

April 7, 2015

Apply Now for

## **\$10,000 in Community Waste Diversion Funding**

*Does your community have an idea to reduce, reuse or recycle more of its waste?*

The Multi-Material Stewardship Board's (MMSB) new Community Waste Diversion Fund provides funding to municipalities and Local Service Districts for initiatives that support solid waste diversion in Newfoundland and Labrador. Communities are eligible to apply for a non-repayable maximum contribution of \$10,000 per project – MMSB has a \$100,000 budget for this program for the 2015 year. The deadline for proposals is **May 26, 2015**.

Proposals will be assessed based on the following principles:

- **Potential impact on waste diversion, including reduce, reuse, recycle and/or recover** - demonstrates greatest waste diversion potential relative to the community's needs.
- **Uniqueness** – demonstrates greatest level of innovation. Communities are encouraged to explore unique initiatives that divert waste streams from the landfill.
- **Sustainability** – demonstrates potential to become a continued service or program (i.e. longer than one year) or willingness to implement research project recommendations.

We look forward to working with communities across the province and providing financial support as these exciting new projects are implemented to help divert waste from our landfills.

Examples of eligible projects and guidelines for developing a proposal are attached. If you have any questions on the Community Waste Diversion Fund, please contact me at 753-0958 or [aburke@mmsb.nl.ca](mailto:aburke@mmsb.nl.ca).

Sincerely,



Ashley Burke  
Business Development Officer, MMSB

The following are examples of eligible projects under the Community Waste Diversion Fund.

### Community Composting



Town of ABC would like to implement a community composting program for residents, providing a drop-off site for leaf and yard waste and kitchen scraps such as fruit and vegetable peels and coffee grounds. Funding is being requested to construct a small concrete pad with a push wall to turn the material and to develop onsite signage. The town's contribution includes the use of the town tractor, staff labour and promotion. The town understands that proper siting, pre-planning and ongoing management are keys to success.

### Curbside Textiles Collection



Town of ABC plans to start a spring and fall curbside collection program for clothing, bedding and footwear using coloured bags distributed by the town. ABC plans to partner with a local not-for-profit organization to receive the collected materials. Gently used items will be sold for reuse through the organization's storefront, while items unsuitable for resale will be managed by town staff or a green team for reuse by local garages as automotive rags. ABC is requesting funding to purchase coloured bags for distribution to households and student or staff labour.

### Curbside Recycling Participation



Town of ABC would like to increase participation in its curbside recycling program. They believe they have low participation rates and have determined a need for increased education on accepted materials and the environmental benefits of recycling. Funding will be used to develop promotional materials and for staff or student time to go door-to-door to educate households not participating in curbside recycling.

## Out with Plastic Bags

The Telegram > News > Regional

### The Beginning of the End of Plastic Shopping Bags on Fogo Island

Christy James  
Published on September 02, 2014

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FOGO ISLAND – The Shorefast Foundation on Fogo Island is passionate about keeping our oceans clean of pollution.



Town of ABC would like to partner with local convenience and grocery stores, and/or shopping plazas to eliminate the offering and use of plastic bags within the community. Funding will be used for the purchase of cloth bags to offer within the stores, as well as promotional materials to educate residents on the benefits of the program.

## Curbside Give Away Weekend



Town of ABC would like to offer residents an opportunity to rethink their waste and find treasures in items their neighbours no longer have use for. Residents will be asked to place items deemed suitable for reuse at the curbside during a select weekend. ABC is developing a social media page for residents to pin their items with their location. At the end of the event, residents will be asked to take in any unclaimed items for donation to a local charity or ABC may coordinate the effort to donate unclaimed items. Funding will be used for advertising.



guiding our province  
to a greener future

# Community Waste Diversion Fund GUIDE AND TERMS OF REFERENCE

*(Submission deadline May 26, 2015)*

## GENERAL

This guide contains all the information you need to enter the competition for the 2015 Community Waste Diversion Fund (herein after referred as the CWDF). Please read the information provided before preparing a proposal.

## DESCRIPTION

**Newfoundland and Labrador incorporated Municipalities and Local Service Districts (LSD's) are eligible for a non-repayable contribution covering up to 80% of the eligible costs of projects that support the implementation of the Provincial Waste Management Strategy in Newfoundland and Labrador. Funding will be to a maximum of \$10,000.00 per project.**

## GUIDING PRINCIPLES

This program contributes to a commitment made under the Provincial Solid Waste Management Strategy to maximize economic and business opportunities through partnerships with business, industry associations, post-secondary institutions and all levels of government.

As part of these partnerships, provincial government departments and agencies such as the Multi-Materials Stewardship Board (MMSB) are to initiate and support research and development of value added products from solid waste at every stage of the waste management hierarchy as follows:

1. Reduce the amount of waste created in the first place
2. Reuse materials and products rather than discard them
3. Recycle or reprocess waste into another useable form
4. Recover some useful benefit from waste
5. Dispose of waste material that has no further economic or environmental benefit

## ELIGIBLE PROJECTS

Projects that support the management of solid waste in Newfoundland and Labrador at any stage of the waste management hierarchy. Projects that involve innovation or uniqueness and demonstrated sustainability will be given priority.

## INELIGIBLE PROJECTS

Ineligible projects include but are not limited to the following:

- Projects unrelated to solid waste diversion  
Cleanups
- Projects that intend to compete with a program offered by a Regional Waste Management Authority
- Projects related to landfill management or landfill gas capture

## **INELIGIBLE PROJECT COSTS**

Ineligible project costs include but are not limited to the following:

- Hours of work performed by the proponent or by a member of the immediate family (child, stepchild, ward, spouse, parent, sister or brother) of the proponent
- Gifts and donations
- Alcoholic refreshments for any occasion
- Land
- Waste collection vehicles
- Costs incurred prior to funding approval

## **PROPOSAL MANAGEMENT**

Proposals will be assessed by a selection committee comprising representatives from Municipalities Newfoundland and Labrador, the Department of Municipal and Intergovernmental Affairs, Regional Waste Management Authorities and MMSB.

**The selection committee will rate proposals based on three overarching principles:**

- 1. Possible impact to the waste management hierarchy (reduce, reuse, recycle, recover)**
- 2. Uniqueness of the project**
- 3. Sustainability of the project (potential to become an ongoing service or program as opposed to one offered only in the year of funding).**

All proposals will be ranked in order from highest to lowest score to assess the top proponents. It is anticipated that successful proponents will be notified on or before July 10, 2015.

It is the responsibility of all proponents to clearly illustrate how the proposals relate to the objectives of the CWDF.

## **APPLICATION PROCESS**

**1. Proponents are encouraged to contact the Business Development Officer at MMSB (709-753-0958 / aburke@mmsb.nl.ca) prior to submitting a proposal.**

2. Proponents will be assessed based upon the contents of the proposal which must include the following:

- a. Proponent Overview
  - i. Community profile (location, population size, demographics, current services offered, etc.)
  - ii. Brief history of the community as it relates to waste management
  - ii. Key staff description of those that will manage/oversee the project
  - iii. Demonstrate capability to successfully undertake the project
- b. Project Description
  - i. Describe the project (the waste stream in question, how diversion from landfill or reduction of waste will be achieved)
  - ii. List of activities to be carried out
  - iii. Location of activities to be carried out
  - iv. Implementation plan and timelines by activity
  - iv. Demonstrate maximization of local economic benefit

- v. Demonstrate strategic importance of the project to the implementation of the Provincial Waste Management Strategy (impact to the waste management hierarchy)
- vi. Demonstrate uniqueness of work/innovativeness to the province
- vii. List of project deliverables

c. Project Budget

- i. Total project cost by item and activity
- ii. List of all funding partners and their contribution including the requested contribution by MMSB and the proponent's contribution (proponent's contribution can be cash or in-kind)
- iii. Status of requested funding from other organizations where applicable
- iv. A suggested budget format is shown below:

Item	Requested Contribution from MMSB	Other Funding (if Applicable)	In-Kind
Equipment (shredder)	\$10,000		
Professional Services (installation)	\$2,000		
Operator's Salary (\$20/hr*10 hrs/week * 30 weeks)			\$6,000
<b>Total</b>	<b>\$12,000</b>		<b>\$6,000</b>

4. Submit the proposal to the Business Development Officer:

Ashley Burke

Tel: 709-753-0958 ◊ Toll free: 1-800-901-MMSB

Email: [aburke@mmsb.nl.ca](mailto:aburke@mmsb.nl.ca) ◊ Fax: 709-753-0974

6 Mount Carson Avenue, 3<sup>rd</sup> Floor, Dorset Building A1N 3K4

**Proposals will be accepted until 4:30p.m NDT May 26, 2015.**

Upon receiving notification of funding, recipients must return a signed acknowledgement form to the MMSB indicating their desire to move forward with the project. Subsequently, a Contribution Agreement will be forwarded to the proponent to secure the contribution.

*All proponents that submit a proposal may not receive funding. Awarding of funds will be determined by the ranking of eligible proponents and amount of funding requested. MMSB and the selection committee reserve the right to reject any proposal.*