



Recycling Market Development Grant Webinar Presentation

Susan Heffron | Julie LaClair

December 2, 2020

Goals for this grant round

- Increase local demand for recyclable material
- Create stable, local markets for recyclable material
- Divert materials from disposal
- Create Jobs in Minnesota



\$400,000 in Total Grant Money

- Maximum Grant is \$200,000
- Minimum Grant is \$50,000
- Requires a 25% match with cash or in-kind work

Example: Asking for \$60,000 requires a \$15,000 match

- This is a reimbursement grant – costs are paid upon approval of submitted invoices

Priority Materials – Receives 10 evaluation points

- Mixed Paper
- Glass
- Organics (includes food waste, food-soiled paper products, and compostable food serveware accepted at industrial compost facilities)
- PET plastic
- Plastic Film (includes retail bag film, pallet wrap film, ag plastic and boat wrap)
- **Any type of Recyclable Material will be considered

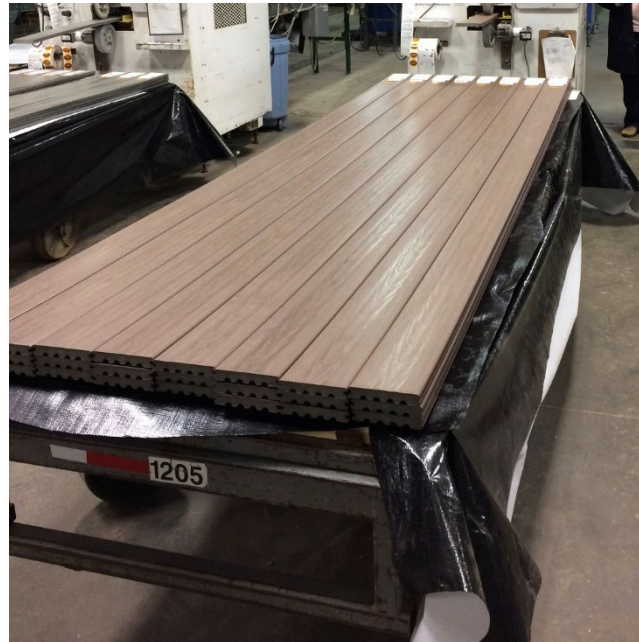
Eligible Applicants

- Businesses located in Minnesota, have a facility located in Minnesota, or that will locate a business in Minnesota
- Non-profits organizations
- Colleges and Universities
- Local Units of Governments
- Economic Development Districts



Eligible Projects – What are we looking for?

- Use recyclable material to make new products or expand existing products
- Processing recyclable material into a higher value to use in making a product



This could include:

- Research, development, and testing of new products using recyclable material as a feedstock
- Research, development, and testing of existing products to use recyclable materials that currently use virgin materials as a feedstock
- Expand existing capacity to make recycled-content products
- Processing or production methods that add value to a recyclable material
- Equipment (other than rolling stock) to help process and handle material
- Facilities to process organic material into a product such as compost or biogas and digestate
- Leasehold improvements that are needed to install new, refurbish, or upgrade equipment
- Modifying an existing building in order to address a capacity problem to process more material. This excludes storage space.

Ineligible Projects

- Projects that do not use recyclable material as a feedstock
- Projects that do not process recyclable material
- Projects that turn recyclable material into liquid fuel
- Projects that solely focus on product/material reuse
- Would be located outside of Minnesota



Ineligible Costs – Refer to list in RFP

- Marketing plans only
- Rolling Stock - Trucks, cars, vehicles
- Real property defined as land and any property attached directly to it
- Costs incurred before the grant agreement is signed



Evaluation – Exhibit A attached to the RFP

This will tell potential grantees the points available for each category evaluated.

Example:

Need for the project: The project will add value to the recycling markets in Minnesota. Will the proposed project 1) Create demand for a recyclable material that is of low market value. 2) Processing recyclable material into a higher value to use in making a product. 3) A material that is could be recycled but is currently being disposed of as garbage. (25 points)

Environmental Justice – 5 Points

- Prioritize projects that serve and improve communities with higher concentrations of low-income residents and people of color, including tribal communities.
- Applicants will describe how their organization or project will make sure people in the project area and community aren't disproportionately impacted by pollution regardless of their race, color, national origin or income, and are provided access and opportunity to a clean environment.

Applying for a Grant

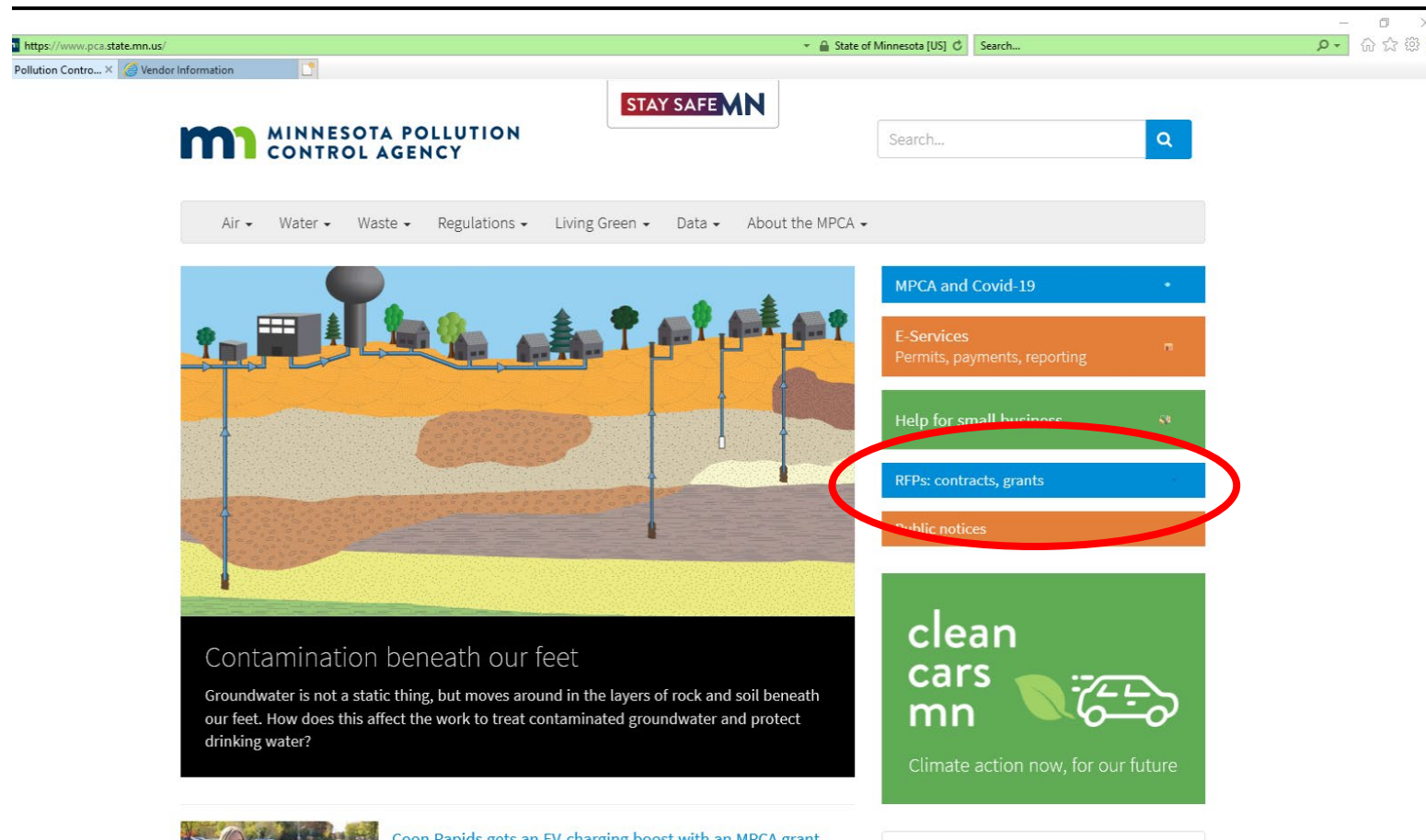
- Deadline is Friday January 8, 2021, at 4pm. No late proposals will be accepted.
- Must include:
 - Application
 - Workplan and Budget
 - Optional: Letters of Support and Vendor Quotes
- NEW: Must submit through SWIFT

SWIFT Terminology & Things to Know

- The RFP is labeled an Event in SWIFT.
- Bidding = Applying
- The Supplier Portal is “homebase” for navigating to find the RFP, applying or bidding on the RFP, and resources for questions and information.
- You do not need any credentials/log-in information for viewing the RFP, application, etc.
- You will have to register as a bidder to apply or bid.
- Any and all questions can be directed to the Vendor Assistance Helpdesk at 651-201-8100, option 1.

MPCA Website

- Click on RFPs: contracts, grants



The Supplier Portal

- You can also go directly to mn.gov/supplier to get to the Supplier Portal

The screenshot shows the MPCA website with the URL <https://www.pca.state.mn.us/about-mpca/contract-grant-and-loan-opportunities>. The page features the MPCA logo, a 'STAY SAFE MN' banner, and a search bar. Below the navigation menu, the 'Contract, grant and loan opportunities' section is displayed. Under 'Open RFPs', the 'Recycling market development grant' is highlighted with a red circle. The text describes the grant's purpose: to support recycling markets in Minnesota by increasing feedstock value, end market capacity, and creating jobs. It lists priority materials: mixed paper, glass, organics, PET, or plastic film. A red circle highlights the sentence: 'Priority projects include uses of mixed paper, glass, organics, PET, or plastic film, but projects using any type of recyclable material will be considered.' The page also mentions the application deadline: January 8, 2021 (4 p.m. CST).

- Average maximum: \$200,000, minimum: \$50,000
- Match requirement: 25% (applicants must provide at least 25% match of the grant award)
- organics, PET, or plastic film, but projects using any type of recyclable material will be considered.

Application process

The RFP and application materials can only be accessed and submitted through the online [SWIFT Supplier Portal](#) under "Bidding opportunities." More information can be found under "Informational Tips" and "Supplier Portal Help."

- SWIFT Event ID: 2000011296
- SWIFT Event Name: MPCA-Grant-Recycling Market Development

In order to apply or bid, applicants will need to click on "Register for an Account" and then "Register as a Bidder." (If you are already registered in SWIFT, use your current username and password.)

For questions about SWIFT, please contact the Office of State Procurement at 651-201-8100, option 1.

Questions and answers

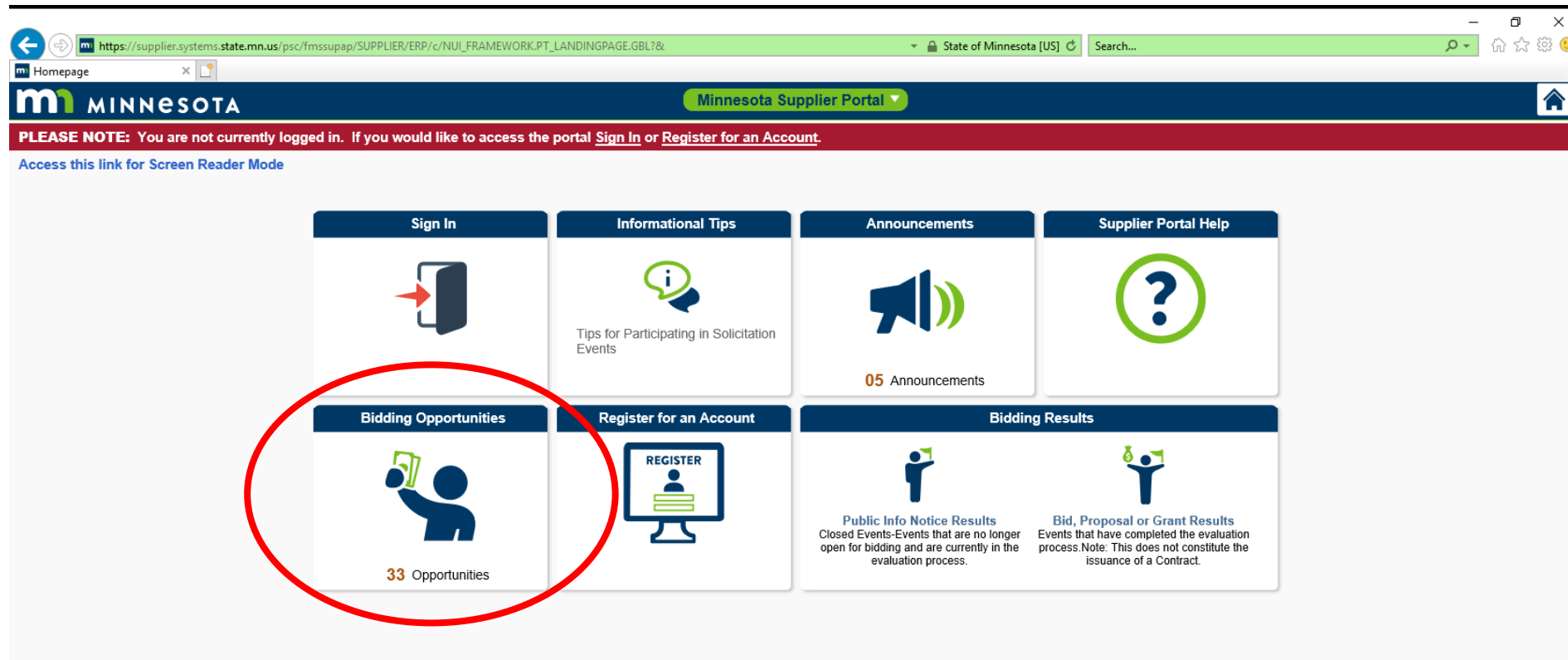
All questions regarding the RFP must be emailed: grants.pca@state.mn.us, subject line "Recycling Market Development Grant 2021 Question". Staff will gather questions and post answers in the SWIFT system on an at-least weekly basis. All questions must be received by 4:00pm CST on Tuesday, January 5, 2021.

Informational webinar

The MPCA will be hosting a webinar about this RFP on Wednesday, December 2, 2020 (2 p.m. CST). Instructions for attending the webinar will be posted at a later date.

Bidding Opportunities

- Click on Bidding Opportunities



- Click on “MPCA-Grant-Recycling Market Development”, Event ID: 200001296

12/4/2020

Viewing the Bid Package



- Click on View Bid Package

PLEASE NOTE: You are not currently logged in. If you would like to access the portal [Sign In](#) or [Register for an Account](#).

[Access this link for Screen Reader Mode](#)

[Need Help?](#)

▼ **Bidding Event Information**

Event Name	MPCA-Grant-Recycling Marketing Development	Event Start Date	11/12/2020 12:00PM
Business Unit	Pollution Control Agency	Event End Date	01/08/2021 4:00PM
Event ID	2000011296	Event Round	1
Event Status	Posted	Event Version	1
Buyer Name	LaClair, Julianne	Event Format	Sell
Sealed Event	Yes	Event Type	RFx
Multiple Bids	Allowed	Edits to Submitted Bids	Yes
Contact Information	LaClair, Julianne 	Payment Terms	
Description	The Minnesota Pollution Control Agency (MPCA) seeks proposals that will build		
	 View Bid Package		

▼ **Lines**

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RFP and Application Materials







- You are able to download and save the documents from here.

PLEASE NOTE: You are not currently logged in. If you would like to access the portal [Sign In](#) or [Register for an Account](#).

Access this page | **View Bid Package** | [Help?](#)

▼ Bid

▼ **Attachments**

Filename	Description
 p-f2-48a-fy21.docx	Request for Proposals (RFP)
 p-f2-48b-fy21.docx	Application Form
 p-f2-48c-fy21.docx	Project Workplan and Budget
 p-f2-48d-fy21.docx	Sample Grant Agreement
 MPCA-Grant-Recycling_Marketing_Development.xml	Event Bid Package
 MPCA-Grant-Recycling_Marketing_Development.pdf	Event Details

▼ **Comments**

See the attached RFP for additional information. All responses must be submitted electronically through the SWIFT e-supplier Portal. No mail, email, or fax responses will be accepted.

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Line Num

1

How to Apply in SWIFT

- In order to apply or bid on the RFP, you must register as a bidder.
- Go to the Supplier Portal Page and click on Register for an Account.

The screenshot shows the Minnesota Supplier Portal homepage. At the top, there is a dark blue header with the Minnesota logo and the text "MINNESOTA". To the right of the logo is a green button labeled "Minnesota Supplier Portal". Further right is a home icon. Below the header is a red banner with white text that reads: "PLEASE NOTE: You are not currently logged in. If you would like to access the portal [Sign In](#) or [Register for an Account](#)." Below the banner is a link that says "Press this link for Screen Reader Mode". The main content area is a grid of seven tiles. The tiles are: "Sign In" (with a login icon), "Informational Tips" (with an information icon and the text "Tips for Participating in Solicitation Events"), "Announcements" (with a megaphone icon and the text "05 Announcements"), "Supplier Portal Help" (with a question mark icon), "Bidding Opportunities" (with an icon of a person holding a document and the text "33 Opportunities"), "Register for an Account" (with a "REGISTER" button icon), and "Bidding Results" (with two sub-sections: "Public Info Notice Results" and "Bid, Proposal or Grant Results"). The "Register for an Account" tile is circled in red.

MINNESOTA

Minnesota Supplier Portal

PLEASE NOTE: You are not currently logged in. If you would like to access the portal [Sign In](#) or [Register for an Account](#).

[Press this link for Screen Reader Mode](#)

Sign In

Informational Tips

Tips for Participating in Solicitation Events

Announcements

05 Announcements

Supplier Portal Help

Bidding Opportunities

33 Opportunities

Register for an Account

Bidding Results

Public Info Notice Results

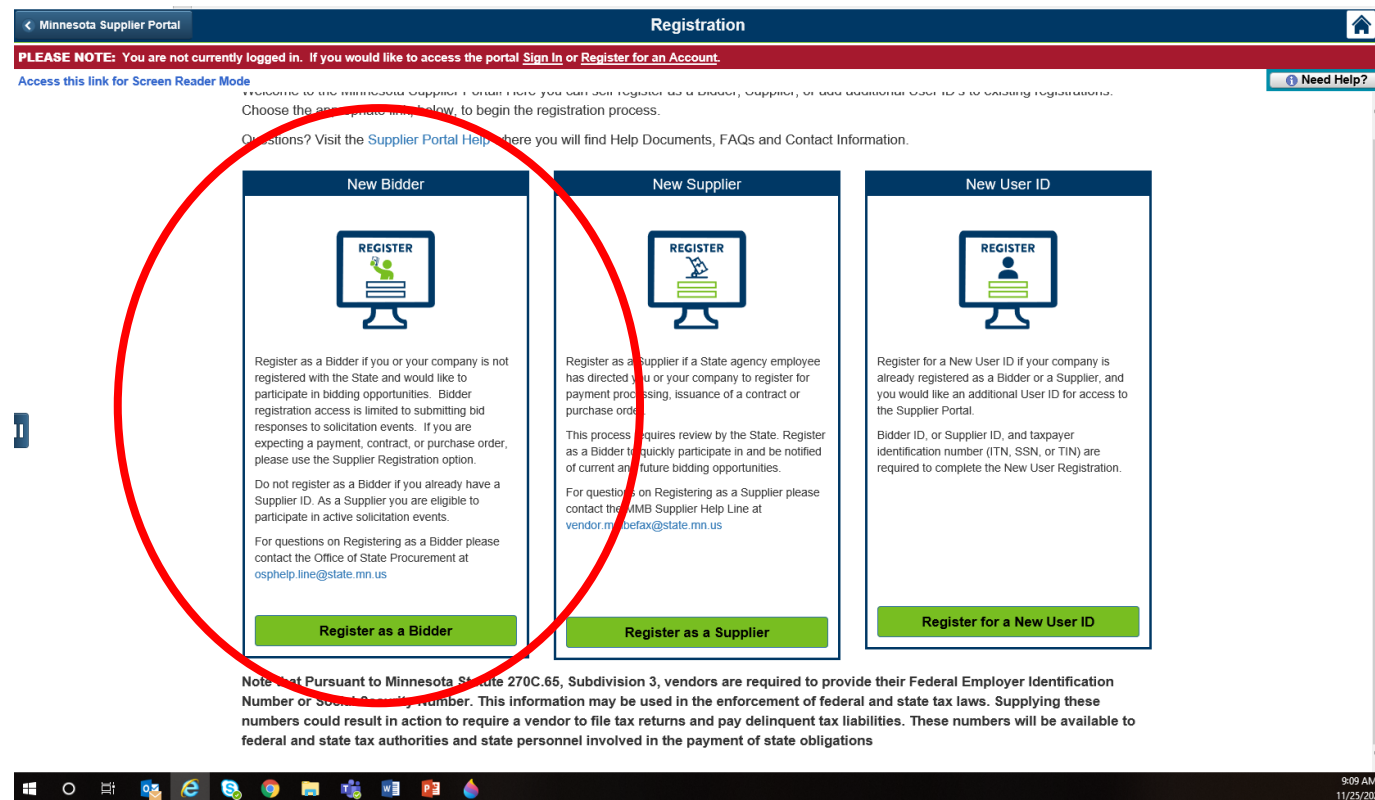
Closed Events-Events that are no longer open for bidding and are currently in the evaluation process.

Bid, Proposal or Grant Results

Events that have completed the evaluation process. Note: This does not constitute the issuance of a Contract.

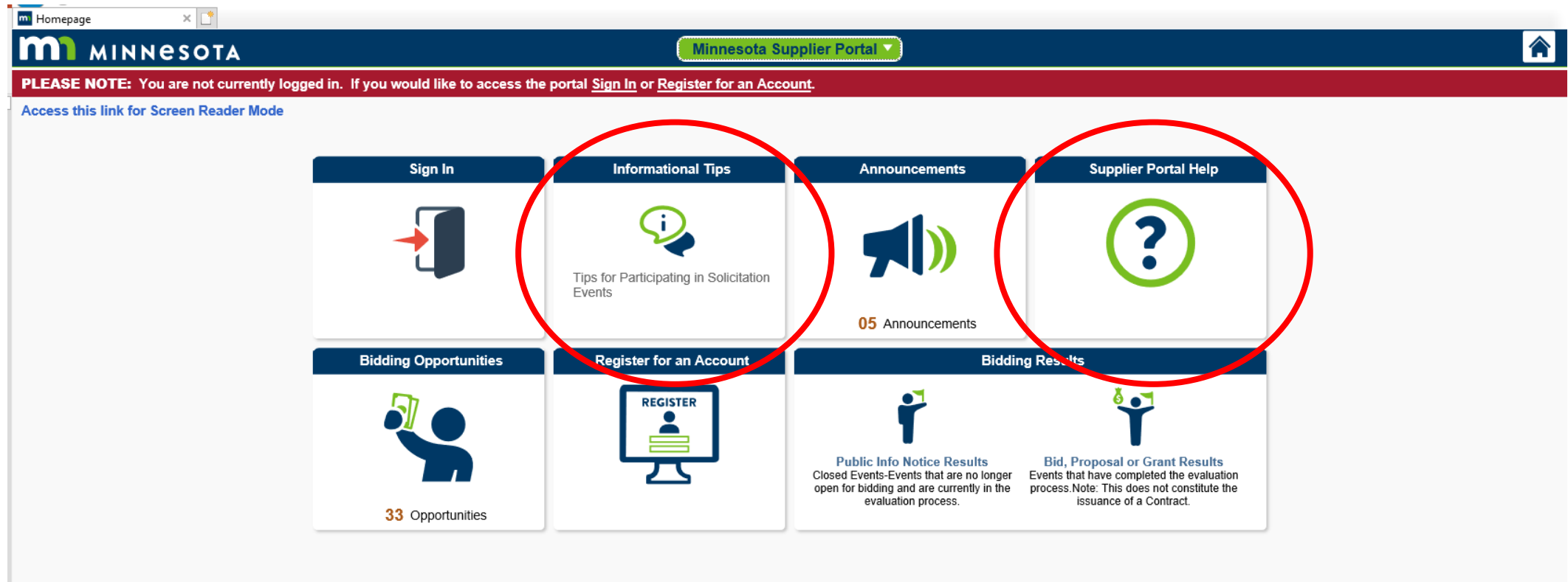
Registering as a Bidder

- Click on Register as a Bidder and complete the screens that follow.
- You will use that information to sign in on the Supplier Portal page.



SWIFT Questions and Assistance

- Questions can be directed to 651-201-8100, option 1 or by clicking on Informational Tips and Supplier Portal Help.



Questions?

- All questions and answers to the questions from today's webinar are recorded and will be posted through the Supplier Portal under "View Bid Package" and "Questions and Answers".
- The webinar and slides will be posted on the Recycling Market Development RFP website.
- Have questions at a later date? Email them to grants.pca@state.mn.us with the subject line: "Recycling Market Development Grant 2021 Question."
- All questions need to be received by Tuesday, January 5, 2021 at 4pm CST.