

RECYCLING FUND GRANT APPLICATIONS

The Recycling Fund is a dedicated fund set up under Yukon's Environment Act to receive surcharges paid on designated materials such as beverage containers. A portion of the Recycling Fund is used to provide grants for projects that improve recycling programs in the Yukon by:

- ♦ resulting in higher return rates for beverage containers covered under the Beverage Container Regulations;
- ♦ improving public access to recycling facilities for beverage containers and non-refundable "blue box" recyclable materials; and/or
- ♦ increasing the efficiency of the handling and processing of recyclable materials.

This guideline provides general information on what types of projects are supported by the Recycling Fund granting program, who can apply for funding and how and when to apply. If you have a specific question about a project idea, please contact Environment Yukon (see below).

ELIGIBLE AND INELIGIBLE PROJECTS

General types of projects that may receive Recycling Fund grants include:

- ♦ Improvement and installation of facilities for the recycling of refundable beverage containers (such as pop cans, liquor bottles, tetrapaks, etc.) and/or other "blue-box" materials (such as paper, milk jugs, cardboard, plastic, etc.);
- ♦ Equipment or supplies for handling, processing or storage of refundable beverage containers or non-refundable recyclables;
- ♦ Educational programs designed to increase public awareness of and involvement in recycling; and
- ♦ Costs for changes resulting from amendments to the Beverage Container Regulations.

The following are examples of project elements that will **not** be considered for funding:

- ♦ Items covered by existing Recycling Fund agreements (i.e. depot operating costs);
- ♦ Wages for depot staff or volunteers;
- ♦ Transportation costs;
- ♦ Financial services;
- ♦ Operating & maintenance of equipment or ongoing utilities;
- ♦ Ongoing and/or routine advertising and promotional campaigns; or
- ♦ Equipment, supplies or services which do not have a significant demonstrable effect on the recycling of refundable beverage containers or non-refundable recyclables.

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WHO CAN APPLY

Project proposals may be submitted by recycling depots registered under the Beverage Container Regulation who are in good standing with Corporate Affairs. To check on the standing of your depot, contact Corporate Affairs at 1-800-661-0408 extension 5314.

HOW MUCH TO ASK FOR

You can ask for funding for any element of your project that meets the criteria. However, because funding is limited, applications that total less than \$10,000 are more likely to be approved. Preference will be given to applications that demonstrate community involvement, shared funding, attempts to minimize costs, volunteer or donated labour and materials, educational elements, and environmental benefits.

HOW TO APPLY

Fill out the Recycling Fund Grant application form or submit a proposal that addresses each component of the application form. Be sure to include detailed responses to all of the questions; the more complete your application, the better chance your project will be funded. Don't forget to include **written quotes** from suppliers and contractors for all goods and services that are to be purchased for the project (i.e. not provided by the applicant) as funding will not be approved for project elements that do not have supporting quotes.

WHEN TO APPLY

Applications are accepted in two scheduled intakes each year, in January and June. Application packages are sent out to all registered recycling depots well in advance of the deadlines so that the application and all supporting information can be gathered by that date. Normally, more funding is requested than is available, so the merits of each application are evaluated in comparison to all other applications received. **Late or incomplete applications will not be considered.**

Applications may also be considered for emergency funding on an as-needed basis.

REPORTING REQUIREMENTS

A complete Final Report must be submitted for each project before the depot will be eligible for further grants from the Recycling Fund, i.e. projects funded in the January intake must submit a Final Report by June 30 and projects funded in the June intake must submit a Final Report by January 31. Reports must include a summary of the project, copies of receipts and/or invoices showing how all of the grant money was spent, and photos if appropriate.

WHERE TO SEND APPLICATIONS AND REPORTS

Attention: Jennifer Peterson
Recycling Fund Granting Program
Environmental Programs Branch (V-8)
Box 2703, Whitehorse, Yukon Y1A 2C6

By fax: (867) 393-6205
By email: jennifer.peterson@gov.yk.ca

QUESTIONS? Call 1-800-661-0408 extension 5610, or 667-5610.