



New York State Association for Reduction, Reuse and Recycling Inc.

## NYSAR<sup>3</sup> SCHOOL RECYCLING/WASTE REDUCTION GRANT PROGRAM

### INTRODUCTION

The NYS Association for Reduction, Reuse & Recycling (NYSAR<sup>3</sup>) established a grant program for schools in 2005 for the purpose of providing seed, or start-up, money for recycling/waste reduction programs in public and private schools. Since that time, sixty (60) NYS schools and/or school districts have benefitted financially from the program, to say nothing of the environmental benefits achieved by instituting recycling/waste reduction programs in schools.

The Board of Directors of NYSAR<sup>3</sup> has voted to continue the program and encourage schools to apply for funding. The Board strongly recommends that prospective applicants first visit the following sites which will provide viable, sustainable ideas for successful programs:

- NYS Association for Reduction, Reuse & Recycling ~ [www.nysar3.org](http://www.nysar3.org)
- Go Green Initiative ~ [www.gogreeninitiative.org](http://www.gogreeninitiative.org)
- US Green Building Council, NY Chapter ~ [www.greenupstateny.org](http://www.greenupstateny.org)
- Green Schools, Recycling and More via NYS DEC ~ [www.dec.ny.gov/chemical/8803.html](http://www.dec.ny.gov/chemical/8803.html)

The Board strongly encourages all applicants to reach out to their Town/County/Authority Recycling Coordinator (list found on [www.nysar3.org](http://www.nysar3.org)) for help in developing programs and developing strategic partnerships with local businesses, parent organizations, other institutions, etc. to help maintain waste reduction, reuse and recycling programs at schools. The goal of this grant program is to provide up to \$500 per school to rejuvenate existing programs or to develop new programs centered around the 3 R's (reduce, reuse, recycle). Awards will be made twice yearly; this is a competitive grant so imagination, ingenuity and initiative are valued.

### ELIGIBILITY

**In order to be eligible for funding, applicants and programs must:**

- Be a public or private school located in New York State
- Agree to share their program information and data with NYSAR<sup>3</sup> and others
- Submit a completed application with supporting documents by **Friday, November 6, 2009** (or during the second round by **Monday, March 15, 2010**)
- If you have received a \$500 grant previously, you are currently ineligible.

### SUBMITTALS AND DEADLINE

Application packets must include all of the following 3 items:

1. Application Form (*1 page*)
2. Written Project Description (*1 page or less*)
3. Supporting Documentation (*if any, but no more than 3 double-sided pages*)

Applications must be received by COB **Friday, November 6, 2009**. Electronic submittals are acceptable.

**Please submit completed applications to:**

Diane Fisher  
NYS Association for Reduction, Reuse & Recycling  
P O Box 3913, Albany, NY 12203 **OR** Fax: (518) 482-7396 **OR** e-mail: [diane@nysar3.net](mailto:diane@nysar3.net)

## **PROJECT DESCRIPTION**

Applicants must submit the attached "Application Form" along with a written "Project Description" (*in one (1) page or less*) detailing their proposed recycling or waste prevention/reduction program. Please include the following components outlined below in your Project Description.

Applications will be assigned points based upon the completeness of the application (10 pts); proposed program's components (25 pts); cost effectiveness (15 pts); partners (20 pts); program sustainability (15 pts); and measurable results (15 pts).

Completeness of Application: The "Application Form" must be completed legibly and all questions answered. Use of the words "same" and/or "not applicable" are acceptable, as all lines must contain an answer.

Program Components: Are you proposing just a bare-minimum recycling effort or do you already have a program and now you're ready to delve into composting or reuse or waste prevention? Maybe you're proposing to mandate double-sided copies or purchase only recycled content products and you need funding to educate staff? Perhaps you want to build a garden using compost from the kitchen/cafeteria waste. Maybe you need a small stipend to remunerate someone to stay on top of the program? There are lots of great programs already in place; check out the internet under "school recycling programs" and you'll be overwhelmed with great ideas!

Cost Effectiveness: How is your school going to use up to \$500 wisely? Will you try to leverage it to gain additional funding from elsewhere? Please do your homework, checking prices for desired materials and submitting this detailed information within the body of your "Project Description" or as one of the supplemental attachments.

Partners: Developing a team, as promoted on these websites

- NYS Association for Reduction, Reuse & Recycling ~ [www.nysar3.org](http://www.nysar3.org)
- Go Green Initiative ~ [www.gogreeninitiative.org](http://www.gogreeninitiative.org)
- US Green Building Council, NY Chapter ~ [www.greenupstateny.org](http://www.greenupstateny.org)
- Green Schools, Recycling and More via NYS DEC ~ [www.dec.ny.gov/chemical/8803.html](http://www.dec.ny.gov/chemical/8803.html)

can be critical to the success and sustainability of your program. List any known or proposed partners. Make sure you have a level of buy-in before using their name.

Sustainability: are you seeking funding for a one day puppet show or sing-a-long? Don't! The application needs an element of real sustainability built in. Describe how you can design the program, using partners or other funding, to ensure its long-term, on-going viability.

Measureable Results: For NYSAR<sup>3</sup> to continue funding these programs, we need to know how much material you've recycled or how much has been prevented. A good guide can be found at [www.gogreeninitiative.org](http://www.gogreeninitiative.org) and you are encouraged to sign up and become a member, however, it is not mandatory, but it is free! Your local recycling coordinator would be happy to assist your reporting efforts. Visit [www.nysar3.org](http://www.nysar3.org) to find out their name.

## **AWARDS NOTIFICATION**

Awards will be made semi-annually on a competitive basis. Winners will be notified and an announcement made on America Recycles Day (November 15) and Earth Day (April 22).

## **QUESTIONS**

All questions should be directed via email only to Meg Morris at [mmorris@covantaenergy.com](mailto:mmorris@covantaenergy.com), with a copy to Sharon Fisher at [safrecycle@hotmail.com](mailto:safrecycle@hotmail.com)



## NYSAR<sup>3</sup> SCHOOL RECYCLING GRANT PROGRAM

### APPLICATION FORM (print or type only)

Name of School	Public	Private	
Contact Person (Name)	(Title/Affiliation)		
School Street Address	City	State	Zip
Mailing Address	City	State	Zip
( )	( )		
Phone #	Fax #		
Contact E-Mail Address	School Web site, if developed		
County	Local Recycling Coordinator, if known		
Signature of School Principal	Print Name	Date	

**2009 Application Deadline:** November 6, 2009  
**Winners Notified:** America Recycles Day, November 15, 2009

**2010 Application Deadline:** March 15, 2010  
**Winners Notified:** Earth Day, April 22, 2010

**2010 Application Deadline:** October 15, 2010  
**Winners Notified:** America Recycles Day, November 15, 2010

**Contact Information:** Meg Morris, NYSAR<sup>3</sup>, At Large Board Member  
[mmorris@covantaenergy.com](mailto:mmorris@covantaenergy.com)