

# COMMERCIAL WASTE COMPACTOR PROGRAM



## COMMERCIAL WASTE COMPACTOR GRANT



[www.cnhed.org/compactor](http://www.cnhed.org/compactor)



202.370.3693



JUNE 30 - *through* - SEPTEMBER 8, 2017

## FREQUENTLY ASKED QUESTIONS

If you have additional questions not answered in this FAQ document, please contact  
(202) 370-3693 or [DCwastecompactor@cnhed.org](mailto:DCwastecompactor@cnhed.org)

**VERSION UPDATED as of 6-30-2017**

### BENEFITS OF INSTALLING A WASTE COMPACTOR

#### **Q** What are the benefits to installing a waste compactor?

**A** Installing a waste compactor presents numerous benefits for your business. The key benefits of using a commercial compactors include:

- Trash compactors compress waste materials, making them more manageable.
- Reduces rodent activities and related citations
- Save money on fuel, time and transportation (varies by business' waste collection service provider)
- Improve sanitation levels
- Bag usage reduction

#### **Q** Can a commercial compactor save me money?

**A** The cost savings, if any, will vary by business' waste collection service provider. You can dispose of anywhere from 50%-90% more trash per pickup from compacting your loose trash into smaller volumes, which will lower the number of waste hauling visits. The reduction in waste collection frequency may translate into money saved on hauling costs.

#### **Q** Can a commercial compactor make my waste collection space cleaner?

**A** Using a trash compactors is an excellent way for a business owner to keep trash securely confined and to reduce loose trash, which is much cleaner and neater.

## **Q Can commercial compactors improve my environmental sustainability?**

**A** A decrease in your waste collection trips reduces the amount of CO<sub>2</sub> released by collection vehicles. Compactors can be used to store a variety of waste streams including refuse, recycling, and organic materials for composting.

## **COMPACTOR EQUIPMENT & INSTALLATION**

## **Q What type of compactor should my business buy?**

**A** Before purchasing a trash compactor first consult a licensed installer to learn more about the types of compactors available and determine the best option for your business. Types of compactors you may want to consider include:

- A commercial-grade compactor that is completely sealed to prevent rodent entry (i.e., any opening should be smaller than size of a quarter)
- A stationary for dry waste or recyclable material, which is affixed to the ground on your site) or self-contained compactor for wet or granulated material, the compactor and container remain permanently joined.
- A compactor with a locking device to prevent others from using or tampering with your compactor
- A solar powered compactor or a solar-hybrid, which is part solar and electricity
- A keypad entry if you're planning to share the compactor with multiple businesses

## **Q Can my space accommodate a compactor?**

**A** Most businesses can accommodate a compactor if they currently have a dumpster that is accessible to a hauler. The space must accommodate stable surface area and clearance necessary for the collection by a solid waste collector. In general,

- Concrete must be a minimum 3000 psi, steel reinforced, 6 inches thick
- Width- 1 foot greater than width of compactor
- Length- 5 feet greater than width of compactor

A licensed installer will determine the size and space requirements for the location of the compactor. The business owner will also need to determine if their hauler has the capacity to move heavier loads.

## **Q Where may I install a commercial compactor?**

**A** Any location where your business has site control (written permission to use the space) and is accessible to the hauler that will service the compactor. For site control, the business must verify whether the areas is private or public space. If you are not sure, email [publicspace.committee@dc.gov](mailto:publicspace.committee@dc.gov), visit <https://ddot.dc.gov/node/496092>

- If private space, business applicant must submit signed lease agreement with property owner with their grant application
- If public space, business applicant must submit DDOT-issued public space permit (<https://ddot.dc.gov/node/496092>). For additional guidance, see the forthcoming Permitting Compactor located on Public Space guide.

### Q How much will it cost to get a compactor?

A The cost to get a compactor installed will vary by business. Below are some of the types of cost business should prepare to pay. **Business owners are responsible for all costs** and may use GRANT FUNDS ONLY to offset cost of the compactor EQUIPMENT. Costs Business May Incur to Install and Operate a Compactor:

- Purchasing/leasing **compactor equipment** (grant funds could be used towards this)
- Hiring electrician to **supply adequate electrical power** near compactor location and/or utilize solar energy if using a solar-powered compactor
- Creating adequate **installation surface** for the compactor (e.g., installing concrete pad)
- Public **space permit fees if installation** location is in public space (see the forthcoming Permitting Compactor located on Public Space guide)
- **Maintenance service fees** associated with the operation of your compactor.

### Q Where can find a compactor installers?

A Ask your current service provider, who should have a solid waste collection license. Also, CNHED will publish a list of installers operating in the District on its website.

### Q What type of information is required in the Installation Plan?

A Applicants must submit an Installation Plan, completed by a DC-licensed installer, along with their application. Prior to submitting the plan, the contractor will need to visit your business to evaluate the space where the compactor will be installed, determine if the surface is sufficient and the electrical power needed for the compactor.

Applicants can download a copy of the Installation Plan at [www.cnhed.org/compactor](http://www.cnhed.org/compactor).

## ELIGIBILITY FOR A GRANT

### Q Who is eligible to apply for a grant?

A All licensed, DC-based, for-profit businesses that are incorporated in the District and in good standing with the DC Department of Consumer and Regulatory Affairs DCRA and Office of Tax & Revenue are eligible to apply. Additional considerations for the receipt of a grant:

- Must have the appropriate space, access, and consent to install a compactor
- Businesses that purchased or started a lease for a compactor on or between October 1, 2016 and June 1, 2017 are eligible for a partial grant funding
- Business is current with taxes

### Q How will I know if my application is eligible?

A The grant manager for this compactor program, Coalition for Nonprofit Housing and Economic Development (CNHED), will review applications to determine if the business is eligible, the compactor equipment and installation is viable, and grant amount requested allowable. Then, CNHED will make an award determination on a first-submitted, first reviewed basis. CNHED will notify the business within 15 days of receipt of application.

**Q What can I do if there is not enough space for a compactor?**

**A** Consider coordinating with nearby business to share a compactor or applying to use nearby public space (see the forthcoming Sharing a Compactor guide).

**Q May several businesses share one compactor?**

**A** Yes, multiple businesses, located in same vicinity, may apply for a grant to share a compactor. Each business would apply individually for the pro-rated cost of the shared compactor (i.e., the total cost divided but number of businesses sharing the compactor) as long as the pro-rated amount does not exceed the individual award limit (\$13,500 purchase or \$9,000 lease).

FOR EXAMPLE: Two (2) businesses would like to purchase and share a compactor that costs \$12,000. The steps to fund a shared compactor are:

1. Each business would apply for \$6,000 grant (\$12,000 divided by 2 businesses)
2. Submit the shared invoice for \$12,000 (upload in the *Documents* tab, the field "Proof of Purchase" or "Proof of Intent to Purchase")
3. Provide names and addresses of businesses sharing the compactor in the *Application Questions* tab, Question 22.

**Q May business apply for more than one compactor grant?**

**A** Generally, no. A business owner may apply for one grant to lease or purchase a compactor for its DC-business location. However, if grant funds allow, small and local businesses with multiple DC locations may be considered for more than one grant on a case-by-case basis. If this applies to your DC business, please contact CNHED to discuss (202) 370-3693 or [DCWasteCompactor@cnhed.org](mailto:DCWasteCompactor@cnhed.org).

## GRANT APPLICATION PROCESS

**Q When are applications due?**

**A** On or before September 8, 2017 at 2 p.m.  
Applications will be received on a rolling basis starting **June 30, 2017 through September 8, 2017 at 2:00 p.m.** or until grant funds are exhausted (whichever date comes first).

**Q Who is managing the Commercial Waste Compactor Grants Program?**

**A** The Coalition for Nonprofit Housing & Economic Development (CNHED) is the grant manager. You should contact them at (202) 370-3693 or [DCWasteCompactor@cnhed.org](mailto:DCWasteCompactor@cnhed.org) with any questions you have regarding the grants program. CNHED will be your point of contact during the entire process. CNHED will review applications to determine if the business has met all the eligibility requirements, has submitted a complete application and make a pre and post award visits. CNHED will award determination on a first-submitted, first reviewed basis, and dependent on the availability of grant funds. If you have question about your application please contact CNHED to discuss (202) 370-3693 or [DCWasteCompactor@cnhed.org](mailto:DCWasteCompactor@cnhed.org).

## **Q What documents are required to complete my application?**

**A** You will be asked to upload the following documents to complete your application:

1. INSTALLATION PLAN completed and signed by licensed business installing the compactor. Download plan template at [www.cnhed.org/compactor](http://www.cnhed.org/compactor) and have your contractor that has already or will install the compactor complete it. (Required)
2. PROOF OF INTENT TO PURCHASE/LEASE: Allowable documentation includes itemized estimate, invoice, purchase order or signed lease agreement issued by the vendor selling/easing the compactor and dated on or after June 2, 2017. (Required)
3. PROOF OF PURCHASE/LEASE: Allowable documentation includes itemized estimate, invoice, purchase order or signed lease agreement issued by the vendor that sold/leased the compactor and dated on or after October 1, 2016. (Required)
4. PROOF OF PRIVATE PROPERTY SITE CONTROL: If business applicant is tenant, upload signed active lease agreement. If business applicant owns the property where compactor will be installed, skip this question. (Required if private)
5. PUBLIC SPACE PERMIT: If applicant HAS ALREADY installed compactor on public space, upload the DDOT-issued permit. If applicant WILL install on public space, upload permit application submitted to DDOT (actual permit required before grant funds awarded). (Required if public space)

## **GRANT SELECTION & AWARDS**

### **Q How many grants will be awarded?**

**A** It depends on the grant amount requested by each business owner applicant. We're estimating up to 60-65 awards.

### **Q How are grant recipients selected?**

**A** Grant recipients will be selected using the selection criteria listed below, and grants will be awarded based on the order the complete application was received. Selection criteria:

1. Applicant (business owner)'s demonstrates its eligibility to receive public funds;
2. Compactor equipment and location are viable;
3. Submission of complete application including all required documents listed above;
4. The availability of grant funds at the time of application review and approval.

### **Q When will applicants be noticed whether their application was approved?**

**A** Applicants will be notified within 15 business days of application receipt.

### **Q If selected for a grant, when will a business owner receive grant funds?**

**A** Grant funds will be mailed within 15 business days after the business owner returns a signed grant agreement with the required documentation, and contingent upon availability of funds at the time of approval.

**Q What documentation is the grant recipient expected to sign?**

**A** Shortly after receiving approval, the grant recipient will need to sign and return the grant agreement and W-9 before the funds can be released. If additional documents are required, CNHED will publish an addendum on the grant web page, [www.cnhed.org/compactor](http://www.cnhed.org/compactor).

**Q After I receive grant funds, what are the next steps?**

**A** These are the key steps that will be listed in the grant agreement between business owner and CNHED.

1. Deposit funds
2. Purchase/lease compactor specified in application from vendor listed in the application\*
3. Send CNHED a picture of the installed compactor.
4. Allow post-installation site visits from CNHED
5. Provide periodic information about collection frequency and sanitation issues including rodent activity for 12 months
6. Allow DSLBD and CNHED to interview you and photograph compactor for promotion purposes
7. If requested by DC's Office of Chief Financial (OCFO), allow OCFO to audit the accounts of the grant recipient for up to 3 years after grant award