



2009-2010 Waste Reduction Education Grants

Calling all teachers! There is still time to apply for the 2009 school year Waste Not Grant Program! The deadline is October 1, 2009. This grant is designed to implement or improve school waste reduction. \$500 will be given to four Flathead County schools to teach your students the importance of Reduce, Reuse, Recycle and become responsible stewards of the Earth.

Applications must be received by Oct. 1, 2009, and will be awarded by November 1, 2009 to applicants meeting criteria.

Need help with ideas or format?

The Waste Not Project has adapted* project plans for several projects which you can download from our web site at:

www.wastenotproject.org Project plans include:

- Worm composting • Recycling containers
- Waste-free lunch kits • Exchange station
- Library resources

For more information contact:

Waste Not Project Director:

Mayre Flowers

(406) 756-8993

Mayre@flatheadcitizens.org

* This grant form and ideas were adapted from Metro, a regional government body that serves more than 1.3 million residents in Oregon's Clackamas, Multnomah and Washington counties, and the 25 cities in the Portland, Oregon, metropolitan area.



Waste Reduction Education 2008 -2009 Grant Application

Grant applications for waste reduction education projects must be received by October 1, 2009. Four projects will be funded this year, and grants will be awarded by November 1, 2009. Successful applicants will receive a check for their school in the amount of \$500 for the project described in this application. **A report on the project and how grant funds were spent will be due May 15, 2010.**

Selection criteria

The following criteria will be considered in the selection of schools for grants in 2009.

1. The project must involve students and staff in waste reduction efforts.
2. The grant must be used to improve school waste prevention and/or recycling programs.
3. The grant must be designed to give waste prevention efforts permanence.
4. The project must be structured to provide measurable objectives and data.
5. The budget for the project must be reasonable and complete.
6. The application is complete.
7. The applicant has secured at least some matching funds from the school, PTA, local business, or other sources.

A completed application will have the following:

- Project Description
- Signed Invoice
- Signed Commitment

(You may fill out the forms electronically before printing and signing)

For project ideas visit:

www.wastenotproject.org

www.metro-region.org/article.cfm?ArticleID=539

Send completed application to:

Mayre Flowers, Waste Not Project Director
P.O. Box 771, Kalispell, MT 59903

PROJECT DESCRIPTION

Applicant information

Name _____	School _____	Position _____
Phone _____	FAX _____	
E-mail _____	Best time to reach _____	

1. Briefly describe your school's current recycling program:

- a. Who are your garbage and recycling haulers? _____
- b. Who is responsible for overseeing your school's garbage and recycling program?

- c. How much and how often are garbage and recycling collected?

- d. What materials are currently recycled? _____

- e. How are materials collected from classrooms, offices, cafeteria, etc.? _____

2. Describe the problem your project is addressing: _____

3. List clearly achievable goal(s) to address the problem: _____

4. How will the goal(s) be achieved?

a. Who will be involved?

b. What activities are planned? _____

c. What is the timeline for these activities? _____

d. How will results be shared with others? _____

5. What are your plans to get others on board or increase compliance with the project?

For example: posters in hallway or other visual media, assembly presentations, staff presentations, lunchtime activities, curriculum integration, other creative ideas?

6. How will the success of your project be measured, and how often?

For example: waste audits, surveys, quizzes, other creative ideas?

7. What are your plans to share your successes and inspire others?

For example: presentations to school staff, parent group, other community groups, other schools?

GRANT COMMITMENT FORM

I, _____, the project coordinator for the proposed waste reduction project titled, _____, being implemented at _____ school, commit to the following actions in exchange for receiving \$500 in grant funds from the Waste Not Project.

I WILL:

1. Work to achieve the following goal(s) for our project:

2. Increase the success of our project through the following outreach activities:

3. Commit to measure the ongoing progress and success of our project by:

4. Spend the funds in the manner outlined by my proposal and provide receipts to the Waste Not Project.

5. Provide pictures of the project and quotes from students, staff and/or parents.

6. Send in a final report by the due date of May 15, 2009.

Signed _____ Date _____

*NOTE: ** If there are any major changes to the project, you must contact the Waste Not Project for approval. ** If the above conditions are not met, the Waste Not Project reserves the right to ask for reimbursement of grant funds.*

Waste Reduction Education School Grant
INVOICE

PAY TO:

School _____ Address _____

Attention _____

Materials/supplies	Vendor name/address/phone	Quantity	Cost/item	Total cost
Professional Services	Name/address/phone	Number of hours	Cost	
Total school grant				\$500

In-kind contributions	Name/address/phone	Amount	Value
Total in-kind			\$

Grant recipient understands that the Waste Not Project will not exercise control in the administration of this grant. Recipient agrees that it is not an agent of the Waste Not Project and further agrees to carry the appropriate insurance for the activities provided for in the grant application.

Applicant signature/date

Principal signature/date

WNP USE ONLY

GRANT REPORT FORMAT

Due: May 15, 2009

Continued funding of this grant program depends on documentation of results from school projects. Help us help other schools by completing your grant report. This is a guideline for writing your report. You may address these items in any order, but please make sure that every item is addressed.

School name and address:

Project Coordinator:

Contact information (phone number, email):

Description of project

- 1) Problem addressed by your project
- 2) Project goals
- 3) Project structure
 - Who was involved?
 - What activities were implemented?
- 4) Outreach
 - What efforts were made to let others know about your project?
 - Was there any instruction about the project incorporated into curriculum? What? How?
- 5) How was the success of your project measured? How often?
- 6) What materials/services were purchased? (include copies of receipts)
- 7) What challenges were encountered? (if any)
 - Overcoming resistance from students, staff, administration?
 - Problems with materials?
 - Unanticipated occurrences?
- 8) What successes did you have? Be specific and include:
 - Amounts of materials diverted from garbage to recycling
 - Amount of garbage reduced
 - Positive quotes from students/staff/parents
 - Photos of staff and students engaging in project
- 9) How did you share these successes with others?
- 10) Plans for the future
 - What are the plans for maintaining this project the following year?
 - What will become of any materials purchased?
 - What would you recommend to others that might want to try this project?

Send completed summaries to:

Mayre Flowers, Waste Not Project Director
P.O. Box 771, Kalispell, MT 59903