

## About SWANCC's *Large Waste Grant Program*

The Solid Waste Agency of Northern Cook County (SWANCC) will provide up to \$2,500 to a limited number of qualified schools (K-12) that meet or exceed its *Large Scope Waste Grant Program* Criteria and agree to the program's *Terms*. The number of grants awarded is dependent upon the total number of applications received and their projected costs.

**Goals of Large Grant:** To provide funding and guidance to assist schools with understanding their waste streams to reduce landfill; implement reduce, reuse and recycling measures; and educate teachers, staff and students about being better stewards of our environment.

To qualify to receive a SWANCC *Waste Grant*, a school must be located in a SWANCC-member community; or 50% of the student population must live in one or a combination of the following communities.

Arlington Heights	Glenview	Mount Prospect	Skokie
Barrington	Hoffman Estates	Niles	S. Barrington
Buffalo Grove	Inverness	Palatine	Wheeling
Elk Grove Village	Kenilworth	Park Ridge	Wilmette
Evanston	Lincolnwood	Prospect Heights	Winnetka
Glencoe	Morton Grove	Rolling Meadows	

## Eligible Expenditures

SWANCC's *Waste Grant* funds are to be used to start or expand programs and projects focused on reducing waste – reusing items and recycling materials. Grant funds can be used for, but are not limited to: reusable food trays, cutlery or containers; reusable beverage cups, mugs or bottles; indoor/outdoor recycling or composting bins and related equipment; dry-erase boards; SWANCC-approved educational resource materials, etc.

## Non-Eligible Expenditures

Grant funds cannot be used for maintenance or recycling service fees, for items that have on-going costs, such as office supplies, liner bags for recycling or composting containers, CFL light bulbs, etc., or for give-a-ways such as pencils, temporary tattoos and t-shirts, or field trips/performances.

Please contact Mary Allen at [mary@swancc.org](mailto:mary@swancc.org) or (847) 724-9205, extension 204, if you have any questions or need additional information at this time.

## Terms

1 Establish a “Green Team” consisting of, at minimum, a school administrator (principal or assistant principal) teacher, student, food service provider, and custodial person. The *Green Team* should meet in early November to develop a strategy to implement a waste reduction plan. The *Green Team* agrees to meet monthly, at minimum, to monitor and evaluate the progress of the waste reduction measures and activities being implemented.

2 Have SWANCC Recycling and Education Director meet with the *Green Team* and any special student group before November 17, 2017, to raise awareness about the grant, solid waste management technologies and the benefits of resource recovery.

3 The Grant Coordinator must conduct or coordinate **two waste audits of the lunchroom** (office and classrooms optional) to determine what materials can be reduced, reused or recycled. The first audit is to be conducted prior to the December 2017 Holiday break. This way, there will be data to compare and contrast the waste diverted after implementing the waste reduction plan in 2018. SWANCC staff can provide hands-on assistance for the first audit.

4 In May 2018, the Grant Coordinator must submit a report to SWANCC summarizing the accomplishments achieved during the grant cycle to include: wastes that were minimized; resources that were recovered through reuse and recycling efforts; creative extension projects; and if there were any direct cost-savings as a result of the *Waste Reduction Plan* initiatives. SWANCC will provide a form for the report.

5 Agree for SWANCC staff to return to the school during the 2018-2019 school year to monitor the status and long-term viability of the school’s previous year’s grant program successes.

### **As part of the “Waste Reduction Plan”, the *Green Team* is encouraged to:**

Establish a school-wide **REDUCE** policy, such as a two-sided copying policy/electronic newsletter or one newsletter per school family/waste-free lunches, etc.;

Establish school-wide **REUSE** activities, such as a book, costume or formal wear exchange/collection of items to donate to an organization/ “be nice use it twice box”, etc.;

Establish a comprehensive **RECYCLING** program that includes, at minimum, office paper, aluminum cans, milk/juice cartons and plastic bottles - and institute a small-scale composting bin, either indoors (vermi-composting) or outdoors.



School: \_\_\_\_\_ District: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Grant Coordinator: \_\_\_\_\_

Position: \_\_\_\_\_

Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Extension: \_\_\_\_\_

Principal: \_\_\_\_\_

Principal's Email: \_\_\_\_\_

School Phone Number: \_\_\_\_\_

School Website: \_\_\_\_\_

**I agree to SWANCC's Large Waste Grant Program's Terms**

Principal's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Email the *Large Scope Waste Reduction Grant* application to Mary Allen at [mary@swancc.org](mailto:mary@swancc.org) by **Friday, October 13, 2017**, or mail to Mary Allen, SWANCC, 77 W. Hintz Road, Suite 200, Wheeling, IL 60090.

Please address questions #1-5 and describe in detail how SWANCC's *Large Waste Grant* funds will be used to reduce waste during the 2017 school year. All applications will be reviewed by SWANCC staff and points will be allocated on the following basis. Applications that are not complete may be omitted from consideration. The maximum points a school can receive is 50, plus up to five bonus points for related projects.

## 1. Diversion (15)

- What areas at the school are you looking to reduce waste?
- List potential projects and activities to be implemented.
- What metrics will be used to calculate materials diverted from the garbage?

## 2. Process/Budget (10)

- What equipment/resources will be purchased to collect materials or reduce waste?
- What are the estimated costs for materials to be purchased?
- Address the process of implementing the initiatives

## 3. Education/Training (15)

- How will faculty, staff and students be made aware of waste reduction initiatives?
- Who will be directly involved with the day-to-day operations of the incentives?

## 4. Sustainability of initiatives (10)

- What is the longevity potential of the initiatives – beyond 2016 grant cycle?

## 5. Bonus points (up to 5)

- List environmentally-related projects linked to grant project initiatives, such as installing a rain or vegetable garden, rain barrels, native plants or natural lawn care, etc.

<b>Timeline</b>	
October 13, 2017:	<i>Large Waste Reduction Grant</i> applications due to SWANCC
Week of October 30, 2017:	SWANCC notifies recipients of grant award
By November 17, 2017:	<i>Green Team</i> to meet with Mary Allen, SWANCC's Educator
By December 15, 2017:	<i>Green Team</i> conducts first Waste Audit
By March 30, 2018:	All receipts must be submitted to SWANCC for reimbursement
By April 27, 2018:	<i>Green Team</i> conducts second Waste Audit
By May 18, 2018:	Grant Coordinator submits Report to SWANCC
June 2017:	School will receive a Certificate from SWANCC