



Residential Curbside Recycling Cart Grant Proposal Application Form

Please complete this application using Adobe Reader. Email Rob Taylor at rtaylor@recyclingpartnership.org for assistance. For guidance and more detail about the information requested in this application, please see the Residential Curbside Recycling Cart Grant Program Request for Proposals.

COMMUNITY:

STATE:

SECTION 1: LETTERS OF SUPPORT

Highest Elected Official Name & Title:

State Recycling Office Contact & Title:

MRF Contact & Title:

Were all three letters of support submitted as separate attachments? yes no

Check here if you are submitting a separate cover letter with your application. yes no

SECTION 2: KEY CONTACTS

PROJECT DIRECTOR:

Name:

Title:

Phone Number:

Email:

Address:

City, State:

Zip code:

HIGHEST RANKING OFFICIAL:

Name:

Title:

Phone Number:

Email:

Address:

City, State:

Zip code:

MATERIAL PROCESSOR (IF APPLICABLE):

Name:

Title:

Phone Number:

Email:

Address:

City, State:

Zip code:

HAULER (IF APPLICABLE):

Name:

Title:

Phone Number:

Email:

Address:

City, State:

Zip code:

ADDITIONAL HAULER OR MRF CONTACTS (IF APPLICABLE):

Name:

Title:

Phone Number:

Email:

Address:

City, State:

Zip code:



SECTION 3: MUNICIPAL MEASUREMENT PROGRAM (MMP)

Has your community established an MMP account? yes no

MMP Account Representative Name:

Email Address:

SECTION 4: CART IMPLEMENTATION STRATEGY

SECTION 4.1: CURRENT CURBSIDE RECYCLING PROGRAM (IF APPLICABLE)

What year did your program start?

If more than one local government jurisdiction is part of this curbside recycling program, please list the individual community partners:

Number of households that receive curbside recycling service:

Recycling collection service provider:

If private hauler, please specify:

If other public entity or more than one service provider, please specify:

Landfill tipping fees (\$/ton):

Classification of program for home to participate (refer to definitions in Appendix A of RFP):

If other, please describe:

Recycling program collection style:

If other, please describe:

Type of container:

If other, please describe:

Size of current container used by residents (in gallons):

Collection frequency:

If other, please describe:

Total curbside recycling tonnage collected for the most recent 12 months:

Are other recycling programs (commercial or drop-off) included in this tonnage? yes no

Total annual pounds per household recycling collected for the most recent 12 months:

(total annual lbs./total number of households in jurisdiction)

Contamination rate as %, characterized at MRF, if available:



SECTION 4.2: CART IMPLEMENTATION STRATEGY & PLAN

Choose the following cart implementation strategy that best fits your intended plan with grant assistance (*refer to RFP for individual strategy qualifications*).

If other, please describe:

Number of households that will receive carts for recycling service as a part of this grant project:

If representing more than one local government, will each local government in jurisdiction receive carts? yes no

If you answered yes to the above question, please list the local governments that will receive carts:

Recycling service provider:

Planned curbside recycling program collection style:

If other, please specify

Size of carts proposed to be purchased:

Planned collection frequency:

If other, please specify

Additional information for Strategy 2 and Strategy 4 applicants

If seeking funding for Strategy 2, please provide information on your plans to eventually provide carts to the entire jurisdiction, including the number of years involved in the phased implementation. If seeking funding for Strategy 4, please describe the strategy for which portion of the community will be offered the opportunity to recycle with carts.

SECTION 5: EDUCATION & OUTREACH PLAN

Are you committed to partnering with The Recycling Partnership to implement a recycling education and outreach campaign built using The Partnership's templated outreach materials and best management practices? yes no

Are you committed to implementing a contamination reduction plan using Oops tags or other anti-contamination strategies to reinforce correct recycling behavior at the curb? yes no

Are you committed to using all of the following minimum campaign components?

Carts Are Coming postcard / bill stuffer Cart packet Update website



Does your community intend to budget funds for recycling education and outreach as part of the implementation of cart-based recycling? yes no

If yes, please indicate anticipated funding levels when preparing budget in Section 6 below.

Describe your planned education and outreach strategy. (250 words max)

Applicants seeking funding for Strategy 3 (Opt-out distribution of carts) must agree to cooperate with The Partnership to actively encourage participation in the recycling program with the goal of minimizing the number of households that opt-out of receiving a recycling cart. Agree Disagree

Applicants seeking funding for Strategy 5 (Opt-in distribution of carts) must agree to cooperate with The Partnership to actively encourage participation in the recycling program with the goal of maximizing the number of households that opt-in to receiving a recycling cart.” Agree Disagree

SECTION 6: BUDGET

Describe how your current recycling program (if applicable) is funded:

Describe how your recycling program will be funded once carts are distributed:

Describe how carts and other equipment related to this project will be funded (bonds, additional grants or loans, etc.):



Please list and describe external funding sources for this project (state, foundations, private company contributions, etc.)

Use the following chart to detail the project budget.

PROJECT BUDGET

Program Improvements	Describe funding sources (e.g. general fund, waste/recycling fee/etc.)	RFID Enabled Carts (one cart per hh)	Education and Outreach	Trucks or Other Capital investments	Total
Local Funding					
Other Funding					
Partnership Funding (Final grant amounts will be dependent upon final cart delivery figures.)					
Totals					

Budget Notes:

SECTION 7: TIMELINE

Please fill out the timeline below indicating projected implementation dates for the listed milestones. If a milestone is not applicable, please indicate this with "n/a." Applicants pursuing multi-phased projects (Strategy 2) should provide dates for first phase below and submit an attachment with application listing key dates for future phases.

Milestone <i>(dates do not need to be in sequence)</i>	Estimated Date <i>(dates may change with contract)</i>	Notes
Grant Contract Signed with The Partnership		
Truck RFP (if applicable)		
Cart RFP (if applicable)		
Cart Vendor Selected		
Begin Planning Outreach Campaign with The Partnership		
Public Facing Education Begins		
Community Address List Confirmed		
Contamination Minimization Plan Initiated		
First Cart Delivered		
Last Cart Delivered		
Cart-based Curbside Recycling Begins Service Begins		
Evaluate set-outs		
Measure Progress		



If you are submitting applications for a multi-phased project (Strategy 2), please check here to indicate whether you are submitting a supplemental timeline as attachment. yes no

SECTION 8: MEASUREMENT ACTIVITIES & PLANNING

Are you willing to provide monthly garbage and recycling tonnage data for at least 12 months before and after cart implementation? yes no

Describe how recycling tonnage is measured.

Are you willing to provide set-out data about your curbside recycling program before (if applicable) and after cart implementation? yes no

Describe how set-out rate is measured.

Will you be using RFID data collection technology to capture data after cart implementation? yes no
(Note: this is not required.)

Will you be able to provide contamination data before and after roll-out of carts? yes no
(This will need to be in partnership with MRF and is not always possible but recommended)

Will your community commit to submitting an annual report in the Municipal Measurement Program for at least five (5) years after cart implementation? yes no

Are you interested in working with The Partnership to conduct an optional before and after capture rate study to assess the impact of implementing recycling with carts? (Note: this is not required) yes no

SECTION 9: PROCESSING & HAULING CAPACITY

Is there a MRF nearby that has the capacity to process the recyclables that will be collected by your cart-based curbside recycling program? yes no

If a private hauler is used for collection, are they able to accommodate the collection of carts? yes no

Please add comments, if any, about hauling and processing capacity. (250 word max)



SECTION 10: GROWING MATERIAL MIX

Please check each material you plan to add or already include.

	ALREADY INCLUDED	PLAN TO ADD	COMMENTS / DESCRIPTION
#1 and 2 Plastic bottles			
Metal cans			
Newspaper			
Magazines			
Residential mixed paper (office paper, junk mail, etc.)			
Corrugated cardboard			
Paperboard boxes			
Glass bottles and jars			
#2, #4, #5 Plastic cups and tubs			
#3 - 7 Plastic containers			
Cartons (aseptic containers, gable-topped cartons)			
Empty aerosol cans			
Other metals			
Other plastics			
Other fiber			
Other materials			



SECTION 11: EXISTING PARTNERSHIPS

Please describe any existing partnerships that could contribute to the success of cart adoption. (250 words max)

SECTION 12. SUPPORTIVE BEST PRACTICES

Please describe any existing or planned supporting policies or practices that serve to advance recycling in the applicant community. (250 words max)