BIZRECYCLING®

Partners Annual Workplan

This form is due annually at the end of the year to start or renew your BizRecycling Partnership.
Email your completed form to info@BizRecycling.com and cc your BizRecycling contact:

Jon – *Jon.Klapperich@RecyclingAndEnergy.org*
Rob – *Rob.Murray@WashingtonCountyMN.gov*

Contact Information

Date _____

Organization Name _____

Contact Name _____

Contact Title _____

Mailing Address _____

Phone Number _____

Email _____

Demographic Information

Business sectors most involved in your chamber/community

(select all that apply)

- ☐ Food & Beverage
- ☐ Manufacturing
- ☐ Office / Professional Services
- ☐ Multi-Unit / Apartment Building
- ☐ Warehouse
- ☐ Nonprofit
- ☐ School
- ☐ Clinic / Healthcare Facility
- ☐ Other: _____

Total number of member businesses _____

Estimated number of all businesses in your area _____

Demographic Information (cont.)

Sectors you want to focus on this year
specific & justified with numbers.

Number of site visits and grants you expect to provide leads for this calendar year

Site Visits _____ **Grants** _____

BizRecycling Programs You Are Best Equipped to Promote
(select all that apply)

- ❑ **Waste Reduction & Innovation Grant – Up to $50,000** Help businesses, schools, and nonprofits reduce waste through reuse, technology, or production redesign.
- ❑ **Pollution Prevention Grant – Up to $50,000** Help businesses reduce harmful chemicals and transition to safer alternatives.
- ❑ **Food Recovery Grant – Up to $20,000** Support food businesses, food shelves, farmers markets, and colleges in recovering surplus edible food.
- ❑ **Recycling Grant (Apartments) – Up to $20,000** Improve recycling, food waste and mattress collection at eligible apartment buildings.
- ❑ **Recycling Grant (Businesses) – Up to $10,000** Improve recycling and food waste collection at eligible businesses, nonprofits, schools, and food shelves.
- ❑ **Bin-Only Grant – Up to $2,500** Provide bins and equipment to small businesses starting or improving recycling/organics collection.
- ❑ **Building Material Reuse Program – Up to $15,000** Support the reuse of building materials via deconstruction, salvage, and installation projects.
- ❑ **Food Scraps Pickup Program – Free Participation** Enable residents to recycle food scraps, diverting waste from landfills and supporting compost production.

Do you work with other Chambers of Commerce or BizRecycling Partners? If so, who?

Partner Activity Categories & Compensation

Communications/Promotion – $5,000 total (required, must complete all activities)

- Complete two meetings with BizRecycling Partner contact (one technical assistance provider, one in-person training)
- Website Banner Ad
- Social Media Engagement (≥12 posts/reposts)
- Showcase recycling best practices link
- Host a BizRecycling visit with a technical assistance provider
- Include BizRecycling info in newsletters & membership communications
- Include BizRecycling rack card & digital assets in new member packets
- Demonstrate knowledge & elevator pitch
- General networking/outreach

Subtotal for Communications/Promotion: $5,000

Outreach/Engagement – Up to $10,000 total

must complete at least $5,000 worth of activities to be eligible for Results-Based Incentives

Outreach/Engagement Activity	Value per Activity	Partner Election (# of Activities)	TOTAL COMPENSATION	Notes/Detail - Provide a sentence or two about your proposed activities and how they will be carried out.
Complete four total meetings with Partner contact (one includes technical assistance provider, one is in-person)	Required Activity			
Submit list of events for Partner Events Calendar	Required Activity			
Host BizRecycling focused lunch & learns, workshops, or webinars to highlight BizRecycling (max 4/yr)	$1,500		$ 0	
Provide a Green Business Award (winner must have received a BizRecycling site visit)	$1,000		$ 0	
Host R&E tour with members	$1,500		$ 0	
Host other waste industry tours (max 4/year)	$1,000		$ 0	
Promote Food Scraps Pickup Program via a trial kit display.	$1,000		$ 0	
Place BizRecycling ads in print mailers (max 6/yr)	$750		$ 0	
Conduct targeted outreach via phone, email, or in-person (must be documented in your referral tracker)	$25		$ 0	
TOTAL (not to exceed $10,000)			$ 0	

Subtotal for Outreach/Engagement $ _____

Capacity Building Projects – Up to $5,000

Develop a waste reduction or recycling project that your organization is uniquely qualified to execute.

These tailored projects are proposed by BizRecycling Partners and approved by BizRecycling staff. Preferred projects include those that increase business organics recycling implementation by easing the purchase of compostable products, building waste hauler route density, or increasing participation in the Food Scraps Pickup Program or assisting on other areas of the county's Solid Waste Plans as directed by staff. Provide detailed project narrative below:

Subtotal for Capacity Building Projects $ _____

Results-Based Incentives – Informational Only

These incentives are tracked throughout the year and awarded at the end of the year based on the number of site visits, grants, and member social media posts confirmed. Total incentive payouts are capped at $10,000. Partners should track incentives internally on their referral and incentives tracker. Incentive payouts will be confirmed by BizRecycling Technical Assistants.

- Site Visits – $200 per BizRecycling site visit
- Grant Awarded – $300 per BizRecycling grant
- Organics Bonus - $300 per BizRecycling grant that includes a new organics recycling service.
- Members post on social media about BizRecycling - $200/unique post up to $2,000

Partner Grand Total $ 5,000

$5,000 is paid up-front following completion of Partner contract. The remaining Partner funding is paid in quarterly intervals as Partners verify the completion of activities and incentives.