



2025-26 KLB Trash Receptacle Grant Application

DEADLINE TO APPLY: October 14, 2025

Grant Description

Grant Purpose

The purpose of the Keep Louisiana Beautiful (KLB) Trash Receptacle Grant is to reduce litter in communities throughout Louisiana by providing high-quality trash receptacles for placement in outdoor public spaces owned by the Grantee. Data collected by KLB over the last several years shows a reduction of litter by 78% in areas where trash receptacles have been properly installed, serviced and maintained. One of KLB's key initiatives is to help build infrastructure that supports clean, beautiful communities. Funding trash receptacles is one way KLB does that.

This grant is made possible with funding from the State of Louisiana and the Office of the Lieutenant Governor.

Grant Type

This is not a cash award grant. Eligible applicants may request to receive up to five high-quality trash receptacles to be installed in outdoor public spaces owned by the applying government entity. KLB has identified four styles of trash receptacles that meet the needs of most communities. There are no substitutions or requests for other receptacle styles. If awarded, KLB will order, purchase, and deliver up to five trash receptacles to the applicant's designated location.

Eligibility

- Louisiana parishes, municipalities, recreation districts and state agencies
- The application must be submitted by the deadline and be completed in its entirety

Requirements and Terms

-Receptacles must be installed on high-traffic, outdoor public property owned by the applying entity. The physical address and site placement of each receptacle must be determined and indicated when applying and will be documented in the grant agreement. Receptacles must be installed prior to May 1, 2026.

-The Grantee must obtain any necessary permits and approvals for receptacle placement at the approved locations identified in the grant agreement.

-Applying for this grant must be pre-approved by the entity's highest Authorizing Official. The Authorizing Official is the applying organization's highest-ranking member who has the authority to

approve this application including agreeing to the grant requirements and who is legally authorized to enter into a contract on behalf of the organization. A *Letter of Intent* from the Authorizing Official agreeing to acquire any necessary permits, install, maintain and service the receptacles on a regular basis must be submitted with the application.

- A Grant Agreement must be signed between the State of Louisiana and the Grantee outlining ownership, delivery, storage, installation, maintenance, servicing and reporting requirements.

- All Grantees must attend a mandatory informational webinar with KLB before a Grant Agreement will be initiated.

- Pre- and post-receptacle litter assessments must be conducted in the areas where each receptacle will be installed. If five receptacles are requested, five pre-installation and five post-installation litter assessments must be conducted. Data from the pre-installation litter assessments must be submitted with the application. Applications with incomplete pre-installation litter assessments will be disqualified. Data from the post-installation litter assessments must be submitted with the Final Report.

- Applicants must select trash receptacles from the predetermined selections on the application. No exceptions will be made. If any receptacle style becomes unavailable, KLB reserves the right to substitute it with a comparable receptacle.

- There will be no option to change the selected trash receptacle style or quantity once the application is submitted.

- The Grantee will be responsible for receipt of the trash receptacles and litter prevention signs and for safely and securely storing the receptacles and signs upon delivery until installation.

- A grant award acknowledgment letter (template provided by KLB) must be sent to the Grantee's state representatives and senator. A copy must be uploaded with the Final Report.

- A press release announcing that the Grantee received a KLB grant (template provided by KLB) must be sent to local media. A copy must be uploaded with the Final Report.

- At least two social media posts are required to be made by the Grantee: the first announcing the grant award, and the second including photographs of the trash receptacles installed. All posts should include tags and hashtags as outlined in the grant guidelines document which will be distributed in conjunction with the mandatory informational webinar. A photograph of each social media post must be submitted with the Final Report.

- A litter prevention sign, provided by KLB, must be installed by the Grantee on the visible side of each receptacle. The sign must be installed properly according to the directions provided.

- Photographs of each individual receptacle with the litter prevention sign attached installed in the approved location identified in the Agreement must be submitted with the Final Report.

- Grantees must register, organize, conduct, and submit a report for a KLB *Love the Boot Week* event scheduled for April 18-26, 2026.

- An online final grant report (Final Report) including photographs, press release, acknowledgment letters, social media posts and litter assessments must be submitted to KLB on or before May 1,

2026. The deadline for reporting is May 1, 2026.

-A minimum 15% match is a legal requirement of the grant. Information regarding the match must be uploaded into the Final Report.

-Failure to abide by all the requirements and/or submit the completed Final Report by May 1, 2026, may result in ineligibility for future KLB grants.

Matching Contributions

This grant is very competitive, and not all grant applications will be awarded. A minimum 15% match is a legal requirement for the grant. Greater consideration will be given to applicants who provide a matching contribution greater than 15% and to those who have not previously received a KLB Trash Receptacle Grant. Matching contributions can be in the form of cash, in-kind services or labor related to the set-up and servicing of the receptacles.

Matching Contribution

☐ 15% Match ☐ 25% Match ☐ 50% Match

Select the % match that will be provided if awarded this grant. The grant value is estimated at \$3,500. The actual value will vary based on specific style and quantity requested by applicant.

Match Description

Include type of match (cash, in-kind or labor). Describe services or labor, and who will execute the services or labor.

Contact Information

Name of the Entity Applying

Parish

EIN

Type

☐ State Agency/Entity

☐ Municipality

☐ Parish

☐ Recreation District

State Certified Vendor

If not already registered, go to <https://www.lagoverpvendor.doa.louisiana.gov>

Applicant Contact Name

First

Last

Applicant Contact Title

Applicant Contact Email

Applicant Contact Phone

Does applicant have approval from an authorizing official to apply for this grant and their agreement to maintain and service the receptacles?

☒ Yes ☐ No

Authorizing Official Name

Authorizing Official Title

First	Last	

The Authorizing Official is the applying organization's highest-ranking member who has the authority to approve this application including agreeing to the grant requirements and who is legally authorized to enter into a contract on behalf of the organization.

Authorizing Official Email	Authorizing Official Phone

Upload Authorizing Official Letter of Intent

The Trash Receptacle Grant letter of intent to be submitted by the authorizing official should include:

- 1.) the name and title of the authorizing official
- 2.) the grant name "2025-26 KLB Trash Receptacle Grant"
- 3.) that the authorizing official approves placement of receptacles in the public spaces designated on the application
- 4.) that the authorizing official agrees to acquire any necessary permits related to receptacle installation at their designated locations
- 5.) that the authorizing official agrees to install and provide ongoing maintenance and servicing of the receptacles.

The letter must be signed by the organization's authorizing official and submitted on organization letterhead.

Litter Assessment

Applicants may request up to five trash receptacles. Applicants must conduct a litter assessment at the proposed site **for each requested receptacle**. Applications without a litter assessment for each receptacle requested will be disqualified. Pre-litter assessments are used as a baseline to be compared with matching post-litter assessments collected in the Final Report to determine the effectiveness of the Trash Receptacle Grant program. These statistics have consistently reflected significant percent decreases in litter and help justify future trash receptacle grant funding. It is important that actual assessments are performed carefully to ensure accurate data.

Directions: Count and record the number of cigarette butts and litter pieces found within a 25-foot radius for each of the proposed trash receptacle locations. Enter the physical address, city, state, zip and location descriptor if applicable (ex.: park entrance) for each receptacle requested. Click the Add Item button below to create additional lines. If five receptacles are requested, information for five locations must be included. Enter the location type, the number of cigarette butts and number of litter pieces for each location site. This assessment should be completed on a day that has "normal litter" - not immediately after rain or other activity that would create unusual results. Applications with incomplete location addresses (those not including a cross street, a "hundred block" descriptor or exact address) will be disqualified. For multiple locations at one physical address (such as a park), indicate the physical address on each entry followed by a descriptor such as, "tennis courts" or "park entrance" for each location.

Full physical address and specific location where each receptacle will be placed.

Location Type

of cigarette butts

of litter pieces

Total

Example: Veterans Memorial Park, 100 Main Street, Pleasantville, LA 70000, Park Entrance

Total cigarette butts : 0 **Total litter (not butts): 0** **Total : 0.00**

Receptacle Selections

Select up to five receptacles in total. More than one style may be chosen. KLB reserves the right to substitute a similar, comparable model if these particular models become unavailable.

Recycled Plastic Outdoor Trash Receptacle

Select the recycled plastic trash receptacle?

☐ Yes ☒ No



Recommended Sites: Hiking/biking trails, public parks
 Material: 100% Recycled Plastic, UV-protected, rot-resistant
 Dimensions: 30" diameter x 33" height
 Weight: 79 lbs.
 Capacity: 32 gallon
 Color: Cedar Only
 Lid: Molded plastic lid
 Mounting: Hardware included, must be assembled

Metal Outdoor Courtyard Trash Receptacle

Select the metal outdoor receptacle?

☐ Yes ☒ No



Recommended sites: Main streets, downtown areas

Material: Steel

Dimensions: 28" diameter x 36" height

Capacity: 36 gallons

Weight: 93 lbs.

Color: Black Only

Lid: Flat lid

Mounting: Includes anchor kit

Rubbermaid® Ranger® Trash Can, 4-Way

Select the Rubbermaid® Ranger® Trash Can, 4-Way receptacle?

☐ Yes ☒ No



Recommended sites: Appropriate in a variety of settings

Material: HDPE (High Density Polyethylene)

Dimensions: 24.5 X 24.5 X 42"

Capacity: 45 gallons

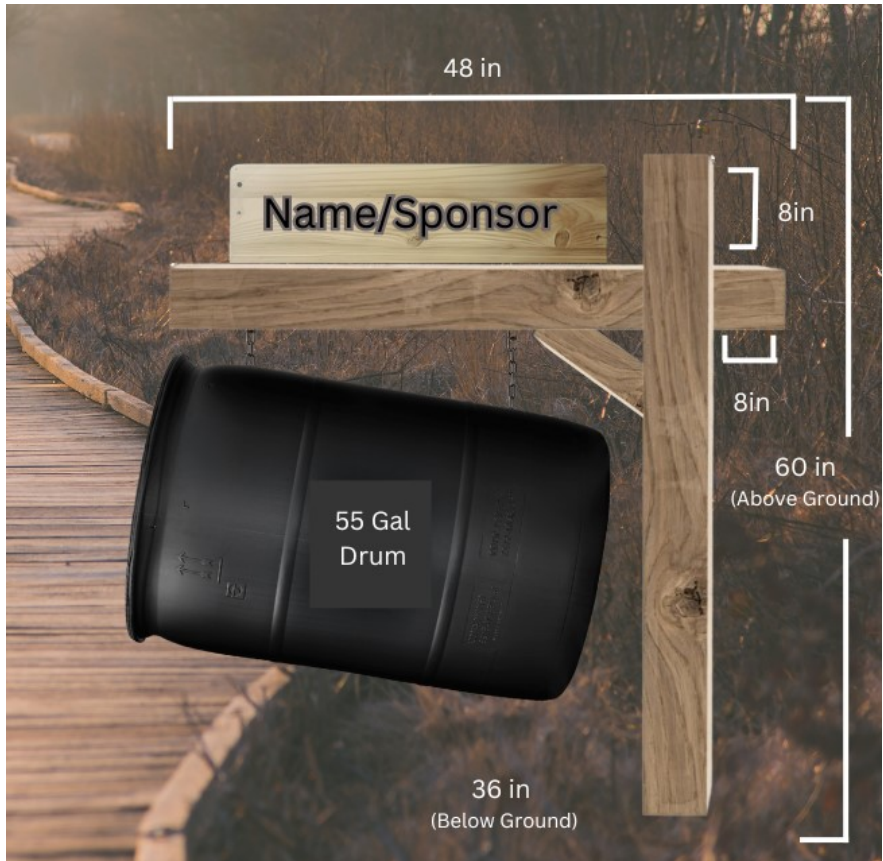
Lid: Permanently fixed, 4-way opening

Features: Permanently attached hinged top. Metal retainer band to hold liner in place.

Hanging Trash Can

Select the Hanging Trash Can receptacle?

☐ Yes ☒ No



(The wooden base pictured is for display purposes only. The base is not included in the receptacle assembly. For this grant, receptacles must be located outdoors which requires installation in a concrete base.)

Recommended sites: Roadside

Material: Treated pine wood post, heavy duty plastic drum

Capacity: 55 gallons

Features: Wooden post must be anchored in concrete. *Let Louisiana Shine* sign (provided by KLB) will be attached to the name/sponsor

plate.

Total Number of Receptacles Selected

0

Important Delivery Information

The trash receptacles will be delivered by Louisiana State Parks. The trash receptacle delivery location should allow for entry and exit of a large delivery truck.

Grantee will be responsible for accepting the delivery and moving the trash receptacles to an enclosed secured location. The delivery address is the physical location receptacles are to be shipped. PO Box addresses are not acceptable. The contact person is the actual person who will be responsible for being on-site to meet the driver and receive the delivery. Once the order is placed, the location cannot be changed. If the delivery cannot be made due to an incorrect address or no one available on-site to receive the shipment, the grant recipient will be responsible for pickup of the receptacles at the state park where it is being held.

The person receiving the delivery is responsible for certifying that the delivery was received and is correct.

Delivery address for trash receptacles.

Address Line 1

Address Line 2

City

State

Zip Code

DO NOT provide a PO Box. This is the physical location the receptacles will be delivered.

Special instructions for the delivery driver.

e.g., Offices are closed on Friday

Name of the primary delivery contact person who will be responsible for receiving the delivery of the receptacles and will be on site at the delivery location.

First

Last

Primary delivery contact cell phone

Primary delivery contact email

Secondary delivery contact name

First

Last

Secondary delivery contact cell phone**Secondary delivery contact email**

Trash Receptacle Signs

Applicant agrees to properly install a ***Let Louisiana Shine. Stop Littering*** sign on each awarded receptacle. **The signs, hardware and installation instructions will be delivered to the grant recipient at the same time the receptacles are delivered.**

Submission

I verify that I have permission and the authority to submit this grant application on behalf of the organization and that the information I provided in this application is true and accurate.

Applicant Name

First

Last

Applicant Signature

Please use your mouse or touch screen to sign manually.

Date