**BizRecycling Partner – Targeted Projected Funding Application**

Current BizRecycling Partners, who are in good standing with their current workplans, are eligible to apply for additional funding to develop and implement waste reduction and recycling projects. These projects are above and beyond the scope of the standard work plan to promote BizRecycling to member businesses. The projects must meet one the following goals:

(1) foster trust and collaboration between Ramsey/Washington Recycling & Energy (R&E) and the commercial sector;

(2) facilitate waste management and environmental system changes in the commercial sector;

(3) connect businesses to BizRecycling; and

(4) implement the Counties’ master plan strategies.

Applicants may apply as a single entity or in collaboration with other BizRecycling partners on joint projects. Each Partner may apply for up to 3 projects per calendar year. Total funding for all approved projects must not exceed $15,000 per Partner per year.

Project proposals will be accepted at any time. Proposals will be reviewed by a team of staff from R&E, Ramsey County and Washington for funding approval.

Complete this application and submit to info@bizrecycling.com.

**Applicant Information**

Date of submission: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Applicant Information**

|  |  |
| --- | --- |
| Organization Name |  |
| Contact Name |  |
| Contact Title |  |
| Email Address |  |
| Phone Number |  |

**If the proposed project is in collaboration with other BizRecycling Partners list the organizations and staff contacts. If not, skip this question.**

|  |  |  |
| --- | --- | --- |
| **Organization Name** | **Staff Contact** | **Staff E-Mail** |
|  |  |  |
|  |  |  |
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**Project Description**

**Project Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**R&E Goals:** Which of the following R&E goals does the proposed project meet? Check all the apply:

\_\_\_ Foster trust and collaboration between R&E and the commercial sector

\_\_\_ Facilitate waste management and environmental system changes in the commercial sector

\_\_\_ Connect businesses to BizRecycling

\_\_\_ Implement the counties’ master plan strategies

**Project Goal:** In less than 50 words, describe the specific goal of the proposed project.

**Project Narrative:** in less than 500 words, describe the proposed project. Include information about project need, proposed solution, intended outcomes and staffing.

**Work Plan:** Outline the activities to implement the project.

|  |  |  |
| --- | --- | --- |
| **Activities**(What will you do?) | **Performance Measures**(How you will track completion/success?) | **Timeline**(When will you do it?) |
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**Key personnel:** List the key personnel to be assigned to the project. Indicate number of hours or percent time assigned to the project.

|  |  |  |
| --- | --- | --- |
| **Name** | **Explanation of Duties for Project** | **Hours or Percent Time on Grantee Project** |
|  |  |  |
|  |  |  |
|  |  |  |

**Budget:** Outline the budget and brief description for the budget items.

|  |  |  |
| --- | --- | --- |
| **Line Item** | **Description**  | **Total Proposed Amount** |
| Staff/Personnel (Number of hours by staff) |  |  |
| Design Fees  |  |  |
| Advertising  |  |  |
| Outreach Activity Expenses (i.e. supplies, room reservation fees) |  |  |
| Other Expense |  |  |
| Other Expense: |  |  |
| **Grant Request Total**  |  |  |