

Recycling and composting grant application

Greater Minnesota (GM) Grant Program

Doc Type: Grant Application

Instructions: Read the complete *Request for Proposal (RFP)* and other associated documents before submitting this application.

Check the Minnesota Pollution Control Agency (MPCA) Environmental Assistance (EA) Grant Program webpage at <https://www.pca.state.mn.us/aboutmpca/environmental-assistance-grants> for the most recent updates on questions and answers to this solicitation.

Applications are due no later than 2:00 p.m. Central Time on Tuesday, March 9, 2021.

Submit application (as Microsoft Word and Excel documents) to: grants-loans.pca@state.mn.us with the subject line, EA application.

1. Applicant information

Applicant: <u>Stevens County</u>		
Address: <u>400 Colorado Avenue</u>		
City: <u>Morris</u>	State: <u>MN</u>	Zip code: <u>56267</u>
Mailing address (if different): _____		
City: _____	State: _____	Zip code: _____
Project contact: <u>Bill Kleindl</u>	Title: <u>Environmental Services/Planning & Zoning Director</u>	
Email: <u>billkleindl@co.stevens.mn.us</u>	Applicant's website: <u>www.co.stevens.mn.us</u>	
Phone: <u>320-208-6558</u>	Fax: <u>320-589-2036</u>	MN House District: <u>12A</u>
Grant requested: <u>\$ 250,000</u> + Total matching funds: <u>\$63,095</u> = Total project cost: <u>\$313,095</u>		

	Yes	No
1. Is applicant the sole source of matching funds for this project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If no , is supporting documentation of secured matching funds attached?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Is applicant governed by a Board?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If yes , does this submittal include necessary board resolution(s)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Has applicant ever received MPCA EA grant funding before?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. Is applicant in compliance with Minnesota's tax and environmental regulatory requirements?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If no, explain:		

Project title: Stevens County Organic Compost Collection Program

Brief project description (250 words):

The proposed Stevens County Organics Compost Recycling Collection Program would create an opportunity to recycle organics and reduce dependencies on landfilling wastes. Stevens County currently delivers 50% of MSW to the Pope/Douglas Solid Waste Management Resource Recovery Facility in Alexandria, MN through a long-standing contractual agreement. The other 50% is landfilled at the Dakota Landfill in Gwinner, ND. Our intent is to focus efforts on recycling more (including organics), so that all acceptable waste from Stevens County is able to be managed at the Resource Recovery Facility.

There is a vibrant community-based group 'Morris Model' that has identified 3 significant goals to position the City of Morris and Stevens County towards the path of energy conservation, clean energy, community resilience, cultural exchange, and celebration.

The three goals, identified in the Morris Model Strategic Plan:

1. Produce 80% of the energy consumed in the county by 2030.
2. Reduce energy consumption 30% by 2030.

3. No land-filling of waste generated within the county by 2025.

The Morris Model is a collaborative community-based organization that has broad support and buy-in across all sectors of living and working in Stevens County. We intend to utilize the support network created through this model to advance zero waste goals, including the advancement of organics recycling access to this underserved area of the state. This organics recycling initiative is critical to realizing the community's aggressive goal of ending the land-filling of solid waste generated within the county. This target was incorporated into the Morris Model Strategic Plan of 2018, of which the City Council and Mayor of Morris are signatories.

Stevens County's private hauler, Engebretson Disposal and Recycling (Engebretson), will provide collection services of organic recyclables (food and soiled paper, etc.) and deliver items to the regionally supported, Glacial Ridge Compost Facility (owned and operated by Pope/Douglas, to serve the composting needs and support for regional county partners).

Our proposal will increase recycling rates in Stevens County by adding organics recycling to large generators of food waste at institutions/commercial businesses such as: schools, healthcare facilities, restaurants and grocery/convenience stores. Since food wastes make up over 30 percent of the municipal solid waste stream, we would conclude that it will make a dramatic difference in reducing the amount of garbage going to the Pope Douglas Waste-to-Energy facility in Alexandria and the Dakota Landfill in Gwinner, ND. The removal of this heavy wet material will significantly increase the waste-to-energy efficiency at the Pope/Douglas Facility and reduce/eliminate the need for landfilling, as well as provide cost-savings for deferred maintenance and repairs of the system.

With this grant, Stevens County will join Grant, Pope and Douglas counties in a regional organics program to provide valuable insight to composting organic material on a regional basis. Surrounding counties are also exploring paths to develop organics recycling access and opportunity to recycle organics. Stevens County is committed to working on solutions as a region.

2. Project details (Provide clear and complete responses.)

2a. What is the need/purpose for this project:

Stevens County has fallen short of the State of Minnesota's mandated recycling rates. By incorporating organics recycling access, we will be able to achieve state and local recycling goals. The most recent recycling rates were 30 percent in 2017 and 2018. We are confident organics diversion will increase the recycling rate of the County. Pope/Douglas conducted a solid waste composition study in June 2019. Randomized samples were pulled from the incoming waste stream at the Pope/Douglas facility from Stevens County MSW deliveries. It was determined that 13.8% of items in the MSW are recognized as being 'compostable fiber/paper', 2.7% as being 'yard waste', 14.7% as being 'food waste', and 14.4% recognized as 'organics other'. These are rather large percentages of what is still in the garbage stream, even after traditional recycling programs. Through the Morris Model, we will engage with the University of Minnesota Morris (UMM), area high schools, health care facilities, restaurants, grocery/convenience stores, and the four Riverview Dairy's in the County.

Stevens County's long-term goal is to minimize and eventually eliminate landfilling in the future. The Morris Model's goal of zero landfilling of county waste by 2025 is a significant action to reduce environmental liabilities due to landfilling and higher generation of greenhouse gas emissions from landfills. Building an effective and successful organics recycling program is a key step in fulfilling this goal. With continued and renewed education for our current single-sort recycling program, in addition to , our long-term MSW delivery contract for waste to energy recovery at Pope/Douglas, we can achieve our shared community and county goal in the near future of sending zero waste to landfills. Strategically, we would like to establish a strong county wide collection system, so that all residents will share in the comprehensive and equitable access to recycle their organics.

2b. What assets and resources are available to implement this project, including project readiness:

Pope/Douglas is Stevens County's regional solid waste and recycling leader, and has a current and on-going commitment to organics recycling. Stevens County would like to partner with Pope/Douglas to support and expand the regional scope of this multi-county program. The County has one college, three high schools, four elementary schools, one grocery store, a hospital and nursing home, several restaurants and four, 11,000+ animal unit dairies. Engebretson is the County's only hauler and is committed to collecting and delivering the organics to the Glacial Ridge Compost Facility near Hoffman, Minnesota. Stevens County has the full cooperation and understanding of the hauler to carry out the goals and steps relating to our proposal. Engebretson indicates a potential 30 - 40 business accounts would participate with an annual tonnage of 300 tons. Through the regional partnership, Pope/Douglas employees will be a significant resource to implement the organics program. They have a successful program and are continuing to improve its operations. They have offered to help with training, education, advertising materials, establishing community organic drop sites, and recommending equipment to purchase.

The University of Minnesota Morris (UMM) currently has a small-scale organics program in place and composts materials at the campus. They also work with the Morris Area High School (MAHS) for composting their food waste. In 2019, UMM composted 62 tons and 25 tons from the high school. UMM has indicated interest in using the Glacial Ridge Compost Facility to more efficiently compost their organics that are generated on campus. UMM will be a strong partner in helping get the project off the ground due to their experience in establishing a campus wide organics program. UMM has done a substantial amount of community education through their efforts on campus and with the MAHS that will be provide valuable

experience to the County's organics program.

The Morris Model group is working with Dr. Sabine Engel at the Institute on Environment at UMM on another grant that will secure college internships to enable more 'boots on the ground' to assist with door knocking, community presentations, and student and youth-focused outreach.funding. They are applying for a grant from the Robert Wood Johnson Foundation titled "Global Ideas for US Solutions: Cities Taking Action to Address Health, Equity, and Climate Change." The grant will contain a component looking at the issue of organic waste. The City of Morris, with the support and assistance of the Morris Model, is planning to apply for a Greencorps member for the city with the primary duties defined as working on coordinating the implementation of the organics recycling program in the city and county. This position will work alongside PDSWM personnel, Stevens County Environmental Services Director, and the Morris Sustainability Project Coordinator to promote and advertise the program, as well as assist in coordinating the planning and creation of collection sites and procedures to increase the efficiency and ease-of-use for customers.

Stevens County will be developing host sites for household collection throughout the community. The County has various property options, but would strongly engage the community to develop sites where the community has buy-in and support. The City of Morris would also be willing to allow collection sites to be built on city property. We will be working with one of our project partners, Pope/Douglas, to assist in identifying effective locations.

The last resources to highlight would be community readiness. The Solid Waste Administrator, County Coordinator, and the County Board has hosted meetings with residents that are very engaged and asking for an organics recycling program to be established. There is strong community support and desire to be more conscious with the waste stream generated in Stevens County and reduce/eliminate landfilling completely.

2c. What anticipated operating and maintenance costs will be incurred by your project, and how will you address those:

Engebretson Disposal, the contracted single hauler for Stevens County, will provide a collection vehicle for the collection and transportation of the organics to the regionally-supported Glacial Ridge Compost Facility (that is owned and operated by Pope/Douglas Solid Waste Management). All labor, maintenance and insurance costs, incurred by the licensed hauler (Engebretson Disposal) to administer the collection route will be absorbed into the service commitment between Stevens County and the hauler. Based on similar hauler organics collection services, in other parts of MN, including the Pope/Douglas Solid Waste organics model, monthly fees related to hauling and transport will be \$5,416.66/month. This will include weekly collection at all community-based organics recycling drop sites and commercial curbside collection service (schools, long-term care facilities, restaurants, healthcare, and food producers. Pope/Douglas has set the tipping fee for acceptable organics at the Glacial Ridge Compost Facility at \$50.00/ton.

Stevens County is in a long-term MSW delivery contract with Pope/Douglas Solid Waste Management until 2029. The current tipping fee for MSW delivered to PDSWM is \$86.61. Over the course of the contract, there will be an anticipated increase of 3% annually. The spread in MSW and organics tipping rates (not including the tax exempt status for recycling/organics recycling) is significant and has support and buy-in from the contracted Stevens County hauler (Engebretson Disposal), the communities we serve, and the County Board to advance recycling access and address waste diversion goals, in partnership with the 'Morris Model' consortium.

Specifically describe how you will address such operating and maintenance costs for the duration of the project, and how the project will be sustained after the conclusion of the grant:

As identified in the grant budget, Stevens County has budgeted initial startup costs relating to collection of organics and transport of organics by Engebretson Disposal to the Glacial Ridge Compost Facility. Upon completion of the grant, fees relating to transportation and treatment of organics would be absorbed into Engebretson Disposal required cost through a MSW and Recycling contractual agreement with Stevens County. Engebretson Disposal would roll these costs onto its commercial and institutional businesses to cover the cost relating to organics recycling management. Not part of this grant proposal, Stevens County is exploring adding additional commercial recycling requirements as part of our solid waste ordinances – to also include organics recycling.

2d. How will progress and success of this project be measured:

The project will be successful due to firm long-standing contractual agreements and commitments by the Stevens County Board of Commissioners and Pope/Douglas Solid Waste Management. Stevens County has firm, documented support by the city of Morris, UMM (University of MN – Morris), elementary and high schools, health care facilities, grocery stores, restaurants and Riverview Dairy (a regionally significant dairy producer and large employer). Documented success will be based on conducting surveys to the community groups mentioned above to gauge current awareness surrounding organics recycling and management practices. These surveys will be conducted prior to organics implementation and upon completion of the grant to gauge community change, acceptance and adoption of organics recycling. Additionally, audits will be conducted with the assistance of projects partners and solid waste intern to document organics diversion. Stevens County will adopt auditing practices conducted by Pope/Douglas that tracks weights by volume in organics carts and inspect for any contaminants in the organics carts to assist in communicating undesirable actions (targeting single use plastics, degradable vs compostable bags, suspected PFAS containing items, etc). These audits will be conducted at least quarterly so that 'bad habits' can be corrected by organics recycling customers promptly and efficiently. The implementation of this program will lead to eventual expansion of a residential collection system.

Stevens County will be partnering with the Morris Model group to document project success and challenges on an on-going process to engage the communities.

2e. What are the potential barriers or challenges to successful implementation of this project, and how will they be addressed:

The County has one employee dedicated for solid waste administration at a 0.25 percent FTE so additional support will be needed. The County will rely on the commitments of PDSWM, the city of Morris, UMM, and Morris Model members for education and roll out of the program. Engebretson Disposal will also be instrumental in the educational and implementation processes, via the long-standing contractual agreement with the County.

Stevens County is committed to the regional structure of organics management with the other county partners (including Pope/Douglas Solid Waste Management) through the use of the regional Glacial Ridge Compost Facility. Pope/Douglas was successful in securing CAP funds during the 2020 legislative session. Some of those funds are dedicated to constructing the full build-out of the composting operation to meet the organics composting/treatment needs for the region, including Stevens County for the next 15 years (based on Pope/Douglas' projections through solid waste sorts to identify readily available organics for diversion).

This grant proposal will allow Stevens County to develop long-lasting and sustainable solutions to manage organics through targeted goals and implementation measures.

2f. How will you share the results of your project:

Organics recycling program successes, challenges, and opportunities will be shared amongst all sectors of the communities we serve throughout the county. Results will be shared in County Commissioner meetings, news media releases and be available for public review at the Environmental Services/Planning & Zoning office at the courthouse.

Stevens County would be available to present project results at statewide speaking forums, webinars and conferences (including SWAA, ARM, RAM, SWANA, MN Composting Council and MPCA targeted outlets). To assist other greater MN locations with setting up organics recycling in rural areas, we would develop a White Paper and a 'Best Practices Recycling/Organics Recycling Guide' for businesses and schools to provide a manner to communicate programmatic details for setting up successful programs that could easily be adapted by others that may be considering setting up organics recycling in other rural or greater Minnesota counties.

Stevens County will use organics customer audit data and organics scale data from organics delivered via Engebretson Disposal to the Glacial Ridge Compost Facility to create an organics recycling baseline. This organics data baseline would be compared to the MSW tons that are delivered to the Pope/Douglas Resource Recovery Facility in Alexandria – to determine a Stevens County organics recycling rate and to document to county partners, County Board, and Morris Model group, our efforts.

One of the guiding philosophies behind the Morris Model is the celebration and sharing of successes and information towards the realization of its three foundational goals, and prioritizes the wide dissemination of lessons learned and best practices to aid similar rural communities in Greater Minnesota in their own definition and pursuit of sustainability goals. The Morris Model maintains an active website and social media presence, and regularly interacts with state-wide networks such as Clean Energy Resource Teams, GreenStep Cities, and climate or clean energy-focused development groups in the University system to raise awareness of the efforts it is undertaking on the leading edge of the charge to implement resilient, sustainable processes in local governance and civic engagement within rural communities.

2g. How will this project utilize new or innovative strategies/technologies/methods/techniques:

Through the regional partnership and model to compost at the Glacial Ridge Compost Facility, Stevens County has an active role in researching cutting edge strategies to reduce organics in the MSW stream. The new Glacial Ridge Compost Facility (to be built summer of 2021), will be the state's very first organics composting facility to utilize advanced composting technologies and equipment from Engineered Compost Systems (ECS), based out of Seattle, WA. Pope/Douglas is going up and beyond the norm in the state to develop the composting facility in a manner that produces minimal amounts of contact water or leachate derived from their anticipated composting operations. With the on-going concerns of PFAS, Pope/Douglas' regional compost facility will utilize a fully covered structure and forced trench aeration systems to compost materials in a highly controlled setting with automated systems.

Stevens County also recognizes the innovative nature of utilizing the University of MN Morris and the Morris Model in creating community educational systems in a highly professional and community-connected structure.

2h. Will this project provide a benefit to underserved communities and directly serve areas of concern, those communities with higher concentrations of low-income residents and/or people of color, including tribal communities? ☒ Yes ☐ No

If yes, identify the area and describe the communities and how the project will provide a benefit to or directly serve them (e.g., added inclusion, operational changes, implementation of program(s), educational materials in different languages):

Census Area 4802 - which qualifies under the poverty qualifier.

The most populated area of the county is within the area of Stevens County that is identified as an environmental justice area and people in poverty area. We will work with the County HRA and City of Morris HRA to disperse targeted outreach to households that reside in subsidized housing. One of the community-based organics recycling drop sites will be placed within the identified environmental justice areas to enable equitable access amongst our communities. Stevens County is

home to several large farming and dairy operations, including Riverview Dairy. Riverview Dairy employs many ESL and Spanish-speaking members of the county. We will adapt educational resources to include Spanish, where needed, in order to communicate effectively to all members of the communities we serve. The Morris Model has established a working relationship with Conexiones, a local immigrant and ESL advocacy and engagement group in Morris. In partnership with this group the Morris Model team will ensure that information is disseminated in Spanish, as well as conduct educational outreach events as needed to raise awareness and increase participation in the program as it evolves.

The MPCA's criteria and interactive mapping tool are on the MPCA website at <http://mpca.maps.arcgis.com/apps/MapSeries/index.html?appid=f5bf57c8dac24404b7f8ef1717f57d00>. Applicants of relevant projects are asked to evaluate and describe how the proposed project activities benefit these areas.

3. Experience and qualifications

3a. Describe applicant's experience and qualifications related to implementing and completing proposed project:

Stevens County, in partnership with Engebretson Disposal, established a source-separated curbside recycling program in 1990. At the time, this was seen as a significant action to set up curbside recycling in rural MN. Mobile recycling trailers were placed in strategic locations throughout the county to provide access to rural residents. In 2013, the County and Engebretson Disposal implemented a single-sort curbside recycling program. All city residents received a 64 gallon recycling cart and were provided with bi-monthly pickup. Rural residents were provided the opportunity to recycle commingled recyclables with 24 hour access in roll-off containers and transfer trailers at designated locations in each county city.

Engebretson Disposal has been the sole solid waste hauler in the County since 1976. They continue to provide valued service and knowledge for improving existing programs and are supportive of establishing new programs and opportunities to recycle. The Stevens County Environmental Services/Planning & Zoning Director has been the Solid Waste Administrator since 1992. The county and waste hauler have worked cooperatively over the last several decades and have their goals set on establishing an additional opportunity to recycle – through organics recycling implementation.

3b. Will anyone outside your organization be responsible for work performed? ☒ Yes ☐ No

If yes, provide name of organization(s) and contact information, experience, and qualifications related to proposed project. Describe the role of the outside organization(s) in the project:

Implementation of our proposal will be provided by a network of community leaders who have a vested interest in the sustained success of organics recycling programs within Stevens County. They are committed to developing sustainable and flexible organics recycling access throughout Stevens County.

Key stakeholders are:

- Bill Kleindl, Environmental Services/Planning & Zoning Director (Stevens County)
- Rebecca Young, County Administrator (Stevens County)
- Blaine Hill, City Manager (City of Morris)
- Chris Watkins, Sustainability Coordinator (City of Morris)
- Troy Engebretson, Engebretson Disposal (Stevens County's Single Contracted Waste/Recycling Hauler)
- Nathan Reinbold, Environmental Coordinator (Pope/Douglas Solid Waste Management)
- Troy Goodnough, Sustainability Director (University of MN Morris)
- Mike Reese, Director of Renewable Energy Program (University of Minnesota West Central Research and Outreach Center)
- Bryan Herrmann, Director of Finance and Facilities (University of MN Morris)
- Sydney Bauer, Community Advocate
- Morris Model <https://www.morrismodel.org/>

Stevens County will be working alongside Pope/Douglas Solid Waste Management for their expertise and experience in setting up organics recycling programs and access. Pope/Douglas has a mutual vested interest in continuing Stevens County's commitment to creating recycling access – including organics recycling. Pope/Douglas recognizes and celebrates Stevens County's goals with the Morris Model to send zero waste to landfills by 2025. In order to reach this lofty goal, Stevens County is committed with its partners to double down on recycling outreach and access efforts in order to process its remaining MSW that is not able to be recycled/composted, at the Pope/Douglas Resource Recovery Facility. Pope/Douglas will be instrumental in assisting with targeted community trainings, education, advertising assistance and expertise on developing community drop sites and recommending the tools and resources to meet Stevens County's goals and long-range plans.

4. Project workplan and budget (Complete project workplan and budget templates separately)

4a. Is project workplan document attached? ☒ Yes ☐ No

(Template can be found on the MPCA website at <https://www.pca.state.mn.us/about-mpca/environmental-assistance-grants>, and should be submitted in Microsoft Word.)

If no, explain:

4b. What is the educational component of proposed project?

Stevens County and partners, will create a Stevens County-specific 'Best Practices Guide for Businesses, Faith-Based Institutions, Schools and Non-profits' that identify best practices for reducing waste, donating useable goods, setting up recycling and organics recycling programs. Stevens County will work with the Morris Model consortium, on developing interactive tracking tools and reports on recycling rates for traditional recycling and organics recycling.

Educational components will be tailored for the specific audience (household, commercial, schools, faith-based). Stevens County will adapt a color-based communications system to enable universal identification and standardization across the county. This will be achieved by identifying gray bins/signs as trash, blue bins/signs as single-sort recycling, and green bins/signs as organics recycling.

Targeted commercial/business education will include a series of public meetings, mailings, and one-on-one hands on assistance with facility staff.

4c. Is anticipated environmental outcomes table completed in the project workplan? ☒ Yes ☐ No

(Sample template can be found and completed in project workplan document.)

If no, explain:

4d. Is budget workbook attached? ☒ Yes ☐ No

(Template spreadsheet can be found on the MPCA website at <https://www.pca.state.mn.us/about-mpca/environmentalassistance-grants>, and should be submitted in Microsoft Excel.)

If no, explain:

5. Supporting and signature document

	Attached	Not applicable	Other
5a. Letter(s) of support:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:			
5b. Letter(s)/resolution(s) of matching funds:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:			
5c. Authorizing board resolution(s):	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:			

If any of the above are answered "Not applicable," provide statement of why it does not apply:

Please use the following format and specific language for your Authorizing Resolution:

Minnesota Pollution Control Agency
Fiscal Year 2021 Grant Program
Authorization Resolution

WHEREAS, Stevens County has applied for a grant from the Minnesota Pollution Control Agency (MPCA), under its FY2021 Greater MN Recycling and Composting Grant Program; and

WHEREAS, if MPCA funding is received, Stevens County
(name of your organization) is committed to implementing the proposed project as described in the grant application; and

WHEREAS, MPCA requires that Stevens County
enter into a grant agreement with the MPCA that identifies the terms and conditions of the funding award;

BE IT RESOLVED THAT the Stevens County Board of Commissioners
hereby agrees to enter into and sign a grant agreement with the MPCA to carry out the project specified therein and to comply with all of the terms, conditions, and matching provisions of the grant agreement and authorizes and directs
The Solid Waste Administrator to sign the grant agreement on its behalf.

Rebecca Young
(Print name of signing officer)

County Administrator
(Title)

Rebecca Young
(Signature of an officer with your governing body)

03/02/21
(Date your governing body agreed to this resolution)

Recycling and composting project workplan

Greater Minnesota Grant Program

Doc Type: Grant Application

Project title: Stevens County Organic Composting Program

1. Statement of project details

The proposed Stevens County Organics Compost Recycling Collection Program would create an opportunity to recycle organics and reduce dependencies on landfilling wastes. Stevens County currently delivers 50% of MSW to the Pope/Douglas Solid Waste Management Resource Recovery Facility through a long-standing contractual agreement. The other 50% is landfilled at the Dakota Landfill in Gwinner, ND. Our intent is to focus efforts on recycling more (including organics), so that all acceptable waste from Stevens County is able to be managed at the Resource Recovery Facility.

Stevens County's private hauler, Engebretson Disposal and Recycling (Engebretson), will provide collection services of organic recyclables (food and soiled paper, etc.) and deliver items to the regionally supported, Glacial Ridge Compost Facility (owned and operated by Pope/Douglas, to serve the composting needs and support for regional county partners).

Our proposal will increase recycling rates in Stevens County by adding organics recycling to large generators of food waste at institutions/commercial businesses such as: schools, healthcare facilities, restaurants and grocery/convenience stores. Since food wastes make up over 30 percent of the municipal solid waste stream, we would conclude that it will make a dramatic difference in reducing the amount of garbage going to the Pope Douglas Waste-to-Energy facility in Alexandria and the Dakota Landfill in Gwinner, ND. The removal of this heavy wet material will significantly increase the waste-to-energy efficiency at the Pope/Douglas Facility and reduce/eliminate the need for landfilling.

With this grant, Stevens County will join Grant, Pope and Douglas counties in a regional organics program to provide valuable insight to composting organic material on a regional basis. Surrounding counties are also exploring paths to develop organics recycling access and opportunity to recycle organics. Stevens County is committed to working on solutions as a region.

Goal statement, project evaluation plan, tasks, and subtasks

Goal statement: Increase opportunities and access to implement an Organics Recycling Program to divert food waste from disposal facilities and increase the recycling rate in Stevens County.

Project evaluation plan: We will collect data on the recycling tonnage of organics diverted from the waste-to-energy and landfill facilities. The dollars saved between incineration/landfilling and composting will eventually be passed onto program participants.

Task 1: Develop School Organics Program

Subtask 1a: Research recycling sorting table/station/containers/signage needs.

Subtask 1b: Purchase sorting tables/containers/labels/signs.

Timeframe: July 2021 - December 2021

Title of person(s) responsible: Solid Waste Administrator, Pope/Douglas Employee, County Intern, City of Morris Intern, Morris Model Members, Engebretson

Task 1 Total: Grant: \$15,000 Match: \$16,175 Total: \$31,175

Task 2: Develop Business, Restaurant, and Healthcare Facilities Organics Recycling

Subtask 2a: Research recycling containers and signage needs.

Subtask 2b: Purchase organic recycling containers and signage.

Timeframe: July 2021 - December 2021

Title of person(s) responsible: Solid Waste Administrator, Pope/Douglas Employee, County Intern, City of Morris Intern, Morris Model Members, Engebretson

Task 2 Total: Grant: \$14,400 Match: \$16,250 Total: \$30,650

Task 3: Education and promotion to implement organics program

Subtask 3a: Conduct commercial/residential public information meetings, one-on-one trainings, mailings, signage and county fair presence.

Timeframe: July 2021 – September 2022

Title of person(s) responsible: Solid Waste Administrator, Pope/Douglas Employee, County Intern, City of Morris Intern, Morris Model Members, Engebretson

Task 3 Total: **Grant: \$10,350** **Match: \$21,375** **Total: \$31,725**

Task 4: Enter into an agreement for collection and transportation with Engebretson Disposal and Recycling

Subtask 4a: Initiate a collection and transportation agreement with Engebretson Disposal and Recycling to haul organics to the Glacial Ridge Compost Facility.

Timeframe: July 2021 – October 2021

Title of person(s) responsible: Solid Waste Administrator, County Attorney, County Board, Engebretson

Task 4 Total: **Grant: \$130,000** **Match: \$0** **Total: \$130,000**

Task 5: Enter into an agreement for disposal of organics with Pope/Douglas Solid Waste Management

Subtask 5a: Initiate a disposal agreement to pay costs of organics delivered to the Glacial Ridge Compost Facility.

Timeframe: July 2021 – October 2021

Title of person(s) responsible: Pope/Douglas Employee, Solid Waste Administrator, County Attorney, County Board

Task 5 Total: **Grant: \$60,000** **Match: \$0** **Total: \$60,000**

Task 6: Construct Community Organic Recycling Drop Sites

Subtask 6a: Research locations to construct Organic Recycling Drop Sites.

Subtask 6b: Purchase equipment and hire contractor to construct Organic Recycling Drop Sites.

Timeframe: January 2022 – December 2022

Title of person(s) responsible: Solid Waste Administrator, Pope/Douglas Employee, County Intern, City of Morris Intern, Morris Model Members, Engebretson

Task 6 Total: **Grant: \$18,000** **Match: \$8,775** **Total: \$26,775**

Task 7: Purchase Residential Organic Recycling Supplies

Subtask 7a: Purchase residential organic collection starter kits (food scrap bucket, sticker, compostable bags) and other starter supply bags.

Timeframe: January 2022 – June 2023

Title of person(s) responsible: Solid Waste Administrator, Pope/Douglas Employee, County Intern

Task 7 Total: **Grant: \$2,250** **Match: \$0** **Total: \$2,250**

Task 6: Reporting

Will submit an Interim Report within 1 year of the execution of the grant agreement and a Final Report 1 month prior to the end of the grant agreement or at 100% completion of the project, whichever occurs first.

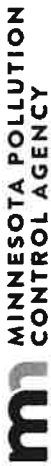
Timeframe: June 1, 2021 – May 30, 2023

Person(s) Responsible: Solid Waste Administrator, County Intern

Task 6 Total: **Grant: \$0** **Match: \$650** **Total: \$650**

2. Anticipated environmental outcomes

Description	Estimated annual quantity before project (lbs/yr)	Estimated annual solid waste quantity to be prevented/reduced (lbs/yr)	Estimated annual quantity at end of project (lbs/yr)	Estimated economic savings (total dollars)	Estimated greenhouse gas reduction	Other Estimation
Solid waste	12,800,000	600,000	12,200,000	18,600		
Recycling	5,230,000	0	5,230	0		
Organics (food waste & nonrecyclable paper)	172,000	600,000	772,000	3,600	EPA GHG Waste Reduction Model (WARM) estimates: MTCO2E-9.54 MTCE-2.60 Energy-813.66	



520 Lafayette Road North
St. Paul, MN 55155-4194

Greater Minnesota recycling and composting grant budget Environmental Assistance (EA) Grant Program

Doc Type: Grant Application
p-12-27-2e-fy20 (Revised 4/24/20)

Budget

Cost category	Cost (\$/unit)	Quantity (Qty/Unit)	I. Grant funds	II. Budgeted match cash	III. Budgeted match in-kind	IV. Total budgeted match (II + III)	V. Total budget (I + IV)
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Task 1 of 8: Develop School Organics Recycling Program

Subtask 1a: Research recycling needs for schools							
Intern salary	\$15.00	250	hr	\$3,750.00		\$3,750.00	\$3,750.00
SW Administrator	\$65.00	25	hr		\$1,625.00	\$1,625.00	\$1,625.00
Engelbreton	\$80.00	10	hr		\$800.00	\$800.00	\$800.00
PDSWM	\$65.00	35	hr		\$2,275.00	\$2,275.00	\$2,275.00
Total 1a				\$0.00	\$4,700.00	\$8,450.00	\$8,450.00
Subtask 1b: Purchase sorting tables/containers/labels/signs							
Tables, containers, labels, signs	\$3,000.00	5	package price	\$15,000.00		\$0.00	\$15,000.00
Intern salary	\$15.00	250	hr	\$3,750.00		\$3,750.00	\$3,750.00
SW Administrator	\$65.00	20	hr		\$1,300.00	\$1,300.00	\$1,300.00
Engelbreton	\$80.00	5	hr		\$400.00	\$400.00	\$400.00
PDSWM	\$65.00	35	hr		\$2,275.00	\$2,275.00	\$2,275.00
Total 1b				\$15,000.00	\$3,975.00	\$7,725.00	\$22,725.00
Task 1 - Total				\$15,000.00	\$7,500.00	\$8,675.00	\$31,175.00

Task 2 of 8: Develop Business, Restaurant and Healthcare Facilities Organics Recycling Program

Subtask 2a: Research recycling containers and signage needs							
Intern Salary	\$15.00	250	hr	\$3,750.00		\$3,750.00	\$3,750.00
SW Administrator	\$65.00	20	hr		\$1,300.00	\$1,300.00	\$1,300.00

Engebretson	\$80.00		10	hr			\$800.00	\$800.00	\$800.00
PDSWM	\$65.00		35	hr			\$2,275.00	\$2,275.00	\$2,275.00
Total 2a					\$0.00	\$3,750.00	\$4,375.00	\$8,125.00	\$8,125.00
Subtask 2b: Purchase organic recycling containers and signage									
Containers, labels, bags	\$800.00		22	package price	\$17,600.00			\$0.00	\$17,600.00
Intern Salary	\$15.00		250	hr		\$3,750.00		\$3,750.00	\$3,750.00
SW Administrator	\$65.00		20	hr			\$1,300.00	\$1,300.00	\$1,300.00
Engebretson	\$80.00		10	hr			\$800.00	\$800.00	\$800.00
PDSWM	\$65.00		35	hr			\$2,275.00	\$2,275.00	\$2,275.00
Total 2b					\$17,600.00	\$3,750.00	\$4,375.00	\$8,125.00	\$25,725.00
Task 2 - Total					\$17,600.00	\$7,500.00	\$8,750.00	\$16,250.00	\$33,850.00

Task 3 of 8: Education and Promotion to Implement Organics Programs

Subtask 3a: Conduct commercial/residential public information meetings, trainings, mailings, signage & county fair presence									
Material/Supplies	\$10,350.00				\$10,350.00			\$0.00	\$10,350.00
Intern Salary	\$15.00		1000	hr		\$15,000.00		\$15,000.00	\$15,000.00
SW Administrator	\$65.00		20	hr			\$1,300.00	\$1,300.00	\$1,300.00
Engebretson	\$80.00		35	hr			\$2,800.00	\$2,800.00	\$2,800.00
PDSWM	\$65.00		35	hr			\$2,275.00	\$2,275.00	\$2,275.00
Total 3a					\$10,350.00	\$15,000.00	\$6,375.00	\$21,375.00	\$31,725.00
Task 3 - Total					\$10,350.00	\$15,000.00	\$6,375.00	\$21,375.00	\$31,725.00

Task 4 of 8: Enter into Agreement for Collection/Transportation with Engebretson

Subtask 4a: Initiate collection/transportation agreement to haul organics to PDSWM transfer station near Hoffman, MN									
Contract Fee	\$4,333.33	month	30	months	\$130,000.00			\$0.00	\$130,000.00
Total 4a					\$130,000.00	\$0.00	\$0.00	\$0.00	\$130,000.00
Task 4 - Total					\$130,000.00	\$0.00	\$0.00	\$0.00	\$130,000.00

Task 5 of 8: Enter into Agreement for Disposal/Transportation of Organics with PDSWM

Subtask 5a: Initiate disposal/transportation agreement with PDSWM to drop-off at transfer station and haul to Tri County Organics LLC									
Contract Fee	\$1,875.00	month	30	months	\$56,250.00			\$0.00	\$56,250.00
Total 5a					\$56,250.00	\$0.00	\$0.00	\$0.00	\$56,250.00
Task 5 - Total					\$56,250.00	\$0.00	\$0.00	\$0.00	\$56,250.00

Task 6 of 8: Construct Community Organic Recycling Drop Sites

Subtask 6a: Research locations to construct organic recycling drop-sites									
Intern Salary	\$15.00		40	hr		\$600.00		\$600.00	\$600.00
SW Administrator	\$65.00		20	hr			\$1,300.00	\$1,300.00	\$1,300.00
Engelbreton	\$80.00		5	hr			\$400.00	\$400.00	\$400.00
PDSWM	\$65.00		20	hr			\$1,300.00	\$1,300.00	\$1,300.00
Total 6a					\$0.00	\$600.00	\$3,000.00	\$3,600.00	\$3,600.00
Subtask 6b: Purchase equipment and hire contractor to construct organic recycling drop-site									
Construction Cost	\$6,000.00		3	package price	\$18,000.00			\$0.00	\$18,000.00
Intern Salary	\$15.00		80	hr		\$1,200.00		\$1,200.00	\$1,200.00
SW Administrator	\$65.00		40	hr			\$2,600.00	\$2,600.00	\$2,600.00
Engelbreton	\$80.00		5	hr			\$400.00	\$400.00	\$400.00
PDSWM	\$65.00		15	hr			\$975.00	\$975.00	\$975.00
Total 6b					\$18,000.00	\$1,200.00	\$3,975.00	\$5,175.00	\$23,175.00
Task 6 - Total					\$18,000.00	\$1,800.00	\$6,975.00	\$8,775.00	\$26,775.00

Task 7 of 8: Residential Supplies and Bags

Subtask 7a: Purchase residential organic collection starter kits (food scrap bucket, sticker, compostable bags) and additional bags									
Starter Kits	\$8.00		100	kits	\$800.00			\$0.00	\$800.00
Additional Bags	\$200.00		10	starter supply	\$2,000.00			\$0.00	\$2,000.00
Total 7a					\$2,800.00	\$0.00	\$0.00	\$0.00	\$2,800.00
Task 7 - Total					\$2,800.00	\$0.00	\$0.00	\$0.00	\$2,800.00

Task 8 of 8: Reporting

Subtask 8a: Submit an interim report within 1 year of the execution of the grant agreement or at 50% completion of the project									
SW Administrator	\$65.00		3	hr			\$195.00	\$195.00	\$195.00
Total 8a					\$0.00	\$0.00	\$195.00	\$195.00	\$195.00
Subtask 8b: Submit a final report 1 month prior to the end of the grant agreement or at 100% completion of the project									
SW Administrator	\$65.00		5	hr			\$325.00	\$325.00	\$325.00
Total 8b					\$0.00	\$0.00	\$325.00	\$325.00	\$325.00
Task 8 - Total					\$0.00	\$0.00	\$520.00	\$520.00	\$520.00

Summarized budget by tasks	I.	II.	III.	IV.
	Grant funds	Match cash	Match in-kind	Total budget
Task 1 - Total	15,000	7,500	8,675	31,175
Task 2 - Total	17,600	7,500	8,750	33,850
Task 3 - Total	10,350	15,000	6,375	31,725
Task 4 - Total	130,000	0	0	130,000
Task 5 - Total	56,250	0	0	56,250
Task 6 - Total	18,000	1,800	6,975	26,775
Task 7 - Total	2,800	0	0	2,800
Task 8 - Total	0	0	520	520
Grand total	250,000	31,800	31,295	313,095

Summarized budget by tasks