



Board of County Commissioners Agenda Request

5B
Agenda Item #

Requested Meeting Date: May 24, 2022

Title of Item: Accept Greater Minnesota Recycling and Composting Grant

<input checked="" type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input type="checkbox"/> CONSENT AGENDA	<input type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input checked="" type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing*

**provide copy of hearing notice that was published*

Submitted by: Andrew Carlstrom	Department: Planning & Zoning
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Presenter (Name and Title): Andrew Carlstrom, Environmental Services Director	Estimated Time Needed: 10 Minutes
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Summary of Issue:

Aitkin County has been awarded a FY22 Great Minnesota Recycling and Composting Grant in the amount of \$91,325.00

At this time we are looking to adopt the proposed resolution to accept the grant, due to time constraints of the grant needing to be accepted by May 27, 2022.

At this time we have until 2025 to utilize the grant. More details to come at future meetings about project execution.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approval of proposed resolution to accept the Greater Minnesota Recycling and Composting Grant, contingent on approval by the County Attorney, Jim Ratz and authorize County Administrator Jessica Seibert, to the the Aitkin County authorized signer of the grant and Aitkin County Environmental Services Director as Program Grant Manager.

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$

Is this budgeted? Yes No *Please Explain:*

By Commissioner: xx

20220524-xxx

Accept Greater Minnesota Recycling and Composting Grant

WHEREAS, Aitkin County (Minnesota) has applied for and been awarded a grant of \$91,325.00 from the Minnesota Pollution Control Agency (MPCA), under its FY2022 Greater Minnesota Recycling and Composting Grant Program.

NOW, THEREFORE BE IT RESOLVED, that the Aitkin County Board of Commissioners hereby agrees to accept this grant.

BE IT FURTHER RESOLVED, the County authorizes the County Administrator, Jessica Seibert as authorized signer of the grant and Aitkin County Environmental Services Director, Andrew Carlstrom as Program Grant Manger and signer.

Commissioner xx moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting Yes

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 24th day of May 2022, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 24th day of May 2022

Jessica Seibert
County Administrator

Project title: A novel service model to increase access to household recycling in Aitkin County, MN

1. Project Summary

Organization: Aitkin County
Grantee contact name: Andrew Carlstrom
Title: Environmental Services Director
Address: 307 2nd St. NW, Room 219
Aitkin, MN 56431
Phone: 218.927.7342
E-mail: andrew.carlstrom@co.aitkin.mn.us

MPCA contact(s):

MPCA project manager: Danielle Drussell
Title: Environmental Specialist
Address: MPCA, 520 Lafayette Road N
Saint Paul, MN 55155
Phone: 218-302-6611
E-mail: danielle.drussell@state.mn.us

Project Totals: Grant: \$91,325.00 Match: \$62,850.00 Project Total: \$154,175.00

2. Statement of project details

Aitkin County, MN is a rural county of about 7,680 households located about two to three hours north of Minneapolis. The county's residential recycling services are in a current state of flux due to the change of its three-decade-old recycling service provider Garrison Disposal who operated the county recycling center. In March of 2021, Garrison Disposal opted-out of their contract to operate and maintain the county's recycling center. Two county-owned drop-off locations remain as the only option for most residents to recycle household recoverable materials. Garrison Disposal does still offer curbside recycling to about 500 households in the most southern part of Aitkin County, with monthly charges averaging between \$30 to \$40 dollars per month for weekly pick up. The county has contracted with Waste Management to manage the southern drop-off location, and with Countryside Disposal to manage the northern drop-off location. Those contracts cost the county about \$142,000, annually, and residents may need to drive upwards of 30 minutes to reach a drop-off location. With this proposal, Aitkin County seeks to make curbside recycling more accessible to all county residents by implementing an innovative curbside residential recycling service option alongside grant project partner Recyclops.

Utah-based Recyclops serves over 100 U.S. communities with curbside recycling services who otherwise wouldn't have access to a residential recycling program. Recyclops helps communities avoid the large capital equipment and administrative costs of traditional municipal recycling programs by using an Uber-style pick up service. Residents sign up for a weekly or biweekly subscription curbside recycling service, and Recyclops hires local drivers with any size vehicle who then pick-up the recyclables and deliver them to area transfer stations or materials recycling facilities (MRFs).

For the proposed project, Aitkin County and Recyclops will collaboratively recruit about 1250 households to sign up for a ten-month (March-December) Recyclops subscription. The subscription will come at a discounted rate of \$5/month, subsidized by the grant funding. The full cost of a Recyclops monthly payment ranges from \$12-\$25/month, depending on the frequency of service. Recyclops will hire local residents as pick-up personnel. The 10-month period will test the appetite of Aitkin County residents to continue the Recyclops curbside recycling service model.

The goals of the project are twofold:

3. Goal statement, project evaluation plan, tasks, and subtasks

Goal statement:

#1: Increase the county household recycling participation rate from 20% to 35% by contracting with Recyclops to provide 1,250 Aitkin County residents with access to curbside recycling services.

#2: Test the efficacy of Recyclops' Uber-style curbside recycling services for continuance in Aitkin County and replicability in other Minnesota communities

Project evaluation plan: Success will be measured by participation numbers, volume of materials recovered versus historical baselines, as well as resident feedback to continue services beyond the scope of the grant project period.

Learning Outcomes: The County foresees three learning outcomes as follows:

#1: Gaining a better understanding of resident needs by learning about the desire for participation in local recycling programs. Currently, the recycling rate is between 17-20%, with a goal of an increase to 35%.

#2: Determine if the Recyclops Uber-style driver model is more cost and services-efficient than a traditional contract with one hauler to serve Aitkin County's large geographic area and diffuse population. We will learn about the logistical ability of the Recyclops model as a case study for replication in other Minnesota communities. Recyclops offers an opportunity to decrease the physical infrastructure normally associated with household recycling programs.

Task 1: Participant recruitment: Recruit 1,250 Aitkin County residents to opt-in to ten months of Recyclops curbside recycling services.

Subtask A: Disseminate participant recruitment materials via the following campaigns: Print materials at transfer stations, county email listserv, school district email listserv, partnership with health care system HR department, county/city websites and social media.

Subtask B: Participants complete online or phone opt-in subscription forms

Title of person(s) responsible: Andrew Carlstrom/Recyclops

Timeframe: May 2022 – May 2025

Task 2: Driver recruitment: Recyclops will hire at least five local drivers and provide driver orientation

Subtask A: Employment opportunity promoted via local unemployment agency, newspaper ad, social media ad, county/city website, Central Lakes College and Aitkin High School

Subtask B: Virtual orientation for drivers takes place

Title of person(s) responsible: Recyclops

Timeframe: May 2022 – May 2025

Task 3: Services implementation: Recyclops drivers conduct biweekly curbside pick-up services for the 1,250 participants for eight months (March-December)

- Task A:** Recyclops bags distributed to opt-in participants during driver orientation
- Task B:** Drivers conduct biweekly pick up schedules

Title of person(s) responsible: Recyclops
Timeframe: May 2022 – May 2025

Task 4: Evaluation: 1,250 participants will provide end-of-program feedback

- Task A:** Distribute online survey via email (up to three times) to participant email addresses
- Task B:** Conduct phone surveys with participants who do not respond via email

Title of person(s) responsible: Andrew Carlstrom/Recyclops
Timeframe: May 2022 – May 2025

Task 5: Reporting: Aitkin County will submit the two required project reports per the grant agreement requirements

- Task A:** An interim report will be submitted within 1 year of the implementation of the grant.
- Task B:** A final report will be submitted 1 month prior to the end of the grant agreement

Title of person(s) responsible: Andrew Carlstrom
Timeframe: May 2022 – May 2025

4. Anticipated measurable environmental outcomes

Description	Baseline annual quantity before project (tons/yr)	Estimated change in annual quantity from project objectives (tons/yr)	Estimated annual quantity at end of project (tons/yr)	Estimated economic savings (total dollars)	Estimated greenhouse gas reduction
Solid waste (MSW)	9776.7 tons/yr	-724 tons/yr	9,052.7 tons/yr	\$47,060 (based on \$65/tipping fee)	2,061MTCO2E 226MTCO2E (Additional savings)
Recycling	1660.1 tons/yr	+724 tons/yr	2,384.1 tons/yr	unknown	

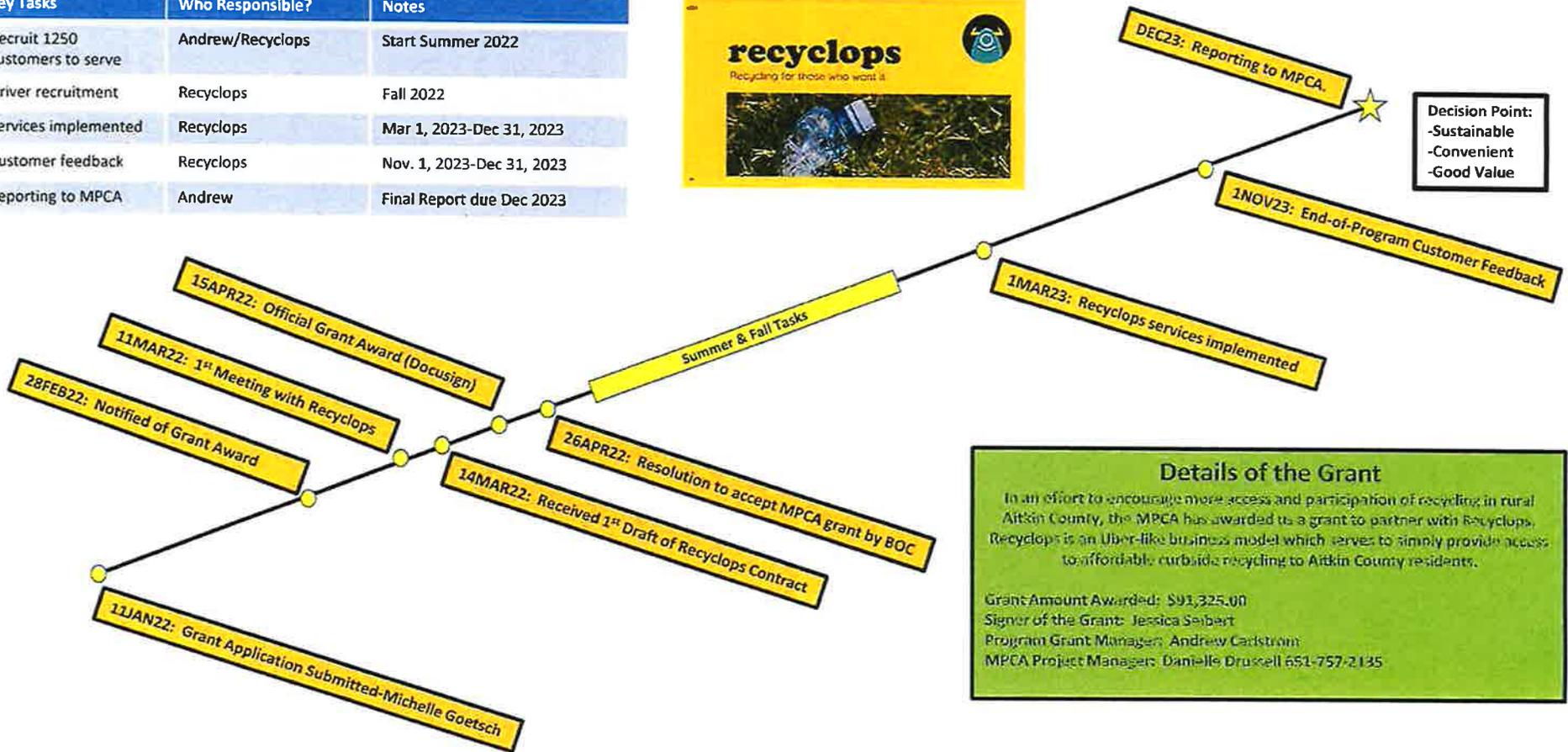
Greater Minnesota Recycling and Composting Grant **Budget**

Budget: Aitkin County

Cost Category	Cost (\$/unit) *not to exceed rate	Grant Funds	Total Match	Total Budget
Task 1				
Disseminate print/digital participant recruitment materials	\$35.00	\$2,250.00	\$350.00	\$2,600.00
Print recruitmant materials		\$250.00	\$0.00	\$250.00
Participants complete online or phone opt-in subscription forms	\$5.00	\$0.00	\$62,500.00	\$62,500.00
Task 1 Total		\$2,500.00	\$62,850.00	\$65,350.00
Task 2				
Employment opportunity promotion		\$450.00	\$0.00	\$450.00
Task 2 Total		\$450.00	\$0.00	\$450.00
Task 3				
Drivers conduct biweekly pick up schedules		\$87,500.00	\$0.00	\$87,500.00
Task 3 Total		\$87,500.00	\$0.00	\$87,500.00
Task 4				
Conduct phone surveys with participants who do not respond via email	\$35.00	\$875.00	\$0.00	\$875.00
Task 4 Total		\$875.00	\$0.00	\$875.00
Task 5				
Reporting		\$0.00	\$0.00	\$0.00
Task 5 Total		\$0.00	\$0.00	\$0.00
Total Budget		\$91,325.00	\$62,850.00	\$154,175.00

Greater MN Recycling Grant In-Progress Report

Key Tasks	Who Responsible?	Notes
Recruit 1250 customers to serve	Andrew/Recyclops	Start Summer 2022
Driver recruitment	Recyclops	Fall 2022
Services implemented	Recyclops	Mar 1, 2023-Dec 31, 2023
Customer feedback	Recyclops	Nov. 1, 2023-Dec 31, 2023
Reporting to MPCA	Andrew	Final Report due Dec 2023



Details of the Grant

In an effort to encourage more access and participation of recycling in rural Aitkin County, the MPCA has awarded us a grant to partner with Recyclops. Recyclops is an Uber-like business model which serves to simply provide access to affordable curbside recycling to Aitkin County residents.

Grant Amount Awarded: \$91,325.00
 Signer of the Grant: Jessica Seibert
 Program Grant Manager: Andrew Cadstrom
 MPCA Project Managers: Daniella Drussell 651-757-2135



RECYCLING SERVICES AGREEMENT

This RECYCLING SERVICES AGREEMENT (this "**Amendment**") is made effective as of _____, 2022 (the "**Effective Date**"), by and between Recyclops, Inc., a Delaware corporation ("**Recyclops**") and County of Aitkin, MN, a [municipal government agency in the State of MN], and its affiliate companies, agents and employees, individually and collectively (collectively, "**Customer**"). Recyclops and Customer may hereinafter be referred to as the "**Parties**" or individually as a "**Party**".

RECITALS

WHEREAS, Customer desires to retain Recyclops' services of planning, designing a program, collecting, hauling, and delivering certain recyclable materials to Aitkin County's Recycling Centers ("**Services**"); and

WHEREAS, Recyclops, through its independent contractors, desires to provide such Services to Customer, pursuant to the terms outlined herein.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

AGREEMENT

1. **Term and Termination.** The term of the Agreement shall commence on the Effective Date and continue for a period of ten (10) months (the "**Term**") as prescribed by the Grant. Upon expiration of the Term, the Agreement shall automatically renew for the purpose of supporting Recyclops in maintaining and growing the program that becomes established through the efforts of the approved Grant Project, by helping to raise awareness of the service to the County's residents and commercial businesses.

2. **Services.** Recyclops, will perform and invoice all actions, duties and services as prescribed per the attached approved budget (see Budget Attachment) of the Greater Minnesota Recycling and Composting Grant (also Attached). Recyclops, through its independent contractors, hereby agrees to collect and deliver certain residential and commercial recycling materials, as currently accepted at Aitkin County's Recycling Centers, within Customer's corporate limits for those residents and businesses who subscribe to Recyclops' Services. Recyclops shall perform the Services on a bi-weekly basis, on a regular schedule to be approved in writing by both Parties. Recyclops agrees to collect and deliver to Aitkin County's Recycling Centers only the materials approved for acceptance at their Recycling Centers; they may include the following types of materials:

- A. All metals and bi-metals, including but not limited to cans, aluminum, tin, and steel;
- B. Plastics, including #1 and #2 containers with necks and #3-#5 plastic containers;
- C. Corrugated cardboard and paperboard;
- D. Newspapers, with inserts; and
- E. Magazines, catalogs, telephone directories, books, junk mail, and office paper

Customer agrees that Recyclops shall not be required to collect any non-recyclable materials or materials that are not properly bagged or flattened.

2.1 **Customer's Obligations.** Aitkin County shall encourage recycling within its sphere of influence, using Recyclops generated content on its website, a minimum of 10 posts on each of its social media platforms, and other media outlets, and help to secure relationships between Recyclops and the local media. The County will also participate in completing the items laid out in the Grant Application (Attached) and the Budget - Objective 1: Task A (Attached).

4. **Insurance Policies.** During the Term of this Agreement, Recyclops shall, at its sole cost and expense, procure, and maintain without lapse, all forms of insurance required by applicable laws, and necessary to insure Recyclops' performance of the Services hereunder. Such insurance shall include:

- A. Workers' compensation insurance in accordance with the laws of all applicable states;
- B. Employer's liability, and if necessary, umbrella/excess liability insurance with a minimum limit of one million five hundred thousand U.S. Dollars (\$1,500,000) for each accident for bodily injury by accident and one million five hundred thousand U.S. Dollars (\$1,500,000) each employee for bodily injury by disease.
- C. Employment practices liability insurance with a minimum limit of one million five hundred thousand U.S. dollars (\$1,500,000) for each event or claim.
- D. Commercial general liability, and if necessary, umbrella/excess liability insurance (occurrence form policy), including products/completed operations and contractual liability coverage (provided that such coverage shall not be construed to limit Seller's indemnity obligations hereunder) with a minimum limit of one million five hundred thousand U.S. Dollars (\$1,500,000) per occurrence for bodily injury, illness or death of persons, damage to property, and personal /advertising injury; and
- E. Automobile liability, and if necessary umbrella/excess insurance, with a minimum limit of three million dollars (\$3,000,000) combined single limit for all owned, hired and non-owned vehicles operated by or on behalf of Recyclops.

5. **Indemnification.** Each Party hereby agrees to indemnify, defend, and hold the other Party harmless from any and all claims, demands, costs, liabilities, losses, expenses and damages (including reasonable attorneys' fees and costs) arising out of or in connection with any injury or death to any person or damage to or injury to any property, caused by or arising out of the Services to be performed under this Agreement.

6. **Notices.** Any and all notices, requests, demands, and other communications required or permitted to be given under this Agreement, any agreement referred to herein, or any rule of law, shall be given in writing and shall be deemed made when sent by registered or certified mail, return receipt requested, or by e-mail, to the other Party at the address set forth below (or such other address as may be designated by a Party pursuant to a notice properly given):

To Recyclops:

Recyclops, Inc.
Attn: Chief Executive Officer
136 E. South Temple Street
Suite 1400
Salt Lake City,, UT 84111

ryan@recyclops.com

With a copy (which shall not constitute notice) to:

Dentons Durham Jones Pinegar PC
Attn: Travis Marc Wilson
111 South Main Street
Suite 2400
Salt Lake City, UT 84111
travis.m.wilson@dentons.com

7. **Amendment.** This Agreement can be modified only pursuant to a written agreement which is executed by each of the Parties. The Parties agree to review this Agreement as often as they shall mutually determine necessary, but in no event less frequently than every two (2) years beginning on the Effective Date, and, following review, to revise this Agreement if necessary and mutually agreed to.

8. **Applicable Law.** This Agreement shall be construed and enforced in accordance with the laws of the State of Minnesota.

9. **Assignment.** Neither this Agreement, nor any of the rights, benefits, duties or obligations provided herein may be assigned by a Party without the prior written consent of the other Party.

10. **Successors and Assigns.** This Agreement shall be binding upon and inure to the benefit of the Parties hereto, and their respective representatives, successors and permitted assigns.

11. **Entire Agreement.** This Agreement constitutes the entire understanding and agreement between the Parties concerning the subject matter set forth herein including, without limitation, the Services to be provided by Recyclops to Customer. This Agreement supersedes all other prior agreements and understandings, written and oral, between the Parties with respect thereto.

12. **Waiver.** No consent to or waiver of (whether expressed or implied) any breach or default in the performance of a Party's obligations under this Agreement shall be deemed or construed to be a consent to or waiver of any other breach or default in the performance of the same or any other obligations hereunder. The failure to act by one Party or to declare another Party in default, irrespective of how long such failure continues, shall not constitute a waiver of such Party's rights hereunder.

13. **Severability.** If any provision of this Agreement or the application thereof to any person or circumstance shall be invalid or unenforceable to any extent, the remainder of this Agreement and the application of such provision to other persons or circumstances shall not be affected thereby and shall be enforceable to the greatest extent permitted by law, unless such enforcement would be materially adverse to either Party.

14. **Illegality.** Notwithstanding any other provision of this Agreement, if any Federal, state or local government or agency passes, issues, interprets, or promulgates any law, rule, regulation, standard or interpretation at any time while this Agreement is in effect which prohibits, restricts, limits or in any way materially adversely changes or affects a Party's rights or obligations hereunder, either Party may give the other Party notice of intent to amend this Agreement to the satisfaction of the noticing Party, to address the prohibition, restriction, limitation or change. If the Parties do not or cannot mutually agree to amend this Agreement in writing within thirty (30) calendar days after said notice is given, then either

Party may elect to terminate this Agreement without further liability to the other Party; provided, however that if the implementation of any such law, rule, regulation, standard or interpretation is stayed on account of any administrative appeal or any suit filed in a court of competent jurisdiction, the right to amend or terminate this Agreement set forth above shall also be stayed during the period of such stay.

15. **No Third-Party Rights.** Nothing in this Agreement shall be construed or interpreted to create or give rise to any rights in any third parties or any other persons other than the parties to this Agreement and their permitted successors and assigns.

16. **Counterparts.** This Agreement may be executed in two or more counterparts, each of which together shall be deemed an original, but all of which together shall constitute one and the same instrument. In the event that any signature is delivered by facsimile transmission or by e-mail delivery of a ".pdf" format data file, such signature shall create a valid and binding obligation of the party executing (or on whose behalf such signature is executed) with the same force and effect as if such facsimile or ".pdf" signature page were an original thereof.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be effective as of the Effective Date.

RECYCLOPS, INC.

By: _____
Ryan Smith, Chief Executive Officer

[CUSTOMER]

By: _____
[NAME], [TITLE]

ATTEST:

By: _____
[NAME], [TITLE]

(SEAL)

ATTACHMENT 1 (Budget)

Budget: Aitkin County

Cost Category	Cost (\$/unit)		Quantity (quantity/unit)		Grant Funds	Total Match	Total Budget
Objective 1							
Task A:							
Disseminate print participant recruitment materials via transfer stations (500 copies X \$.5/copy) ,	\$30.00	hour	75	hours	\$2,250.00	\$0.00	\$2,250.00
Disseminate print participant recruitment materials via tax bill stuffer (4,600 copies X \$.5/copy) ,	\$0.50	copy	500	copies	\$250.00	\$0.00	\$250.00
Disseminate digital participant recruitment materials via: county email listserv, school district email listserv, partnership with health care system HR department, county/city websites and social media (no cost)	\$35.00	hour	10	hours	\$0.00	\$350.00	\$350.00
Total Task A					\$2,500.00	\$350.00	\$2,850.00
Task B:							
Participants complete online or phone opt-in subscription forms	\$5.00	month	1250	households	\$0.00	\$62,500.00	\$62,500.00
							\$0.00
Total Task B					\$0.00	\$62,500.00	\$62,500.00
Objective 1 Total					\$2,500.00	\$62,850.00	\$65,350.00
Objective 2							
Task A:							

Employment opportunity promoted via local unemployment agency, newspaper ad, social media ad, county/city website, Central Lakes College and Aitkin High School	\$150.00	ad	3	ads	\$450.00	\$0.00	\$450.00
Total Task A					\$450.00	\$0.00	\$450.00
Task B:							
Virtual orientation for drivers takes place in April and May 2022	\$0.00	NA	NA	NA	\$0.00	\$0.00	\$0.00
Total Task B					\$0.00	\$0.00	\$0.00
Objective 2 Total							
					\$450.00	\$0.00	\$450.00
Objective 3							
Task A:							
Recyclops bags distributed to opt-in participants during driver orientation	\$0.00	NA	NA	NA	\$0.00	\$0.00	\$0.00
Total Task A					\$0.00	\$0.00	\$0.00
Task B:							
Drivers conduct biweekly pick up schedules	\$7.00	month	1250	households	\$87,500.00	\$0.00	\$87,500.00
Total Task B					\$87,500.00	\$0.00	\$87,500.00
Objective 3 Total							
					\$87,500.00	\$0.00	\$87,500.00
Objective 4							
Task A:							
Distribute online survey via email (up to three times) to participant email addresses	\$0.00	NA	NA	NA	\$0.00	\$0.00	\$0.00
Total Task A					\$0.00	\$0.00	\$0.00
Task B:							
Conduct phone surveys with participants who do not respond via email	\$35.00	hour	25	hours	\$875.00	\$0.00	\$875.00
Total Task B					\$875.00	\$0.00	\$875.00
Objective 4 Total							
					\$875.00	\$0.00	\$875.00

Objective 5							
Task A:							
An interim report will be submitted within 1 year of the execution of the grant agreement	\$0.00	NA	NA	NA	\$0.00	\$0.00	\$0.00
Total Task A					\$0.00	\$0.00	\$0.00
Task B:							
A final report will be submitted 1 month prior to the end of the grant agreement	\$0.00	NA	NA	NA	\$0.00	\$0.00	\$0.00
Total Task B					\$0.00	\$0.00	\$0.00
Objective 5 Total					\$0.00	\$0.00	\$0.00
Project Total					\$91,325.00	\$62,850.00	\$154,175.00



520 Lafayette Road North
St. Paul, MN 55155-4194

Greater Minnesota Recycling and Composting Grant Application and Workplan

Doc Type: Grant Application

Instructions: Read the complete *Request for Proposal (RFP)* and other associated documents before submitting this application.

Check the [SWIFT Supplier Portal](#) and the Minnesota Pollution Control Agency (MPCA) [Environmental Assistance \(EA\) Grant Program webpage](#) for the most recent updates on questions and answers to this solicitation.

Applications are due no later than 2:00 p.m. Central Time on Tuesday, January 11, 2022.

Submit application (as Microsoft Word and Excel documents) per the instructions listed in Section 7 and 8 of the RFP.

Part 1-Applicant information

Applicant: Aitkin County, Minnesota

Address: 307 2nd St. NW, Room 219

City: Aitkin State: MN Zip code: 56431

Mailing address (if different): NA

City: NA State: NA Zip code: NA

Project contact: Andrew Carlstrom Title: Environmental Services Director

Email: Andrew.carlstrom@co.aitkin.mn.us Applicant's website: https://www.co.aitkin.mn.us/departments/enviro-svcs/enviromentalSvcs.html#gsc.tab=0

Phone: 218.927.7342 Fax: NA MN House District: 10B

	Yes	No
1. Is applicant the sole source of matching funds for this project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If no, is supporting documentation of secured matching funds attached?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Is applicant governed by a Board/Council?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If yes, does this submittal include necessary board resolution(s)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Has applicant ever received MPCA grant funding before?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. Is applicant in compliance with Minnesota's tax and environmental regulatory requirements?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If no, explain:		

Grant amount requested:	\$ 91,325.00	+ Match:	\$ 62,850.00	= Total project cost:	\$ 154,175.00
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Part 2-Project details (Provide clear and complete responses.)

1. Project Title: **A novel service model to increase access to household recycling in Aitkin County, MN**

2. Project Description: Include a brief project description including need/purpose, what is being proposed, how progress and success will be measured:

Aitkin County, MN is a rural county of about 7,680 households located about two to three hours north of Minneapolis. The county's residential recycling services are in a current state of flux due to the change of its three-decade-old recycling service provider Garrison Disposal who operated the county recycling center. In March of 2021, Garrison Disposal opted-out of their contract to operate and maintain the county's recycling center. Two county-owned drop-off locations remain as the only option for most residents to recycle household recoverable materials. Garrison Disposal does still offer curbside recycling to about 500 households in the most southern part of Aitkin County, with monthly charges averaging between \$30 to \$40 dollars per month for weekly pick up. The county has contracted with Waste Management to manage the southern drop-off location, and with Countryside Disposal to manage the northern drop-off location. Those contracts cost the county about \$142,000, annually, and residents may need to drive upwards of 30 minutes to reach a drop-off location. With this proposal, Aitkin County seeks to make curbside recycling more accessible to all county residents by implementing an innovative curbside residential recycling service option alongside grant project partner Recyclops.

Utah-based Recyclops serves over 100 U.S. communities with curbside recycling services who otherwise wouldn't have access to a residential recycling program. Recyclops helps communities avoid the large capital equipment and administrative costs of traditional municipal recycling programs by using an Uber-style pick up service. Residents sign up for a weekly or biweekly subscription curbside recycling service, and Recyclops hires local drivers with any size vehicle who then pick-up the recyclables and deliver them to area transfer stations or materials recycling facilities (MRFs).

For the proposed project, Aitkin County and Recyclops will collaboratively recruit about 1250 households to sign up for a ten-month (March-December) Recyclops subscription. The subscription will come at a discounted rate of \$5/month, subsidized by the grant funding. The full cost of a Recyclops monthly payment ranges from \$12-\$25/month, depending on the frequency of service. Recyclops will hire local residents as pick-up personnel. The 10-month period will test the appetite of Aitkin County residents to continue the Recyclops curbside recycling service model.

The goals of the project are twofold:

- (1) Increase the county household recycling rate from between 20% to 35% by contracting with Recyclops to provide 1,250 Aitkin County residents with access to curbside recycling services.
- (2) Test the efficacy of Recyclops' Uber-style curbside recycling services for continuance in Aitkin County and replicability in other Minnesota communities

Success will be measured by participation numbers, volume of materials recovered versus historical baselines, as well as resident feedback to continue services beyond the scope of the grant project period.

3. What assets and resources are available to implement this project, including project readiness:

Andrew Carlstrom, Aitkin County Environmental Services Director is fully onboard to pilot the innovative curbside recycling service in collaboration with the Recyclops team. Carlstrom has received requests from citizens and has brainstormed about the change in services since the change in the county's previous service provider. He is committed to providing its residents with a more accessible option than the two transfer stations. Recyclops' ability to recruit and manage resident participants, hire local drivers and communicate directly with Waste Management and Countryside Disposal (current transfer station managers) relieves the county from any additional administrative and fiscal duties related to increasing recycling services to residents.

Because Recyclops operates similar services in over 100 communities nationwide, they have a full team in place to begin services immediately in Aitkin County. Recyclops is fully in-tune with MRFshed ecosystems, and knows how to communicate and work collaboratively with the county's existing transfer station infrastructure and hauler/processor contractors. Nothing will change regarding use of county transfer stations and managing contractors. Recyclops will continue to bring resident materials to the two transfer stations.

4. What anticipated operating and maintenance costs will be incurred by your project, and how will you address those? Specifically describe how you will address such operating and maintenance costs for the duration of the project, and how the project will be sustained after the conclusion of the grant:

Anticipated operating expenses are the costs to employ local drivers to pick up materials. Those costs are covered by resident subscription service charges. The proposed pilot will cost opt-in resident participants \$5/month, or \$50 for the ten-month service. Grant funding will supplement monthly service costs for the first ten months (March-December 2022). At the end of the pilot period, participants will provide feedback via a survey to determine if they would like to continue services at the normal rate of \$12-\$25/month, based on frequency of services and collection of glass as an add-on. Based on that feedback and the increase in volume of materials collected versus previous years, the county can also have data on-hand to decide if they wish to continue to supplement subscription costs in some amount. Services will be sustained beyond the conclusion of the grant based on resident feedback and the county's decision to continue services.

No maintenance costs will be incurred by the project. The only additional one-time expenses are those to communicate with residents for participant recruitment and project feedback. These will not be reoccurring expenses in the long-term.

5. What are the potential barriers or challenges to successful implementation of this project, and how will they be addressed. Please include how this project will utilize new or innovative strategies or technologies.

Lack of resident opt-in participation is the biggest potential barrier or challenge to the successful implementation of the project. Based on the fact that residents have access to only one vendor-operated curbside service in southern Aitkin County, we feel that residents would be eager to have more options for these services. We've also set a reasonable participant maximum (1,250), which only represents about 16% of Aitkin County households. Based on opt-in participation in existing Recyclops communities, in addition to the low \$5/month cost, we feel that we can successfully recruit the allotted number of participants.

Recyclops does not anticipate any logistical barriers to project implementation. Hiring drivers has not been a problem in other communities that Recyclops serves. Recyclops drivers average around \$25/hour, a significantly higher hourly rate than the county's current \$19/hour median hourly wage. Schedules are also exceedingly flexible. If for some reason we do struggle to hire drivers, we will simply lessen the frequency of pickup services.

Recyclops' innovative Uber-style curbside recycling service has never been tested in the state of Minnesota. The service model had proved very successful over the last few years as commodity market changes pressed many U.S. communities to stop services when they could no longer incur the expenses of curbside recycling services. The Recyclops model offers a less capital-intensive way to offer curbside services to residents who for one-reason-or-another may not have access to curbside services. Testing the efficacy of the Recyclops model in Aitkin County can provide a case study for other rural and urban areas of Minnesota to consider this type of model in their communities.

6. Describe the education component of the proposed project and how your organization will communicate the results of the project, including details on the intended audience for this messaging, topics and outreach strategies?

Initial communication to recruit residents into the program will take place multiple ways. Information will be disseminated at the transfer stations, local newspapers, sent out via existing resident email listserv, and promoted via the county website and social media. Aitkin County residents do trend older as a demographic, so efforts will be made to ensure those who do not prefer to use digital communication can still participate. Recyclops will implement a phone campaign to at least a portion of the county population during the recruitment period to ensure engagement with those less inclined to use digital communication. Efforts will also be made to engage the Mille Lacs Band of Ojibwe who have land in Aitkin County.

Once recruited, opt-in participants each receive a print welcome packet that describes their services, including what materials are and are not acceptable for recycling. Recyclops subscribers also receive access to the Recyclops app to manage service needs, pick-up times and a search function to learn about what is acceptable for recycling in their community.

In the final two months of the project, opt-in participants will be asked to provide feedback about the continuance of services via survey. The survey will be disseminated via email and/or phone, based on participant preference. Results of the survey and total amounts of materials recovered will be disseminated to participants, the County Board of Commissioners and for grant reporting purposes.

7. Will your proposed project directly serve areas of concern for environmental justice? (Please use the map link below to determine if your area, or the area you serve, meets these criteria)

<http://mpca.maps.arcgis.com/apps/MapSeries/index.html?appid=f5bf57c8dac24404b7f8ef1717f57d00>.

Yes No

If yes, please list those areas and describe how your project will actively focus work within these communities during the grant project including specific community, communication strategies, activities and sustainability (e.g., added inclusion, operational changes, implementation of program(s), educational materials in different languages):

A large portion of Aitkin County is considered as having increased concern for environmental justice based on the fact that at least 40% of residents reported income less than 185% of the federal poverty level. The economic situation of the county is largely a result of the county's aging demographic characteristics. Residents aged between 65-74 (2,874) represent the largest segment of Aitkin County residents, followed by the 55-64 segment (2,421) and 75-84 segment (2,059). While there is very little ethnic diversity (95% white), the population of non-white residents has grown on average about 125% between 2000 and 2018 (most recent data available, U.S. Census, American Community Survey). The largest segment of the non-white population are individuals who are American Indian or Alaskan Native (2.2%).

We believe that curbside recycling service is an important option for Aitkin County residents given its older demographic of residents. Older individuals may be less likely to be able to physically move materials from their home to a drop-off location, especially given Minnesota winter road conditions. The proposed project will also make a strategic effort to engage the county's population of older individuals who may be less likely to use digital forms of communication. Phone communication will be used to recruit participants who may not use email, social media, or who are not directly engaged with a local employer.

Part 3-Anticipated environmental outcomes

Table 1: Anticipated environmental outcomes

Description	Baseline annual quantity before project (tons/yr)	Estimated change in annual quantity from project objectives (tons/yr)	Estimated annual quantity at end of project (tons/yr)	Estimated economic savings (total dollars)	Estimated greenhouse gas reduction
Solid waste (MSW)	9776.7 tons/yr	-724 tons/yr	9,052.7 tons/yr	\$47,060 (based on \$65/tipping fee)	2,061MTCO ₂ E
Recycling	1660.1 tons/yr	+724 tons/yr	2,384.1 tons/yr	unknown	226MTCO ₂ E (Additional savings)
Learning outcome: Understand resident needs	Annual data shows that the county's recycling rate is around 17%-20%. The pilot intends to learn about the desire for participation in the local recycling program.	+15%-18%	Recycling rate of 35%	As shown above in MSW by decreasing the total MSW going to landfill and avoiding those tipping fees. Current contracts to move recyclables from drop-off locations to MRFs would not increase per an increase in recyclables.	Same as above for MSW/ Recycling
Learning outcome: Determine if the Recyclops Uber-style driver model is more cost and services-efficient than a traditional contract with one hauler to serve Aitkin County's large geographic area and diffuse population.	Waste Management and Countryside Disposal already charge the county about \$142,000 to move recovered materials from the two drop-off locations to regional MRFs. Garrison Disposal currently charges a small number of county residents between \$30/40 for curbside services. Baseline costs for Recyclops services are \$12/month per household.	Unknown	We will ask all area service providers to offer a quote for county-wide service to determine differences in cost.	Unknown	Unknown
Learning outcome: Identify benefits of the Recyclops service model as compared to a traditional equipment-intensive curbside	Current household recycling models in the U.S. lack innovation. Recyclops offers an opportunity to decrease the physical infrastructure normally associated with	Unknown	We will learn about the logistical ability of the Recyclops model as a case study for replication in	Unknown	Unknown

service model to serve diffuse populations over a large geographic area.	household recycling programs.		other Minnesota communities.	
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Part 4- Experience and qualifications

1. Describe applicant’s experience and qualifications related to implementing and completing proposed project:
 Aitkin County has a strong track record for providing environmental services to residents. Diligent record-keeping over the past three decades provides this project with accurate data to reflect baseline historical tonnages of materials recovered from Aitkin County households. The county's Environmental Services Director Andrew Carlstrom is new to the county team as of early 2021. He comes to the position with years of city management and infrastructure experience, almost 20 years as a commissioned officer in the military, and a year of learning the ins-and-outs of the existing county solid waste management systems. Carlstrom was responsible for engaging Waste Management and Countryside Disposal as recycling contractors for the two county-owned transfer stations when the county’s recycling service provider of three decades opted out of their contract in March 2021, one year before the contract end date. The county has not been a recipient of the Greater MN Recycling and Composting grant, but has received and managed state grants in the past. The county was a pre-existing member of the MN Swift supplier portal, and the county’s finance director has experience managing financial reimbursement transactions using the portal.

2. Will anyone outside your organization be responsible for work performed? Yes No

If yes, provide name of organization(s) and contact information, experience, and qualifications related to proposed project. Describe the role of the outside organization(s) in the project:

Recyclops, Inc. will administer and manage the majority of proposed project activities. Recyclops currently serves residential and commercial customers in more than 170 cities in 18 states who recycle about 350,000 tons of recyclables each month. The Recyclops team consists of 60 staff members who implement every stage of Recyclops services – from sales and marketing through hiring drivers, maintaining relationships with local processors and developing and managing the technology drivers use to coordinate pick up schedules – Recyclops has the ability to manage the Aitkin County project implementation in collaboration with the county’s Environmental Services Coordinator Carlstrom. For the proposed project, Carlstrom and a Recyclops team lead will coordinate participant recruitment. Once recruited, Recyclops will manage project activities for the one-year project duration. Carlstrom will maintain his normal duties overseeing the county’s two transfer stations. Dennis Wise, Recyclops’ VP Business Development & Sales, is the Recyclops contact for this project. He can be reached at dennis@recyclops.com or 832.656.0327.

Part 5-Workplan

(Goal, objectives and tasks)

Goal statements:

#1: Increase the county household recycling participation rate from 20% to 35% by contracting with Recyclops to provide 1,250 Aitkin County residents with access to curbside recycling services.

#2: Test the efficacy of Recyclops’ Uber-style curbside recycling services for continuance in Aitkin County and replicability in other Minnesota communities

Objective 1 of 5: Participant recruitment: Recruit 1,250 Aitkin County residents to opt-in to ten months (March-December 2022) of Recyclops curbside recycling services.

Task A: Disseminate participant recruitment materials via the following campaigns: Print materials at transfer stations, county email listserv, school district email listserv, partnership with health care system HR department, county/city websites and social media.

Task B: Participants complete online or phone opt-in subscription forms

Objective 1 Timeframe: February 2022-March 2022
Objective 1 Total: Grant: \$2,500 Match: \$62,850 Total: \$65,350

Objective 2 of 5: Driver recruitment: Recyclops will hire at least five local drivers and provide driver orientation

Task A: Employment opportunity promoted via local unemployment agency, newspaper ad, social media ad, county/city website, Central Lakes College and Aitkin High School

Task B: Virtual orientation for drivers takes place in February or March

Objective 2 Timeframe: February 2022-March 2022

Objective 2 Total: Grant: \$450 Match: \$0 Total: \$450

Objective 3 of 5: Services implementation: Recyclops drivers conduct biweekly curbside pick up services for the 1,250 participants for ten months (March-December)

Task A: Recyclops bags distributed to opt-in participants during driver orientation

Task B: Drivers conduct biweekly pick up schedules

Objective 3 Timeframe: March 2022-December 2022

Objective 3 Total: Grant: \$87,500 Match: \$0 Total: \$87,500

Objective 4 of 5: Evaluation: 1,250 participants will provide end-of-program feedback

Task A: Distribute online survey via email (up to three times) to participant email addresses

Task B: Conduct phone surveys with participants who do not respond via email

Objective 4 Timeframe: November 2022-December 2022

Objective 4 Total: Grant: \$875.00 Match: \$0 Total: \$875.00

Objective 5 of 5: Reporting: Aitkin County will submit the two required project reports per the grant agreement requirements

Task A: An interim report will be submitted within 1 year of the execution of the grant agreement

Task B: A final report will be submitted 1 month prior to the end of the grant agreement

Objective 5 Timeframe: June 2022-January 2023

Objective 5 Total: Grant: \$0 Match: \$0 Total: \$0

Required documents

1. Complete project work plan (*included in this application, submitted in Microsoft Word*)
2. Complete anticipated environmental outcomes and other measurements table (*included in this application, submitted in Microsoft Word*)
3. Complete budget (*submitted in Microsoft Excel*)
4. Attach supporting documents
 - a. Letter(s) of support (if applicable) Yes
 - b. Proof of matching funds Yes
 - c. Board/Council resolution (see below, if applicable) Yes