

2021 Anoka County Municipal Waste Abatement Grant Funding Application

Applications are due September 30, 2020

The **City of Ramsey** is requesting the following funding for their 2021 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.**
- **If the County does not receive a completely filled out funding application from your municipality by the September 30, 2020, deadline, you will not receive funding. If there is nothing filled out in a section for how you plan to spend the funds, and you only list a dollar amount, that will be considered an incomplete section, and the application will be returned to the applicant.**
- 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.
- 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.

Collection Expenses: 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 entire cost of a publication if totally dedicated to waste reduction, recycling or composting information or a percentage of the cost for the portion of a municipal publication dedicated to waste management information.

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.

Ineligible Expenses

The following general operating expenses should NOT be submitted for reimbursement.

Standard Operational Expenses/Building Overhead: Since most of the municipal recycling coordinators are part-time positions and staff serve multiple roles at the municipality, standard operating expenses including office space rental, leasing office equipment and general office supplies, are not eligible for reimbursement.

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

Collection Costs: The costs for general waste and recycling collection at municipal buildings, trash costs when advertised as being accepted at a recycling/cleanup day, and costs associated with road side cleanup of illegally dumped materials should not be included in this application.

General Municipal Staff: Staff time related to standard municipal operations (city administrator, office administration, facilities management, finance and legal staff) are not eligible for reimbursement. If municipal staff do not assist the recycling coordinator directly on activities to help the municipality achieve its recycling goal, e.g. communications and collecting, processing or marketing recyclable materials and organics, their time will not be reimbursed.

2021 Base Funding Allocation

All municipalities are eligible for base waste abatement grant funding. When completing this application, base funding requests should fall under one of the following categories:

- regular curbside collection,
- general operations of a drop-off center,
- costs for spring and fall recycling days,
- basic promotion,
- yard waste collection and
- percentage of time the recycling coordinator spends on waste abatement activities.

Base Funding is \$10,000.00 base, plus \$5.00/household (household counts are based on 2019 Met Council estimates)

Base Funding Allocation	Maximum Amount Available
City of Ramsey	\$57,990.00

Curbside Collection	
Collection Contract	
Other	
Less estimated revenue received	
General Operations of a Drop-off Center	
Equipment	
Facility Costs (electric, rent, disposal costs, porta potty)	
Service Providers/Collection Costs	
Labor/Staffing (see above for eligible expenses)	
Other	
Less estimated revenue received	

Promotion	
Printing	
Postage	
Yard Waste/Tree Waste	
Collection Contract	
Less estimated revenue received	
Problem Materials	
Tires, oil & other	
Less estimated revenue received	
Administration (see above for eligible expenses)	
Recycling Coordinator _____ % of full-time equivalent	
Program Assistant	
Office supplies/training/mileage	
Total Drop-off Grant Requested	\$ -

2021 Enhancement Funding Allocation

The purpose of the Anoka County Municipal Waste Abatement grant funding program is to increase recycling and organics diversion and help the County achieve the State mandated goal of 75% recycling/composting by 2030. The County recognizes that this funding is needed to support established infrastructure costs that exceed municipal funding. To be eligible for grant funds, municipalities must apply for these funds. Applicants must itemize expenditures within each section below and calculate the total grant request for 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 \$10,000.00 for municipalities with up to 4,999 households and \$15,000.00 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	Block n Shape Polystyrene
Automotive Products	Film Plastics
Bicycles**	Furniture* and **
Carpet Pad	Small Household Goods*
Clothing**	Source Separated Organics
Confidential Papers	Yard Waste
Electronics	
Fluorescent Bulbs	
Household Batteries	
Mattresses* and **	
Scrap Metal	

* 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
City of Ramsey	\$15,000.00

Special Monthly/Quarterly Drop-off Events	
Equipment	
Service Providers/Collection Costs	
Promotional Coupon Costs	
Labor - Staff/organizations (see above for eligible expenses)	
Other	
Additional Drop-off Center Costs	
Equipment	
Service Providers/Collection Costs	
Additional staffing requirements	
Total Drop-off Grant Requested	\$ -

General Enhancement Grant

The grant maximum for this section is \$1.00/household.

General Enhancement Grant	Maximum Amount Available
City of Ramsey	\$9,598.00

Park Recycling	
Recycling Containers	Price/container
Recycling Bags	
Service Providers/Collection Costs	
Labor - Staff costs needed for collection (see above for eligible expenses)	
<i>Park Recycling Subtotal</i>	\$ -

Quasi-Municipal 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 (see above for eligible expenses)	
<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 (see above for eligible expenses)	
<i>Multi-unit Enhancement Subtotal</i>	\$ -
Additional Promotion Costs	
Printing	
Postage	
Advertising	
<i>Promotion Subtotal</i>	\$ -
Total General Enhancement Grant Requested	\$ -

Organics Program Grant

The grant maximum for this section is .50/household if additional curbside or drop-off grant programs are not offered to residents or \$1.00/household if curbside or drop-off organics programs are offered to residents.

Organics Program Grant	Maximum Amount Available
City of Ramsey	\$9,598.00

Organics Program Expenses	
Equipment	
-- Organics Containers/Starter Kits Price/container	
-- Compostable Bags	
-- Compostable Serving Ware - cups/bowls/utensils	
-- Container rental or collection costs	
Promotional costs	
Labor - Staff/organizations # of hours (see above for eligible expenses)	
Other	
Total Organics Grant Requested	\$ -

Supplemental Funding Request

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

Please be aware that there is a limited amount of supplemental funding available for this section. If the County receives more funding requests than funds, the funds may be reduced or denied for a municipalities supplemental funding request. Grants will be evaluated based on which projects best help the County meet the State mandated goal of 75% by 2030.

The maximum supplemental grant available may be up to \$20,000.00 per municipality.

Do you need additional funds to grow existing 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:

- Identify need for supplemental funding;
- Describe project scope and design;
- Describe how the project may benefit multiple municipalities or the County as a whole;
- Note key stakeholders participating in project activities, including project collaborators;
- Quantify and list expected outcomes, such as, new materials to be collected, projected amount to be collected, percentage increase of currently collected materials if supplemental grant funding is approved.

Attach additional information as needed.

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

Total Funding Requested

Base Funding Allocation	\$	57,990.00
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Enhancement Funding Summary		
• Drop-off Grant Request	\$	-
• General Enhancement Grant Request	\$	-
• Organics Grant Request	\$	-
• Supplemental Funding Request	\$	-
Total Enhancement Funding Requested	\$	-

Total Funding Requested (Base + Enhancement Funding)	\$	57,990.00
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City of Ramsey
 Date _____
 Name (print) _____
 Signature _____
 Title _____

Office Use Only
Received by _____
Date _____