

Local governments that received grants for FY 2011 were asked to estimate the percentage of their grant funds used specifically for the litter prevention program activities and the percentage of their grant funds used specifically for recycling program activities. Approximately 56% was reported as being used for litter prevention while 44% was reported as having been spent to support recycling.

Summary of Highlighted Data Comparing Fiscal Year 2011 to Fiscal Year 2010

	FY 2011	FY 2010
Funds Distributed from Litter Tax	\$1,742,782	\$1,514,879
Total Localities Funded	312	306
Cash Match Total	\$14,656,272	\$9,655,176
In-Kind Match Totals	\$1,088,502	\$1,406,790
Number of Volunteer Hours Worked	300,324	352,957
Clean-up Events	6,794	7,877
Volunteers	99,880	73,785
Cubic Yards of Litter Collected	52,792	30,509
Youth Presentations, Workshops, or other Educational Events	1,686	2,428
Youth Attending	84,634	111,243
Ecology Clubs	114	148
Ecology Club Members	2,376	4,035
Number of Probationers	23,443	6,574
Number of Road Miles Cleaned	30,491	14,746
Total Cubic Yards of Litter Collected	45,125	9,965

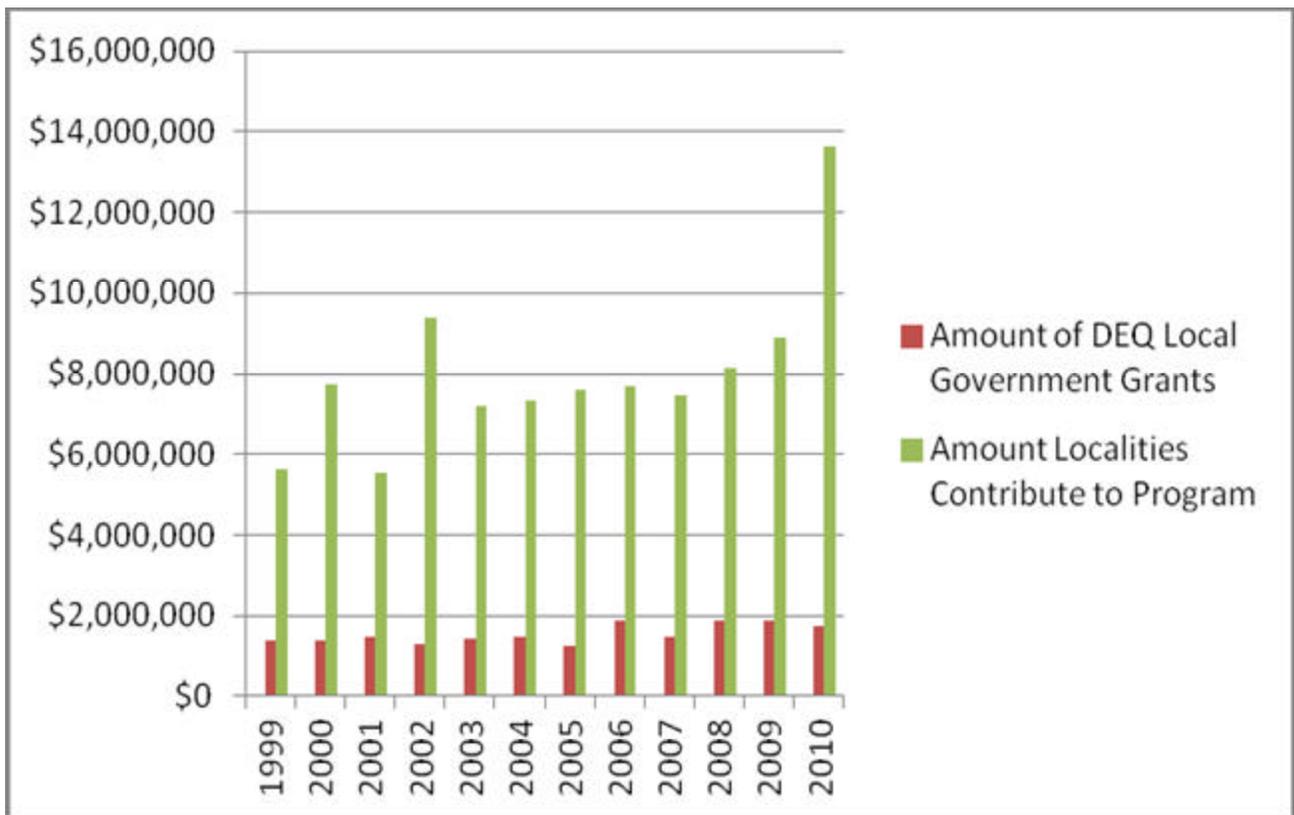
Cash Match Fund Breakdown:

Local Cash	\$13,645,054
Private Sector Cash	\$ 424,991
Other Cash	\$ 586,227
Total	\$14,656,272

In-Kind Match Breakdown:

All Other Fund Sources (In-Kind)	
Local In-Kind	\$ 792,662
Private In-Kind	\$ 159,266
Other In-Kind	\$ 136,574
Total	\$1,088,502

Local Program Match is Worth Nearly \$13 Million



Note: The chart shows the money collected in Fiscal Year 2010. The funds that were collected at the end of Fiscal Year 2010 were disbursed and reported on in Fiscal Year 2011.

Expenses:

Litter Prevention & Recycling programs used their grant funds for expenses in the following categories:

Use of Grant Funds	Category Expenditures	% of Use
Salaries, Wages, and Fringe Benefits	\$ 715,001	41%
Essential Supplies	\$ 636,731	38%
Contractual Services	\$ 303,178	18%
Travel	\$ 26,372	2%
Other	\$ 15,967	1%
Total Grant Funds	\$ 1,697,249	100%

Staffing:

Employed Staff	
Number of Employees (Full- & Part-Time)	916
Number of Hours Worked	712,205

Program Promotion:

The Fund guidelines require reporting on the kinds of materials the litter program managers distribute; however, the quantity does not need to be reported. In addition, litter program managers cannot use their grant funds for advertising although advertising may be donated and is included in this report as an in-kind match.

Types of materials distributed	Number of localities reporting
Litter Bags	104
Pencils	96
Stickers	80
Coloring Books	64
Other*	88

**Other e.g.: Bookmarks, buttons, certificates, cups, gloves, hand sanitizer, key chains, litter grabbers, magnets, memo pads, pocket ash trays, recycling bins, rulers, tote bags, water bottles, wrist bands, etc.*

Types of Communication	Number of localities reporting
Brochures	83
Websites	76
Emails	70
Newspapers	70
Newsletters	48
Public Service Radio Announcements	32
Facebook	30
Public Service Television Announcements	24
Twitters	10
Other*	34

**Other e.g.: banners, blogs, bumper stickers, booklets, calendars, fliers, post card mailers, presentations at public town meetings and other interest groups, school and government marquees, signage, and You Tube.*

Total estimated amount of grant funding used to support litter prevention and recycling:

% of grant funds used for litter prevention program activities (value of this allocation)	56%
% of grant funds used for recycling program activities (value of this allocation)	44%

Note: The percentage of funding utilized for litter and recycling is subjectively based upon estimates provided by the grant recipients. These percentages also are based only on the grant funds awarded to localities by DEQ. This percentage of funding does not take into account any other monies that the local governments may have received from other sources or had budgeted for these programs from their general operation funds.

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To view reports from previous years or obtain additional information about the litter program, go to <http://www.deq.virginia.gov/recycle/programs.html> or contact Sheila Barnett at Sheila.Barnett@deq.virginia.gov or (804)698-4055.



Town of Abingdon



Elizabeth River boat landing and park cleanup



Gloucester County cleanup