



Environmental Assistance Grant Round: Open Categories State Fiscal Year 2016-17

Request for Grant Application (RFGA)

The RFGA assists applicants in applying for and managing state grants. This document describes the State Fiscal Year 2016-17 (FY16-17) **Environmental Assistance Grant for Open Categories** grant round, including information on who may apply for funding, the funding priorities, match requirements, activities eligible for funding, and other information that will help applicants plan their project and submit a competitive application. **Applications are due no later than 2:00 p.m. Central Time on Wednesday, April 13, 2016.**

The applicant should check the MPCA EA Grants Program webpage at <https://www.pca.state.mn.us/about-mPCA/environmental-assistance-grants> for the most recent updates on competitive grant rounds, including questions and answers, and addendums.

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Attachment A: Sample grant agreement: <https://www.pca.state.mn.us/sites/default/files/p-f2-27g.pdf>

Forms:

- Grant application form: <https://www.pca.state.mn.us/sites/default/files/p-f2-27c.doc>
- Budget and expenditures report: <https://www.pca.state.mn.us/sites/default/files/p-f2-27h.xls>

1. Program overview

The Environmental Assistance (EA) Grant Program was established under Minn. Stat. § 115A.0716 and is administered by the Minnesota Pollution Control Agency (MPCA) under Minn. R. 9210.0800 to 9210.0845. The purpose of the EA Grant Program is to provide financial assistance for researching, developing, or implementing projects and practices related to all aspects of waste management and prevention, including hazardous substances, toxic pollutants, and problem materials. Additionally, market development and education grants are also allowed under the Laws governing these grants. The MPCA seeks to encourage environmentally-sustainable practices and approaches to pollution prevention and resource conservation.

The MPCA invites eligible applicants to submit applications in the following FY16-17 open categories (refer to Exhibit B for greater detail):

- Category 1. Communities Adapting to Climate Change and Extreme Weather
- Category 2. City Sustainability Planning
- Category 3. Green Chemistry and Engineering Principles in Curricula
- Category 4. Reduce/Reuse/Repair
- Category 5. Choosing Safer Products
- Category 6. Source Separated Organics Composting Access and Training
- Category 7. Electric Vehicle Charging in Minnesota
- Category 8. Recycling Market Development

2. Funding

The MPCA has approximately \$1 million available for grant awards. Funding for FY16-17 EA Grant Round comes from the Environmental Fund and other sources as appropriated by the state legislature for programs administered by the MPCA. The EA Grant Round is a competitive application process. The MPCA will select for award those projects that best meet the environmental outcomes outlined in this RFGA within funding limitations.

The maximum grant award(s) is defined within each category and their preferred projects, respectively.

Match requirements

Matching funds requirement is typically a 25% match (for every three grant dollars requested, applicant must provide one dollar match); however, match requirements can vary and are specified within each preferred project.

In most cases, the applicant must provide a funding percentage match of the total project cost. The match may be in the form of in-kind services or cash. A reasonable dollar-value must be assigned to all in-kind matches. In all cases, the match may not be services or funds derived from other grant sources administered by the MPCA.

Payment schedule

The MPCA shall reimburse the Grantee for only those expenditures incurred during the term of this grant agreement or at the time of the MPCA approval of the final project report, whichever occurs first. No funds shall be disbursed by the MPCA in the absence of adequate documentation as determined by the MPCA. Grant funds shall be disbursed in accordance with the grant agreement (see sample grant agreement Attachment A).

3. Eligible and ineligible applicants

Eligible applicants

For the FY16-17 EA Open Categories Grant Round, eligible applicants include Minnesota residents, organizations, businesses, institutions, and political subdivisions of the state (Minn. R. 9210.0810, subp. 2.B). Eligibility may be further defined within each preferred project. Multi-organizational collaboration is encouraged.

Ineligible applicants

- Per Minn. R. 9210.0805, subp. 9, the definition of eligible persons specifically excludes the Minnesota Pollution Control Agency, state employees or any subdivision/agent thereof.
- Applicants debarred by state, its departments, commissions, agencies, or political subdivisions.

4. Eligible and ineligible projects

Eligible projects

Eligible projects are those that address the need identified for the specified category and its corresponding preferred projects. Applications that reflect a preferred project will receive priority consideration during the application evaluation process. Applicants must select the most appropriate category for their proposed project. Applicants may submit multiple applications to multiple categories; however, submittal of the same proposed project to multiple categories may result in rejection of all such submittals from that applicant.

Ineligible projects

Unless specified otherwise per category and/or preferred project:

- Projects seeking funding for general operating expenses.
- Projects for environmental compliance remediation.
- Projects limited to individual benefit, a non-innovative local benefit or do not have a broad community impact.
- Projects that do not meet the eligibility specifications identified in this RFGA for the FY16-17 EA Open Categories Grant Round.

5. Eligible and ineligible costs

Eligible costs

Eligible grant costs are limited to the costs of researching, developing, or implementing environmental assistance projects or practices in Minnesota. Unless specified as ineligible, a determination of eligible costs will be dependent on project type.

Ineligible costs (unless specified otherwise per category and/or preferred project)

Ineligible costs do not count toward the required matching funds percentage unless stated otherwise.

- The cost of preparing the grant application.
- The cost of activities initiated and costs incurred prior to execution of a Grant Agreement.
- The cost of general operating support such as routine overhead expenses not related to the proposed Project.
- The cost of environmental compliance remediation.
- The purchase of real property (land, real estate, and buildings), easements, and/or vehicles. However, if not incurred prior to execution of a Grant Agreement, such costs may count toward the required percentage match.
- The cost of equipment, except as determined on a case-by-case basis. However, if not incurred prior to execution of a Grant Agreement, such costs may count toward the required percentage match.
- The cost of obtaining any required permits from the MPCA. However, if not incurred prior to execution of a Grant Agreement, such costs may count toward the required percentage match.
- The cost of any of the following: fundraising; lobbying, lobbyists, and political contributions; entertainment, gifts; and bad debt, late payment fees and finance charges.

6. Application review process

Notification

The MPCA anticipates notifying applicants of award status within 90 days of closing of the application period.

Grant award offer

Grant award offers will be made based on MPCA's review of the applications for eligibility, identified preferences and relevant outcomes per category/preferred project, and availability of funding. Award offers will be contingent on the applicant's attainment of an MPCA approved project workplan and budget and completion of the execution of a grant agreement within 60 calendar days of an award offer having been made. If a grant agreement is not completed within that timeframe, the MPCA reserves the right to withdraw the award offer.

Prior to execution of a grant agreement, the applicant will be required to provide their tax identification information (federal and state), documentation of secured matching funds, be a registered vendor in the State of Minnesota's electronic procurement system (SWIFT) and, if governed by a Board, a resolution committing to the project and authorizing signature for acceptance/execution of the grant agreement.

In addition to its authority to offer reduced grant awards, the MPCA reserves the right to refrain from awarding any grants in the event that no program funding is made available. If the MPCA concludes that no project in any particular category has sufficient potential to implement the desired environmental outcome in Minnesota, the MPCA shall not award any grants within that category, and may then reinstate the process for awarding grants.

The Grant Agreement addresses the terms and conditions of the grant award, including project budget period and implementation, disbursement of grant funds, and reporting requirements. The approved project work plan and budget will be incorporated into and made part of the grant agreement.

Execution of grant agreement

The estimated start date of the project is approximately 60 calendar days from the date of an award offer, or the date the state obtains all required signatures under Minn. Stat. § 116.03, subd.2, whichever is later. The end date of the grant agreement will be no later than June 30, 2019. No grant disbursements will occur prior to MPCA execution of the necessary grant agreement.

7. Grantee responsibilities

Grant Agreement

Each awardee must formally enter into a grant agreement. The agreement will address the conditions of the award, including project budget period and implementation, disbursement of grant funds, and reporting requirements of the project. The approved project workplan and budget will be incorporated into and made part of the grant agreement. Once the agreement is executed, the recipient is expected to read and comply with all conditions of the agreement.

A sample State of Minnesota Grant Agreement is attached (Attachment A) for your reference. Much of the language reflected in the agreement is required by statute.

Reporting requirements

Reporting requirements are outlined in the sample grant agreement (Attachment A) and will be in accordance with applicant's approved workplan and budget.

Public data

Applications are private or nonpublic until opened. Once the applications are opened, the name and address of the applicant and the amount requested is public. All other data in an application is private or nonpublic data until completion of the evaluation process. After MPCA has completed the evaluation process, all remaining data in the applications is public with the exception of trade secret data as defined and classified in Minn. Stat. § 13.37. A statement by a grantee that the application is copyrighted or otherwise protected does not prevent public access to the application (Minn. Stat. § 13.599, subd. 3).

Conflict of interest

Minnesota state agencies must work to deliberately avoid actual, potential and perceived conflicts of interest at the individual and organizational levels. Please refer to the State of Minnesota, Office of Grants Management for information on any potential, actual, or perceived conflicts of interest:

http://www.mn.gov/admin/images/grants_policy_08-01.pdf.

8. Application instructions

During the application process, applicants must follow the identified submittal formats and meet the specified deadlines. Applicants must select the most appropriate category for their project and use the application form provided. Applicants may submit multiple applications to multiple categories; however, submittal of the same proposed project to multiple categories may result in rejection of all such submittals from that applicant.

An electronic application (in Microsoft Word format and in Microsoft Excel for the budget) can be found on the MPCA EA Grants Program webpage at <https://www.pca.state.mn.us/about-mpca/environmental-assistance-grants> under “EA Open Grant Application Form” and “EA Budget and Expenditures Report Form” for this RFGA. All submittals should be prepared using Microsoft Word software. Instructions for completion of the EA Open Grant Application are provided as part of the application form.

In completing the application, please ensure that all applicable items are addressed. Please be attentive to any specific information that is requested per category, and preferred project, and be sure to include additional requested information in the application even if it is not specifically identified on the application form. There is no page limit restricting the amount of information you may wish to provide. However, unless requested to submit actual supporting documentation, the preference is that it be noted such documentation is available by request.

9. Application submission instructions

Applications must be received electronically by the MPCA no later than **2:00 p.m. Central Time on Wednesday, April 13, 2016**. The email properties header will reflect the date and time submissions are received. Application submissions received after the deadline will not be considered eligible.

Email applications to grants-loans.pca@state.mn.us with the subject line: “EA Open Submittal”. The MPCA is not responsible for any errors or delays caused by technology-related issues, even if they are caused by the MPCA.

Application submittal should contain the following:

- EA Open Grant Application Form: <https://www.pca.state.mn.us/sites/default/files/p-f2-27c.doc>
- EA Budget and Expenditures Report Form: <https://www.pca.state.mn.us/sites/default/files/p-f2-27h.xls>

Optional: Internal Financial Statement or IRS Form 990 or Certified Financial Audit (applicable only to non-governmental organizations requesting funding over \$25,000.)

Applications submitted via any other method, including but not limited to fax, mail, in-person deliveries, will not be accepted. The only documents accepted as faxes, scans, or in portable document file (PDF) format are supporting and signature documents, such as board resolutions, letters of support, and letters of secured matching funds.

10. Application questions

We are obligated to be transparent in all aspects of our grant work. To meet our obligation, all questions must be submitted in the same manner, and answers are only provided via the MPCA website. It is the applicant's responsibility to check the MPCA website for the most recent updates on a competitive grant, including questions and answers, and addendums.

Applicants who have any questions regarding this RFGA must email questions to grants-loans.pca@state.mn.us, subject line: "EA Open Question", no later than **4:00 p.m. Central Time on Wednesday, April 6, 2016**.

All questions and answers will be posted by **4:00 p.m. Central Time on Friday, April 8, 2016**.

MPCA personnel are not authorized to discuss this RFGA with applicants. Contact regarding this RFGA with any MPCA personnel may result in disqualification.



Exhibit A: Application Evaluation Score Sheet

Evaluation Factors [Scored based on percentages as indicated.]

A 100-point scale will be used to evaluate eligible applications. Scores will be used to develop final recommendations. Applicants are encouraged to score their own application using the evaluation score-sheet before submitting their application. This step is not required, but may help ensure applications address the criteria evaluators will use to score applications.

Applications will be evaluated and ranked according to the following criteria:

1. Preferred project and its environmental need	25%
2. Project Impact/Outcomes <ul style="list-style-type: none"> · proposed environmental outcomes · applicability/dissemination of results to other persons or organizations in Minnesota 	30%
3. Use of innovative technologies, methods, or techniques	5%
4. Project Feasibility <ul style="list-style-type: none"> · financially realistic/cost effective · qualifications and, if applicable, past performance, of the applicant and/or individuals who will perform the work described in the application · probability of project success 	40%
Total	100%



Exhibit B: Open Categories and Preferred Projects

Category 1: Communities Adapting to Climate Change and Extreme Weather

Overview: MPCA seeks to assist communities to plan for climate change impacts and improve extreme weather resilience while achieving environmental outcomes. Adopted policies and implemented projects will serve as examples for other communities and accelerate the adoption of resilience practices throughout the state.

Preferred projects

1.1 Planning, policy, and program development for increased climate resilience

- a. Assess vulnerabilities to the changing climate, engage community stakeholders and conduct adaptation planning.
- b. Incorporate cool/green roofs, cool pavements and site vegetative cover in building policies for publicly-owned facilities, financial incentives for private development, and/or model sustainable development policies.
- c. Review local government policies/ordinances/regulations for opportunities to better address climate adaptation and resilience.
- d. Identify and pursue opportunities to coordinate efforts and share services between local government departments (e.g., public works, emergency management, fire, planning/development, parks, etc.), or between local government entities, to increase resilience to extreme weather.

Eligible applicants: Minnesota residents, organizations, businesses, institutions, political subdivisions of the State, and tribal governments

Maximum grant amount: \$30,000

Matching funds requirement: 25%

1.2 Implementation of climate adaptation/resilience practices for extreme weather or urban heat island impacts

- a. Harden existing publicly-owned facilities or infrastructure (e.g., water supply, wastewater treatment) against the potential for flood/water damage from extreme precipitation events by waterproofing/relocating/elevating equipment, controls and utility connections.
- b. Improve air and water quality, manage stormwater and mitigate the urban heat island effect by implementing urban and community forestry best practices.
- c. Research alternative materials/methods and use pilot demonstrations to address local issues with pavements caused by increasing frequency of these climate-related hazards (e.g., freeze/thaw cycles, ice storms, extreme precipitation events, excessive heat and extended heat waves).

Eligible applicants: Minnesota residents, organizations, businesses, institutions, political subdivisions of the State, and tribal governments.

Maximum grant amount: \$30,000

Matching funds requirement: 25%

1.3 Outreach and education for climate adaptation and community resilience

- a. Provide education and outreach to individuals and communities on adapting to the changing climate and preparing for extreme weather.
- b. Build community resilience by implementing a free community sharing service (e.g., seed library, cooking/canning space, swap center, etc.) in an under-resourced/disadvantaged community.

Eligible applicants: Minnesota residents, organizations, businesses, institutions, political subdivisions of the State, and tribal governments.

Maximum grant amount: \$30,000

Matching funds requirement: 25%

1.4 Climate, energy and community exhibit and community programming

- a. In collaboration with MPCA and its partners: plan, prepare, develop and implement a community environmental education program around the climate change and adaptation exhibit, messages, and materials used at the Eco Experience at the Minnesota State Fair, which are collectively titled *Climate, Energy, and Community: What We Can Do*. Exhibit pieces provide interactive opportunities to explore home energy use and Minnesota's changing climate. Photos of the exhibit are located at: <https://www.flickr.com/photos/mpcaphotos/sets/72157648308159683>. Additional specs and details are available upon request. Special consideration will be given to proposals designed to engage citizens of Greater Minnesota.

Eligible applicants: Minnesota Environmental Learning Centers (ELCs), nonprofit organizations, and local government units

Maximum grant amount: \$5,000

Matching funds requirement: 25%

Additional information: In the application, applicants should clearly describe:

- Facility in which exhibit will be displayed, including at least one photo (400 square foot minimum needed).
- Anticipated audience.
- Programming and marketing planned around the exhibit, such as special events.
- Dates exhibit will be on display (3 months minimum, between September 15, 2016 and June 15, 2017).

Category 2: City Sustainability Planning

Overview: Every ten years or so cities have an opportunity to embed energy, water and other sustainability goals into their top city policy document, the comprehensive plan. In the seven-county metro area, every city will be working on their plan during 2016-2018. These plans are developed with extensive citizen participation, but across Minnesota, they typically lack goals and implementation strategies addressing energy and climate change. The type of action needed in cities to meaningfully address energy and climate – ordinances and programs – must have a tie back to the comprehensive plan.

Preferred projects

2.1 Sustainability planning

Funding of projects under this priority will allow city staff and others as appropriate (consultants, citizen commissions and task forces) to incorporate into the city comprehensive planning process and plan sustainability goals and implementation strategies addressing (but not limited to) land use, buildings, transportation, storm water, energy and water use.

A guide to this priority's focus is the Twin Cities Metropolitan Council's Local Planning Handbook - Resilience Plan Element at <http://www.metrocouncil.org/Handbook>, where options are presented in the "Get More Out of Your Plan" sections under Infrastructure & Environment, Energy Infrastructure, Healthy Communities, and

Economy and Society. In addition to the Resilience Plan Element, preferred projects should consider the “Get More Out of Your Plan” options presented in the other seven Handbook Plan Elements that will improve sustainability and resiliency in a city.

Eligible applicants: Minnesota cities

Maximum grant amount: \$15,000

Matching funds requirement: 25%

Category 3: Green Chemistry and Engineering Principles in Curricula

Overview: Leaders across Minnesota government, academia, and business are pursuing reformulation of existing products and design of new products using the principles of green chemistry and green engineering. One strategy used in this pursuit is to raise awareness of green chemistry and engineering principles among the product designers of the future - today's secondary and post-secondary students - of the toxicological and life-cycle impacts of chemical component choices on humans and the environment.

Preferred projects

3.1 Green chemistry curricula

Green Chemistry curriculum development and implementation at secondary and post-secondary educational institutions. Projects must show the development of new syllabi, lesson plans, and/or lab experiments; number of enrolled students reached; pre/post-testing to measure green chemistry awareness; or achievement of waste reduction as a result of new lab experiments developed.

Eligible applicants: Minnesota secondary and post-secondary educational institutions

Maximum grant amount: \$15,000

Matching funds requirement: 0%

Additional information: Projects must support the integration of green chemistry and/or engineering principles into curricula at secondary and post-secondary institutions in Minnesota, and 2) strengthen the Minnesota and national green chemistry and engineering teaching network through dissemination of the new curricula. The principles may be integrated into a wide variety of business, health, environmental studies, or other fields, not only chemistry and engineering.

Examples of past integration projects can be found at <https://www.pca.state.mn.us/quick-links/green-chemistry-and-design-college-curriculum-grant-projects> and resources for secondary school curriculum development can be found at <http://www.beyondbenign.org/K12education/highschool.html>.

Category 4: Reduce/Reuse/Repair

Overview: Source reduction (reducing or eliminating use of products or materials) and reusing and repairing products significantly reduce the need for new materials to be extracted, processed, designed, manufactured, transported, used and disposed. By reducing these needs valuable natural resources are saved and pollution is reduced. The objectives of this focus area are to decrease the amount of materials we consume, increase the number of people that use repair services and reuse items in place of new, and to create new opportunities for materials to be donated and reused in Minnesota. Recycling projects are not eligible. (Reuse means using an item in its original form and is distinct from recycling, which reprocesses a material to be manufactured into a new item).

Preferred projects

4.1 Commercial food waste reduction

Education along with distribution of food waste prevention technology (provides feedback on amount of food wasted with tips on how to avoid that food waste) that allows commercial or institutional food preparation and distribution facilities to easily measure food wasted, implement improvements and document food prevented.

Eligible applicants: Local units of government Units, businesses, haulers, non-profits, food rescue organizations, schools, institutions, faith organizations, hospitals/clinics

Maximum grant amount: \$75,000

Matching funds requirement: 25%

Additional information: Eligibility of certain costs (e.g., scales, software, incentives, etc.) will be determined on a case-by-case basis.

4.2 Textile collection

- a. Develop a campaign to reduce waste by capturing textiles for reuse (textiles are clothing as well as sheets and towels).
- b. Develop an effective community or curbside textile collection system or pilot several systems to see which is most successful and efficient.

Eligible applicants: Local Government Units, businesses, haulers, non-profits, schools, institutions, faith organizations, hospitals/clinics

Maximum grant amount: \$75,000

Matching funds requirement: 25%

Additional information: Eligibility of certain costs (e.g., incentives) will be determined on a case-by-case basis.

4.3 Increase reuse, use of reusable items, and sharing

- a. Development of community exchanges for household items e.g. clothing swaps, organized furniture swaps, tool and toy libraries.
- b. Transitions to reusable dishware in cafeterias for schools, hospitals, faith based organizations or other institutions (utensils as well as glasses, bowls, cups, etc.).
- c. Establish and promote community repair clinics OR programs promoting second-hand, repair, and rental businesses that are structured to continue over time (e.g., charge nominal fee for service, offer to pay workers for their services).

Eligible applicants: Local Government Units, businesses, haulers, non-profits, schools, institutions, faith organizations, hospitals/clinics

Maximum grant amount: \$75,000

Matching funds requirement: 25%

Additional information: Eligibility of certain costs (e.g., dishwashing equipment, utensils, etc.) will be determined on a case-by-case basis.

Category 5: Choosing Safer Products

Overview: At home or at work, people can be exposed to toxic chemicals in many ways. Some chemicals have immediate toxic effects. Others are toxic to our bodies only after repeated, long-term exposure. Children are especially susceptible to the negative effects of chemicals. Being aware of the dangers of exposure and making a change in purchasing and use of less toxic products is an important step toward improving human health and environmental contamination. Preferred projects will make clear how the approach uses proven techniques to foster changes in behavior and product choice. Programs that incorporate interactive workshops, use or sample

giveaways of Green Seal or Ecologo certified cleaners, making non-toxic home cleaners, in-home visits, or other more direct methods are encouraged. Examples of such products are at <http://www.epa.gov/saferchoice>.

Preferred projects

5.1 Changing business operations

Applications are invited from individual businesses or from entities that can recruit and assist businesses to switch some element of business operations to safer, less toxic products, or shift products purchased or produced to comprise less toxic chemicals. The MPCA has information that can be used to build assistance programs in each of the following target areas. The MPCA is particularly interested in encouraging:

- a. Adoption of paperless or e-receipt point-of-sale systems to reduce use of thermally-printed receipt papers, especially those likely to contain the chemicals bisphenol A (BPA) or bisphenol S (BPS).
- b. Shifts to certified less toxic commercial cleaning products. Examples would include day care facilities switching to peroxide-based cleaners from chlorine bleach, health care institutions changing their cleaners and dispensing systems to shift away from quaternary ammonia cleaners to certified less toxic alternatives, or projects designed to encourage consumers to use low volatile organic chemicals (VOCs) or water based solvents to replace the use of paint thinners for home cleaning projects. Projects could include assessments of cleaning needs to ensure facilities are not over-disinfecting.
- c. Reduction of production, use or sale of products containing Minnesota [Priority Chemicals](#)* or other toxic chemicals.

Eligible applicants: Minnesota residents, organizations, businesses, institutions, and political subdivisions of the State

Maximum grant amount: \$40,000

Matching funds requirement: 5%

5.2 Targeted community outreach

Applications are invited from people or organizations to develop and conduct creative, effective information and behavior programs that are:

- a. Targeted to people in transition -- new home owners/apartment renters, new or soon-to-be parents, newlyweds, or recent immigrants – on safer cleaning and reducing Minnesota [Priority Chemicals](#)* or other toxic chemicals in products in the home.
- b. Targeted to cashiers and wait staff who handle thermal receipt papers to teach them about the issue of endocrine active chemicals in thermal receipts and strategies to avoid unnecessary handling.

Eligible applicants: Minnesota residents, organizations, businesses, institutions, political subdivisions of the State

Maximum grant amount: \$40,000

Matching funds requirement: 5%

5.3 Reduction in toxicity of medical waste or the amount of waste from medical sector

- a. Projects in this preferred area will result in reduced toxicity of equipment and supplies (e.g., switching to polyvinyl chloride (PVC)-free IV bags or other packaging).
- b. Increase reuse of medical equipment (e.g., Establishing exchanges to reuse items within the hospital or donate materials to other organizations, or begin purchase of refurbished or reusable items). Items could be hospital equipment as well as office equipment

Eligible applicants: Local Government Units, businesses, haulers, non-profits, schools, institutions, faith organizations, hospitals/clinics

Maximum grant amount: \$75,000

Matching funds requirement: 25%

Category 6: Source Separated Organics Composting Access and Training

Overview: Minnesota's 2013 Waste Composition study found that over 30% of the garbage thrown away by Minnesotans is comprised of organic materials. An additional 10% of the garbage is compostable paper that would be suitable for composting in a commercial organics program. Commercial organics recycling programs, and residential curbside and drop-site organics recycling programs are not yet widely available in the state. One challenge to offering expanded service is limited capacity to consolidate and transfer organics. Another challenge is implementing efficient collection systems that can be cost competitive with alternative options for disposal.

In addition to ensuring that more Minnesotans have an opportunity to recycle organics, Minnesota will need well run facilities that are capable of effectively managing organics. As such the state has an interest in ensuring that facilities have access to training so their operational practices comply with regulations and utilize best practices.

Preferred projects

6.1 Projects that expand capacity to collect and/or transport source separated organics

Data from a 2013 survey of Minnesota recycling coordinators suggests that only 8%-9% of the state's residents have access to curbside organics recycling and approximately 23% have an organics recycling drop-off in their city. Data to evaluate access to commercial organics recycling service is not available, but there are certainly parts of the state where service options are limited or do not exist. Eligible projects must expand access to organics recycling.

- a. Projects that establish or expand capacity to consolidate and transfer source separated organic materials (SSOM) to a commercial composting facility. Transfer stations, Materials Recovery Facilities (MRFs) or other solid waste facilities are eligible to be upgraded using grant funds to establish or improve their ability to accept SSOM so waste haulers can more efficiently and cost effectively offer SSOM collection services. Projects may seek to add transfer capacity for organics, or may add equipment to pull source separated organics from a co-collected system (e.g., using durable compostable bags or an alternative to co-collect SSOM with another material).

Eligible applicants: Minnesota residents, organizations, businesses, institutions and political subdivisions of the state.

Maximum grant amount: \$50,000

Matching funds requirement: 25%

Additional information: Any facility receiving grant funds will be expected to continue the collection of organics beyond the term of the grant agreement. Eligible expenses include equipment, staff time, promotional materials, hauler recruitment, and startup costs. Ineligible expenses include permit application expenses or other activities needed to meet regulatory requirements.

6.2 Development and delivery of training for compost facility operators

Minnesota's rule for source-separated organic material compost facilities requires ongoing personnel training. Operators are to have five (5) hours of training each year. However, opportunities within the state of Minnesota are limited. As such, there is a need for the development and implementation of training courses and educational activities in Minnesota. Projects should create and promote training relevant to ongoing and emerging issues related to operating a SSOM compost facility.

- a. Training that provides a minimum of five (5) contact hours annually, through one or more sessions. Trainings should cover topics necessary for professional and large scale composters. Topics may include, but are not limited to: odor control, best management practices for different operations (e.g. turned windrows, static aerated windrows, in vessel), new or improved composting technologies, and managing problem materials (e.g. invasive species, plastics, etc.). Preferred projects include development of educational materials for in-person and/or web based workshop training, and written materials as well as delivery of the training to composters in the State.

Eligible applicants: Minnesota residents, organizations, businesses, institutions and political subdivisions of the state.

Maximum grant amount: \$35,000

Matching funds requirement: 25%

Additional information: Successful applicants must commit to delivering one or more trainings annually for the duration of the grant agreement. All rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the works and documents created and paid for under this Grant shall be jointly owned by the Grantee and the State. As such, the state has the authority to share or use those materials on an ongoing basis at the conclusion of the grant agreement.

Category 7: Electric Vehicle Charging in Minnesota

Overview: Over one-third of non-point air pollution emissions are from mobile sources including cars and trucks. Plug-in electric vehicles have zero air pollution emissions from the tailpipe when operating on battery power. Therefore, promoting use of these vehicles can help improve our air quality. The purpose of this project is to promote and advance the use of electric in place of gasoline-powered vehicles in Minnesota by providing places for them to charge.

Preferred projects

7.1 Implementation grants for increasing electric vehicles (EVs) in MN

- a. Projects that increase EV charging infrastructure at Minnesota destination locations, places of employment, or public sites.

Eligible applicants: Minnesota businesses, local government units, state agencies, academic institutions, and nonprofits

Maximum grant amount: \$15,000

Matching funds requirement: 25%

Category 8: Recycling Market Development

Overview: The MPCA works to improve and expand overall recycling markets serving Minnesota by helping Minnesota businesses create recycling manufacturing jobs and recycled-content products – using materials that would otherwise be landfilled or incinerated. By using recycled materials as feedstock, businesses increase profits, develop new products, improve their image, and reduce waste in Minnesota. Minnesota benefits both environmentally and economically from manufacturing products from recycled material.

Preferred projects

8.1 Using recycled feedstock to make end products

Minnesota has end markets for post-consumer recycled material. The MPCA will consider projects that improve the marketability of post-consumer recyclable materials.

- a. Projects that focus on developing new products for using post-consumer carpet, glass, paper, or plastics. Grant funds could be spent on initial research and development, testing, and final stage product development. The grant funds are not to be used for developing a business plan or marketing purposes.

Eligible applicants: Minnesota businesses that use a recycled feedstock to make an end product

Maximum grant amount: \$50,000

Matching funds requirement: 25%

Additional information:

- Equipment for product development will be determined on a case by case basis.
- Applicant should provide a clear description of the product being developed and its market.