

2019 Anoka County Municipal Waste Abatement Grant Funding Application

Applications are due October 26, 2018

The municipality of Ramsey (Contract No. C0006724) is requesting the following funding for their 2019 Anoka County municipal waste abatement program efforts.

General Instructions

- Please review and complete each section of this grant application carefully and in its entirety. How completely you fill out this form will affect our ability to process your request and the amount of funding that is awarded.
- Note that it is assumed that everyone will receive the Base Funding allocation. **If the County does not receive a funding application from your municipality by the October 26, 2018, deadline, you will only receive Base Funding.**
- All funding is reimbursement funding. Reimbursements are processed twice per year. No funds are processed until proof of expenditures are submitted to the county semi-annually in July and January as specified in the municipal contract.
- Beginning in 2019, the contracts will not provide for a 10% change order.
- The County reserves the right to reduce the funding provided in the event the municipality does not complete the additional grant projects referenced in this application. The County also reserves the ability to reallocate unused SCORE (Select Committee On Recycling and the Environment) and LRDG (Local Recycling Development Grant) funds mid-year if any participating municipality demonstrates the need for additional funds and if funding is available.
- Any calculations based on the number of households or population of each community are established by using the latest Met Council data available when the contract documents were prepared.

Eligible Expenses

The following items are examples of eligible expenses allowed for reimbursement.

Staffing: Salary and benefits to cover a portion of full-time or part-time recycling program staff who are directly working on the planning, implementation and promotion of waste reduction, recycling and composting programs can be covered with base funding.

Collection Costs: If residents are charged recycling fees for curbside or recycling events, waste abatement funds will reimburse the difference between the fees collected and the cost of recycling or composting the materials.

Equipment: The cost to purchase, maintain and repair equipment that is used exclusively to operate the recycling or composting program.

Containers: The cost for recycling or organics containers.

Promotion: The percentage of cost for the portion of a municipal newsletter dedicated to waste reduction, recycling or composting information.

Ineligible Expenses

The following items should not be submitted for reimbursement from dedicated waste abatement funds.

General Municipal Staff: Administrative, clerical, finance and legal staff that provide general support to municipal employees at the municipality.

General Operational Costs/Building Overhead: Since most of the municipal recycling coordinators are part-time positions and staff serve multiple roles at the municipality, it is assumed that the general cost of space, office equipment and basic office supplies would need to be provided with or without the recycling program, therefore, these costs are not eligible for reimbursement.

Project Costs: Specific to transportation, energy or ground water protection.

Collection Costs: General waste and recycling costs for the collection of materials from municipal buildings, trash costs when advertised as being accepted at a recycling/cleanup day or costs associated with road side cleanup of illegally dumped materials.

2019 Base Funding Allocation

These funds should be allocated for the basic program elements including the percentage of time the recycling coordinator spends on recycling duties, regular curbside collection costs, general operations of a drop-off center, costs for spring and fall recycling days, basic promotion and yard waste collection costs.

Base Funding is \$10,000 base, plus \$5/household (household counts are based on 2017 Met Council estimates) - all municipalities are eligible for this funding.

Base Funding Allocation	Maximum Amount Available
Municipality of Ramsey	\$55,390.00

2019 Enhancement Funding Grant Application Form

The intent of awarding these grant funds is to ensure collection of more recyclables / organics to meet the counties 75% recycling / composting goal by 2030. In addition, the County recognizes that this funding is needed to support established infrastructure costs that exceed municipal base funding. To be eligible for grant funds, municipalities must apply for these funds and itemize expenditures within each section below to calculate the total grant request in each category.

Drop-off Grant

This grant is allocated to cover additional drop-off center costs or events beyond the regularly scheduled spring and fall recycling days.

The grant maximum for this section is \$10,000 for municipalities with up to 4,999 households and \$15,000 for municipalities with household counts 5,000 and over.

Examples of materials that can be collected for reuse, recycling or composting:

Standard Reusable or Recyclable Materials Collected at Drop-off Centers or Events		Additional Items
Appliances	Electronics	Block n Shape Polystyrene
Automotive Products	Fluorescent Bulbs	Film Plastics
Bicycles**	Household Batteries	Furniture*
Carpet*	Mattresses* and **	Small Household Goods**
Clothing**	Scrap Metal	Source Separated Organics
Confidential Paper		Yard Waste

* None of these materials should be advertised as being collected on a Recycling Day and then disposed of as trash

** Items that should be evaluated for reuse prior to recycling

Drop-off Grant	Maximum Amount Available
Municipality of Ramsey	\$15,000.00

Special Monthly/Quarterly Drop-off Events	
Equipment (summer event...portable restroom)	\$ 100.00
Service Providers/Collection Costs (summer event)	\$ 2,000.00
Promotional Coupon Costs	
Labor - Staff/organizations (paper shredding at summer event)	\$ 500.00
Other (food/beverages)	\$ 100.00
Additional Drop-off Center Costs	
Equipment	
Service Providers/Collection Costs	
Additional staffing requirements	
Total Drop-off Grant Requested	\$ 2,700.00

General Enhancement Grant

The grant maximum for this section is \$1/household.

General Enhancement Grant	Maximum Amount Available
Municipality of Ramsey	\$9,078.00

Park Recycling	
Recycling Containers	Price/container
Recycling Bags	\$ 1,000.00
Service Providers/Collection Costs	\$ 800.00
Labor - Staff costs needed for collection	
	<i>Park Recycling Subtotal</i> \$ 1,800.00
Event Recycling - Please list any organics costs in organics section.	
Recycling Containers	Price/container
Recycling Bags	
Service Providers/Collection Costs	
Labor - Staff costs needed for collection	
	<i>Event Recycling Subtotal</i> \$ -
Special Curbside Recycling Pickups	
Collection Costs	
Subsidy to resident -- # of items collected x _____	
	<i>Special Curbside Subtotal</i> \$ -
Multi-Family Recycling Outreach	
Equipment/Promotion	
Staff costs	
	<i>Multi-unit Enhancement Subtotal</i> \$ -
Additional Promotion Costs	
Printing (Ramsey Recycler x 2 plus summer recycling postcard)	\$ 6,000.00
Postage (Ramsey Recycler x 2 plus summer recycling event postcard)	\$ 5,000.00
Advertising	
	<i>Promotion Subtotal</i> \$ 11,000.00
	Total General Enhancement Grant Requested \$ 12,800.00

Organics Grant

The grant maximum for this section is .50/HH if additional curbside or drop-off grant programs are not offered to residents or \$1/HH if curbside or drop-off organics programs are offered to residents.

Organics Grant	Maximum Amount Available
Municipality of Ramsey	\$9,078.00

Organics Program Costs		
Equipment		
-- Organics Containers/Starter Kits	Price/container	\$ 1,500.00
-- Compostable Bags		
-- Compostable Serving Ware - cups/bowls/utensils		
-- Container rental or collection costs		
Promotional costs		
Labor - Staff/organizations # of hours		\$ 100.00
Other		
Total Organics Grant Requested		\$ 1,600.00

Additional Grant Program

Currently this additional funding is available to help support your waste abatement program and/or help you develop new programs, however, it should not be depended on for long-term sustainability. Before requesting additional grant program dollars, it is critical that your municipality is willing to support and sustain the services before implementation.

The grant maximum for this section is \$20,000 per municipality.

Do you need additional funds to assist or grow your waste abatement programs? **Yes or No**

If **No**, go to page 7.

If **Yes**, continue on with this section.

In the box below, please include the following information:

- Describe project scope and design;
- Describe how the project will benefit multiple municipalities or the county as a whole;
- Identify key stakeholders participating in project activities, including any project collaborators;
- State expected outcomes, such as, increased materials collected and projected tons of recycling generated.

Project Budget (list all project elements that require funding)	Costs
Total Additional Grant Program Requested	\$ -

Total Funding Requested

Base Funding Allocation	\$ 55,390.00
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Enhancement Funding Summary	
• Drop-off Grant Request	\$ 2,700.00
• General Enhancement Grant Request	\$ 12,800.00
• Organics Grant Request	\$ 1,600.00
• Additional Grant Program Request	
Total Enhancement Funding Requested	\$ 17,100.00

Total Funding Requested (Base + Enhancement Funding)	\$ 72,490.00
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The Municipality of Ramsey

Date _____

Name (print) _____

Signature _____

Title _____

Office Use Only

Received by _____

Date _____