

# Guidelines for organics drop-off funding

## Increasing access to organics recycling for all residents

### Purpose

Organics make up about 30 percent of the trash. That material can be turned into compost for healthy soils or used to create energy through anaerobic digestion. Getting organics out of the trash is our biggest opportunity to achieve recycling and zero waste to landfill goals. But most people do not participate in organics recycling. Access to needs to be improved.

Hennepin County is making funds available to cities to establish organics drop-off sites. These sites will increase access to organics recycling for residents in multifamily units not served by city programs. Drop-off sites will also provide an opportunity to participate in organics recycling if a city program is not currently available. Experience has shown that organics drop offs raise awareness of what organics recycling is, why it is important, and how to get started.

### Funding available

The county has \$100,000 available for city organics drop-offs. The intent is to fund 7 to 13 sites. The county has established a maximum award of \$15,000 per site and up to three sites per city.

### Eligible expenses

<b>Eligible expenses</b> include:	<b>Ineligible expenses</b> include, but are not limited to:
<ul style="list-style-type: none"> <li>• Hauling and disposal</li> <li>• Construction – enclosures, pads, etc.</li> <li>• Dumpsters or carts</li> <li>• Promotions</li> <li>• Educational materials</li> <li>• Other supplies and services approved by the county</li> </ul> <p>Eligible expenses cannot be reimbursed unless those expenses occur during the term of an executed service agreement between Hennepin County and the city.</p>	<ul style="list-style-type: none"> <li>• Staff time</li> <li>• Cleaning and general site maintenance</li> <li>• Educational materials provided by the county</li> </ul>



## Applications due June 27

Contact the county to receive the application.

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## Funding priorities

The county will use the following criteria to prioritize proposals:

- City does not have existing curbside organics program or drop-off options
- Site contributes to the geographic diversity of drop-off locations throughout the county
- City demonstrates readiness to move forward
- Close proximity to multi-unit buildings and plans to promote its availability
- Efforts made to minimize screening and site preparation expense

The county reserves the right to refuse funding for a project or partially fund a project.

## City requirements

The following requirements apply:

- Follow the county guidelines for acceptable organic materials
- Collaborate with the county to plan implementation and promote the site
- Encourage residents to sign up for city email notifications about the drop off program, which may include details about how to participate and updates about program changes
- Provide contact information for a city employee that manages the site
- Report basic information, including hauling data and participation estimates
- Allow all county residents to use the sites
- Maintain the site for at least 3 years

## Funding process

- Applications will be accepted through June 27.
- Proposals will be evaluated and recommendations sent to the board for approval.
- The county and city will sign a service agreement for a term of 24 months.
- The county will make two payments to the city, one upon execution of the service agreement (75%) and one upon completion of the project (25%).