Quick Tips on How to Find and Apply for DEP Grants

Department of Environmental Protection Grants Center
Look for grant announcements on DEP’s website at www.dep.pa.gov.

You can start either on the Grants, Loans and Rebates page or go directly to the webpage of the program which oversees the grants in which you are interested, such as the Waste/Recycling Program to find recycling related grant programs.
Also check out the Newsroom to see recent press releases related to newly opened grant programs and awards.
DEP is currently in the process of transitioning all of our grant programs over to an all electronic system.

Be sure to check the specific grant program guidance to see if the grant program you are interested in requires submission through the e-grants system or a paper submission process.
For grant programs that have yet to be transitioned to an electronic application and are still accepting applications through a paper process, follow the steps in the program guidance document for submission.
For example, the Municipal Recycling Performance Grant application process has not yet transitioned to electronic. These applications are still submitted via the paper process.

Performance Grant Fact Sheet attached in this application for further details on the Act 149 recycling program components.

The application deadline for calendar year 2017 Performance Grants is September 28, 2018. Your application must be received by the department or post-marked by that date in order to be considered for funding. If your application is being hand-delivered, it must be received by 4 p.m. If your application is submitted after the deadline, it will not be processed and will be returned to you. Please submit your application to one of the following addresses:

If by U.S. Postal Service:

Department of Environmental Protection
Bureau of Waste Management
P.O. Box 8472
Harrisburg, PA 17105-8472

OR

If by Ground Service (UPS, RPS, etc) or hand delivered:

Department of Environmental Protection
Bureau of Waste Management
14th Floor Rachel Carson State Office Building
Grant programs that have transitioned over to the all electronic process will include detailed instructions on how to apply in their program guidance documents.

These programs will not accept paper applications through mail, faxes or e-mail submissions.
For example, the Small Business Advantage Grant Program has transitioned over to electronic submission. The guidance document related to this program will contain information on how to apply electronically.

2. **Apply** – Follow this 2-step application process:

   A. Complete the [Small Business Advantage Grant Calculator](https://www.esa.dced.state.pa.us). Follow the instruction on the first tab of the spreadsheet. If you have questions, please contact the Small Business Ombudsman Office at (717) 772-5160.

   B. Complete the Small Business Advantage Grant Application online at [www.esa.dced.state.pa.us](https://www.esa.dced.state.pa.us). Refer to the Step-by-Step Application Instructions, starting on Page 13 of this guidance document.

   For an application to be considered complete, it must contain the following items or it will be deemed deficient:

   - Completed application entered on the ESA website;
How to look for and apply for DEP grants in the new e-grants system

Go to: https://www.esa.dced.state.pa.us
If you are a first time user, you will need to register and create a new account.

You can find detailed instructions on how to create an account, search and apply by clicking on one of the Walkthroughs available on the Login page or in the specific grant program guidance document.
Once in the system, you can narrow your search results by selecting grants available from DEP.

<table>
<thead>
<tr>
<th>Select Program</th>
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<tbody>
<tr>
<td>Below is a listing of the types of organizations and projects that are most commonly funded. You may select more than one option. If no options are selected, all programs will display.</td>
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</tbody>
</table>

### Agencies
Select to limit the search results:
- [ ] PCA
- [ ] DCED
- [X] DEP
- [ ] Office of the Budget
- [ ] PEMA
- [ ] PENNDOT
- [ ] PHMC

### Clear Agencies
[Display For-Profit Program Finder]

If you are applying on behalf of a company, you may want to search the For-Profit Program Finder (click the link above).

- [ ] Authority
- [ ] College/University

### Economic Development Provider
Types of organizations include but are not limited to: Area Loan Organizations (ALO), Community Development Financial Institutions (CDFI), Economic Development Corporations (EDC), Industrial Development Authorities (IDA), Industrial Development Corporations (IDC), Local Development Districts (LDD), Redevelopment Authorities, and Regional Export Networks (REN).

- [ ] Municipality - County Government and Committees of Governments (COGs) should also check this option for eligible programs.
- [X] Other Government or Non-Profit -
  Programs that are available to Government or Non-Profit organizations not listed above. Non-Profit/Government organizations listed above may also want to check this section for additional funding sources. Private Non-Profit organizations competing in primarily For-Profit industries may also want to check the For-Profit Program Finder for potential programs after using the Non-Profit Program Finder.
For questions on how to register or complete an application in the e-grants system, contact the Customer Service Center at: 800-379-7448.

For questions technical in nature, such as what types of project qualify under a grant program, contact the specific DEP contact listed in the grant program guidance document.

For general DEP grant questions, contact the DEP Grants Center at 717-705-5400.