



## 2014 Community-Scale Composting Grant

The Manhattan Solid Waste Advisory Board (MSWAB), Manhattan Borough President Gale Brewer, and Citizens Committee for New York City invite you to apply for a grant to start, expand, and grow composting programs!

### Eligibility Requirements:

- Completed proposal submitted by March 28, 2014
- Community association, community garden, friends of park group, housing development group, nonprofit, school, college/university, hospital, or private business
- Group must have permission to start or expand this project in the form of a letter of support or contract
- Groups can be located within any of the five boroughs of New York City

### Available Funds:

Small grants, ranging from \$100-\$750 will be available to awardees

### Applications:

Send completed proposal to Sabine Bernards at [sbernards@citizensnyc.org](mailto:sbernards@citizensnyc.org) no later than March 28, 2014

For more details, visit <http://www.citizensnyc.org/grants/composting-grant>. If you have any questions, please contact Sabine Bernards at 212-822-9578 or [sbernards@citizensnyc.org](mailto:sbernards@citizensnyc.org). Grants will be announced by April 28, 2014



## **2014 City-Wide Community-Scale Composting Grant**

Manhattan Solid Waste Advisory Board (SWAB) & Citizens Committee for New York City

### **Background**

The Manhattan Solid Waste Advisory Board (MSWAB), a citizen advisory board appointed jointly by Manhattan Borough President Gale Brewer and New York City Council members representing districts in Manhattan, announces its 4<sup>th</sup> Annual Community-Scale Composting Grant to provide funding assistance for community, small-scale organic waste diversion initiatives across the city in 2015.

The SWAB membership consists of individuals from community boards, recycling and carting industries, environmental organizations, property owners, tenant organizations and members of the general public. The MSWAB advises the Manhattan Borough President, City Council and City administration regarding the development, promotion and operation of the city's recycling program. Recommendations for the city's recycling program include methods to encourage greater participation, educate the public and increase waste diversion rates.

Citizens Committee for New York City works with a wide network of grassroots groups across the five boroughs, supporting resident-led groups working in low-income neighborhoods undertaking projects addressing issues that they identify as important to them. In 2013, we awarded over \$900,000 in grants and provided hundreds of hours of skills-building workshops and project-planning assistance to 482 resident-led groups. In addition to grants, Citizens Committee provides resources, workshops, and project planning assistance to resident-led groups from across New York City.

The Manhattan SWAB, the Manhattan Borough President's Office, and the Citizens Committee believe that organic waste diversion is central to increasing the city's residential recycling diversion rate. The NYC Department of Sanitation's (DSNY) Bureau of Waste Prevention, Reuse and Recycling (BWPRR) has supported the NYC Compost Project since 1993, providing outreach and education for NYC residents, nonprofit organizations, and businesses. In 2012, BWPRR expanded the NYC Compost Project and launched the Local Organics Recovery Program to provide NYC residents with a range of food scrap drop-off opportunities and insuring that collected materials are composted locally. In addition, DSNY and the Department of Education are currently piloting a food waste collection program in over 300 Manhattan, Brooklyn, and Staten Island public schools, as well as 21 large residential buildings and 11 city agency locations. The Manhattan SWAB would like to build on the Bureau's efforts to help foster community based compost programs in all five boroughs by providing small grants to qualifying organizations.

Since 2011 Citizens Committee for New York has partnered with the MSWAB to offer such programs, effectively doubling the resources that this program can offer to community based composting initiatives. In three years, the program has granted over \$40,000 to 66 groups to undertake composting projects in their neighborhoods. In 2011 and 2012, grantees were located only in the borough of Manhattan. In 2013, in response to the citywide interest in composting, the grant was expanded to include all five boroughs.

Since the recycling of organic materials is a natural process, that if properly managed will provide compost, a natural soil amendment, we believe on-site composting systems can deliver many environmental benefits. Compost increases the nutrient content and moisture retention of soil and can also eliminate the need for chemical fertilizers. Diverting compost from landfills prevents the production of methane gas, a potent greenhouse gas, and the formulation of leachate from landfills. Additionally, composting can offer economic benefits.

### **Applications**

Send completed proposal no later than **March 28, 2014**.

Email:

sbernards@citizensnyc.org

Mail:

Citizens Committee for New York City

Attn: Sabine Bernards

77 Water Street, Suite 202

New York, NY 10005

For more details, please refer to the pages below. If you have any questions, please contact Sabine Bernards at 212.822.9578 or sbernards@citizensnyc.org. All selections will be made solely by the members of the Manhattan Solid Waste Advisory Board (SWAB) and Citizens Committee, and awards will be announced by **April 28, 2014**.

### **Goals**

- Provide funding assistance for community, small-scale organic waste diversion initiative in all five boroughs
- Encourage initiatives that utilize environmentally preferable alternatives to long-distance waste export while also protecting our water bodies from excessive nutrient loading
- Promote initiatives that generate soil amendments for gardens, parks, street trees, landscaping and/or are marketed as a product

### **Available Funds**

Small grants, ranging from \$100 to \$750 will be available to awardees.

### **Eligibility Requirements**

- Completed proposal submitted by **March 28, 2014**
- Community association, community garden, friends of park group, housing development group, nonprofit, school, college/university, hospital, or private business
- Site(s) for initiative must be located entirely in the five boroughs of New York City
- Previous compost grantees may apply to expand or continue their past work
- Group must have permission to start or expand this project in the form of a letter of support or contract

### **Limitations**

Funds should be used for building/purchasing equipment and tools for a compost system as well as signage or other resources for community outreach. Funds cannot be used for planning or personnel expenses. Awardees must assume all liability for their projects and execute an agreement governing the project.

### **Selection Criteria**

- Completeness of proposal requirements (application)
- Ability to recreate model in other neighborhoods
- Ability to educate target audience about the value of composting
- Total estimated diversion rate
- Ability to quantitatively track outcomes of the initiative (roughly measure the amount of food scraps diverted)
- Ability to financially sustain the initiative/present a cost effective model
- Ability to realize project, i.e., site permissions, track record of group

# Application

## Section 1: General Information

1. What is the name of your group or school?
2. What is your project's name (if any)?
3. Please list **two** contact names for your group, including primary phone numbers and emails.  
Contact 1 Name:                      Contact 1 Phone #:                      Contact 1 Email:  
  
Contact 2 Name:                      Contact 2 Phone #:                      Contact 2 Email:
4. What is your group's mailing address? (You must be able to receive mail at this address).
5. Is the mailing address in the neighborhood in which the group works? If not, list an address in this neighborhood. (Mail will not be sent there).

## Section 2: Tell Us More About Your Group

1. In what neighborhood(s) and borough(s) does your group work?
2. When was your group formed – month and year?
3. If your group is new, is this the first project it is undertaking?
4. If your group is affiliated with a staffed organization, what is the name of that organization?
5. Does your group have 501(c)(3) status? (*Note: groups are not required to have this status to receive a grant. If your group's 501(c)(3) application is pending, please state that.*)
6. If your group is on the web (Facebook, website, blogs, etc.), please list the URLs.

7. Please briefly describe your group's purpose, history, and accomplishments (maximum: two short paragraphs).

8. List your neighborhood's...

Community Board #:

State Senator:

Congressional Representative:

Council Member:

Assembly Member:

*If you do not know the above information, please visit <http://maps.nyc.gov/doitt/nycitymap/> to find your elected officials.*

### **Section 3: Tell Us About Your Project**

*Please note that from this point forward, all the questions relate to the one specific project for which you are submitting this application, and not to your group as a whole.*

1. Describe your project and its goals (maximum one page). *Include drawings or schematics as additional attachments, if applicable.*

2. What experience do you have with composting? Indicate your level of expertise and/or plans for training.

3. How will you measure the success of the project?

4. How will you measure the amount of food scraps collected? What is your estimate of food scraps and organics that will be collected over the course of the project?

5. How will you conduct outreach and compost education to your community?

6. Please list all volunteers and/or partners who will participate in the project.

7. How does the group plan to sustain the project after the initial grant funding?



## Section 6: Letter of Support & Permission

Please attach a letter of support from a community leader, partner organization, garden leadership, or another relevant source that indicates support and permission for the compost project.

How did you hear about the Compost Grant? *Please note that your response does not influence our decision about your application.*

Borough President

Blog (*What blog?*)

Community Board

Community Council

Community event

Community organization (*What organization?*)

Friend/Colleague

Elected official

Internet (*What site?*)

Newspaper (*What newspaper?*)

Radio/Television (*What station?*)

Word of mouth

Other (*Describe!*)

**Congratulations, you've completed the application! Please fill out the last page and sign the bottom to verify your submission.**

## FUNDING APPLICATION

NOTE: This application must be completed by all organizations requesting funding from the Manhattan Solid Waste Advisory Board, the Manhattan Borough President and Citizens Committee for New York City. Please return this Cover Sheet and Proposal to: [sbernards@citizensnyc.org](mailto:sbernards@citizensnyc.org).

SUBMISSIONS MAY BE HAND DELIVERED, POSTMARKED OR EMAILED BY 5PM ON MARCH 28, 2014. MAILING AND DELIVERY ADDRESS IS CITIZENS COMMITTEE FOR NEW YORK, ATTN: SABINE BERNARDS, 77 WATER STREET, SUITE 202 NEW YORK, NY 10005

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### Section A. Organization Information

Legal Name of Organization or Name of Fiscal Conduit \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Community Board of Org. \_\_\_\_\_ Neighborhood of Org. \_\_\_\_\_

Org. Website \_\_\_\_\_ Org. Email \_\_\_\_\_ Organization Phone \_\_\_\_\_

Size of Organization: The organization's budget for its current fiscal year is \$ \_\_\_\_\_

### Contact Person

Name \_\_\_\_\_ Title \_\_\_\_\_ Telephone \_\_\_\_\_

Fax \_\_\_\_\_ Email \_\_\_\_\_

### Secondary Contact:

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_ Email: \_\_\_\_\_

### Section B. Program/Project Information

Program/Project Title \_\_\_\_\_

Program Implementation Dates \_\_\_\_\_

Amount Requested \$ \_\_\_\_\_

### Section C. Certification of Authorization to Submit and Application Completeness

I certify that:

- I am authorized by the organization seeking funding to complete and submit this request for funding on behalf of the organization;
- I took reasonable steps to make sure that the information on this form is complete, true, and accurate.
- No board member, officer or person in a position of managerial control in the organization seeking funding is a member of the Manhattan Solid Waste Advisory Board or employee of the Manhattan Borough President's Office or is a child, parent, sibling, spouse or domestic partner of a member of the Manhattan Solid Waste Advisory Board or of an employee of the Manhattan Borough President's Office.

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Authorized Official: Signature

Date

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Authorized Official: Print Name

Title