



# REGIONAL DISTRICT OF NORTH OKANAGAN

PROCEDURE NO: CS-004

ReTHINK Waste Project Grant Procedure	
Approval Date:	October 16, 2019
Amendment Date(s):	August 4, 2020

## PURPOSE

To provide guidelines for Rethinking Waste Project Grants, including eligibility, application process, and reporting requirements.

## DEFINITIONS

**Capital Improvement** is the addition of a permanent structural improvement or the restoration of some aspect of a property that will either increase its useful life or enhance its value for existing or planned use.

**Circular Economy** moves beyond the conventional linear take-make-waste industrial model and designs waste out of the system. It involves sharing, leasing, reusing, repairing, refurbishing and recycling existing materials as long as possible.

**Project** is an individual or collaborative enterprise that is carefully planned and designed to achieve a particular aim, which may be one-time and may be characterized by:

- an initiative that reduces waste
- one-time capital improvement that will support on-going waste reduction initiatives
- new or innovative approaches to reducing waste
- engaging and inspiring the public to rethink the waste they produce and reduce it

**Publicly Accessible** means all members of the public can access the benefits of the Service without discrimination.

**Rethinking Waste** involves moving beyond conventional practices of separating discarded materials for recycling or disposal. Rethinking Waste challenges consumers to rethink what and how they consume and producers to rethink product design and distribution to eliminate wasted resources. There are additional benefits of conserved resources and reduced greenhouse gas emissions compared with recycling. Rethinking Waste establishes more localized economies of reusing, sharing, repairing and networks that keep products and materials in circulation and design waste out of the supply chain.

**Sharing Economy** involves the sharing or renting of items or spaces instead of owning and provides opportunities to save money while engaging in the community.

## PROCEDURE STATEMENTS

Rethinking Waste Project Grants are intended to provide funding for projects that contribute to reducing waste in assisting the RDNO to achieve its refuse disposal goal of 350kg/capita/year or less.

Preference will be given to projects that clearly demonstrate potential to reduce waste and involve innovation and collaboration across sectors and interests and have potential to contribute to Circular and Sharing Economies.

## PROCEDURES

### 1. Funding Allocation

The budget for Rethinking Waste Project Grants will be established annually by the Board of Directors.

Funding applications will be approved by the Board of Directors based on recommendations from an adjudication process.

### 2. Eligibility

In order to be eligible for Rethinking and Reducing Waste Project Grants, projects as defined above must:

- Be open and/or accessible to the public, and reach beyond the organizations members to the broader community
- Involves collaboration between local organizations and does not give commercial organizations competitive advantages over other local organizations
- Encourage Rethinking and or Reducing Waste
- Promote environmental stewardship
- Be conducted within the budget year for the funding awarded
- Be provided to RDNO residents without exclusion to anyone by reason of religion, ethnicity, gender, age, sexual orientation, language, disability or income.

Individuals, businesses, community groups and non-profit organizations, including school groups, are eligible to apply for funding.

The following organizations are not eligible to apply for funding:

- Political parties and political advocacy groups;
- Religious groups
- Third parties raising funds solely for charity or their own purposes.

An organization's operating costs, including lease payments, staffing costs or other operating expenses, will not be eligible for funding within a Project Grant.

### 3. Application and Reporting Requirements

Organizations must complete the application form, included as Schedule "A" and forming part of this procedure.

The application deadline for submission will be January 31 of 2020 for 2020 funding. For 2021 funding October 1 will be the deadline. Eligible organizations will have the opportunity to apply for project funds annually, using the application and reporting form attached and forming part of this procedure.

Specific Projects can only receive project funding for two consecutive years, and must demonstrate potential for growth to be eligible for the second year.

#### **4. Evaluations**

The evaluation committee for the Rethinking and Reducing Waste project grant will include the following:

- three RDNO staff members

RDNO staff will submit their recommendations in a report to the RDNO Board of Directors for funding approval.

Applications will be evaluated based on three areas, as follows:

*Excellence and Innovation (40%)* – focusses on application clarity, support of funding objectives (encourage the improvement of Rethinking and Reducing Waste), project innovation and confidence in project success.

*Impact (30%)* – focuses on the accessibility of the project to the RDNO community, multi-sector content (arts/culture etc.), involvement of community partners and the sustainability/contribution of the project.

*Management (30%)* – focuses on the history and ability of the applicant organization and fiscal stability.

#### **5. Evaluation Results**

Once applications have been evaluated using the developed evaluation criteria noted above, recommendations will be provided to the RDNO Board of Directors and awarded applications will be determined based on the direction from the RDNO Board of Directors.

Organizations approved to be awarded funding will receive a formal letter of funding approval.