



2018 NYC Reuse and Repair Grant Application Instructions

The Manhattan Solid Waste Advisory Board (MSWAB), Citizens Committee for New York City, and Manhattan Borough President Gale Brewer invite you to apply for a grant to achieve innovative reuse and repair goals for New York City!

The **NYC Reuse and Repair grant program** supports community-based groups and individuals to start new reuse or repair projects, undertake related research projects, or initiate other activities which will help lead to reuse / repair models that can be replicated in other parts of the City.

The **goal of the grant** is to help the City of New York reuse 100% of all discarded products that can be reused, repaired, refurbished, or salvaged for spare parts, with the balance being recycled.

Eligibility Requirements

- Community and neighborhood associations; individuals; non-profits; schools; professors, researchers, and student groups at educational institutions; or for-profit small businesses
- Groups and individuals located across New York City

Available Funds

- Grants ranging from \$750--\$2000 will be available to a small number of awardees

Goals

- Increase reuse and / or repair of products and materials in NYC
- Increase repurposing of products for new uses in NYC
- Support data collection and analysis of local reuse / repair capabilities and infrastructure
- Increase understanding of reusability and repair of curbside discards
- Support education initiatives, including training for repair and repurposing
- Help create new reuse / repair / refurbishing jobs in NYC
- Bring reuse and repair to neighborhoods in all Community Districts across NYC
- Increase awareness and education of repair and reuse
- Increase donation avenues which support waste prevention

Applications

Send completed proposal to kgrassle@citizensnyc.org with a subject line of '2018 NYC Reuse and Repair Grant Application' no later than 11:59pm, October 3, 2018.

For more details, please refer to the pages below. All selections will be made solely by the members of the Manhattan Solid Waste Advisory Board (MSWAB) and Citizens Committee for New York City. **Applications are due October 3, 2018 and awards will be announced in November.**

Questions?

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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 second annual Reuse and Repair Grant to provide funding assistance for waste prevention initiatives across the city in 2018 and 2019.

The MSWAB 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 waste prevention, reuse and recycling programs. Recommendations for the city's waste prevention and reuse programs include methods to encourage greater

participation, educate the public, increase, improve and measure the reuse and repair infrastructure, characterize reuse potential in discards left at curb, 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 2017, we awarded over \$1.9 million in grants and services and provided hundreds of hours of skills-building workshops and project-planning assistance to 451 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 and the Manhattan Borough President's Office, believe that waste prevention and reuse are central to the City's goal of zero waste to landfills and incinerators by 2030. Although the City has characterized recyclables and organics for decades, it has limited information about the reuse potential of products discarded at the curb and is without a municipal program for reuse or repair that covers the five boroughs.

We are excited to build on the success of our Composting Grant program, which since its inception in 2011, has granted \$183,197 to composting projects in all five boroughs. Since 2017, we have awarded over \$24,000 to reuse and repair projects through the Reuse and Repair Grant program.

Budget Guidelines

Funds can be used for:

- Equipment needed for collections and sorting, and/or repair (tools, manuals, and remanufacture equipment)
- Equipment for assessing product condition, measurement (e.g. weight, volume)
- Space rental for reuse or repair operations
- Fees for temporary staffing during the grant period
- Marketing and promotion grant-related reuse/repair projects and activities

Funds cannot be used for:

- Personnel expenses such as meals, entertainment, and lodging
- Product marketing and sales that are not directly related to the grant project
- Insurance
- Permits
- Food and beverages
- New/virgin materials (unless there are no available secondhand options)
- Accounting

Selection Criteria

Grantees will be selected based on how many of the following criteria they meet and how well they meet them:

- Must be a New York City-based, environmentally-preferable reuse or repair related project or activity
- Completeness of proposal requirements as outlined in the application
- Applicability to reuse and / or repair definitions. Must not be recycling or composting!
- Ability to replicate model in other neighborhoods via written, shared materials
- Those who show great promise for replication and potential to go Citywide are prioritized
- Ability to educate target audience about the value of reuse and/or repair and produce measurable results
- Ability to financially sustain the initiative/present a cost - effective model
- Ability to realize goals of the project
- Potential for increasing local diversion rate and value of repaired items
- Ability to quantitatively track outcomes of the initiative (gather metrics)
- Ability to express how this project could help lead to citywide reuse / repair programs
- Ability to justify need for funds for each aspect of the project

Your budget will be reviewed in detail, and partial funding may be granted if certain line items are not deemed justified.

Must be willing to submit a metrics reports including at 6-months, and end of grant year, and end of year including requested metrics (measurements) – see below.

Grant Requirements and Expectations

- Project must be completed within a year of grant announcement date
- Final report submitted within a month's time of project completion, including data on how objectives of the project have been achieved as well as lessons learned, record-keeping and follow up with MSWAB on accomplishments and metrics gathered
- Final grant requirements will be agreed upon by grantor and grantee
- Awardees must assume all liability for their projects

NYC Reuse and Repair Metrics Questions for Grantees

Each grantee will be required to answer these questions halfway through and at the end of the grant term.

Quantitative

- What are the number of items reused or repaired in first 6 months? Can you give us an estimated weight of these items?
- How much (weight and/or volume) have you diverted from disposal so far with this project?
- What is the value of the materials or products that you have repaired?
- What is the number of people you have engaged with through training, education or actual services?
- How much of the funds provided have you used so far?

Qualitative

Please submit pictures of your project including either items reused or repaired.

- Will this project keep going once the grant money runs out?
- How has your grant money impacted your ability to perform?
- Do you have any ideas how your project can be replicated to other parts of NYC or go citywide?

Example Grant Ideas

- Create a manual featuring methodology for replicating successful Repair Cafes in NYC, for example, laying out how to find space for Repair Cafes to take place, what kinds of tools and materials are necessary, where to store them, how to advertise repair cafes for success, what kinds of repairers are needed, how to assemble qualified repairers, and how to evaluate their qualifications, how to assess and record success (e.g., keep records on what comes in, what percentage is repaired, photos, etc), and how to evaluate metrics for value of service (e.g., cost for disposing of tonnage to landfill or incinerator vs. benefit of a successful repair – avoided purchase cost, avoided disposal cost).
- Create a training program that trains people to repair materials and/or products as part of Repair Cafes or other repair businesses.
- Expand a neighborhood organization's programming to collect reusable items from the curbside, repair or refurbish as necessary, coordinate collection of and donation to a local non-profit thrift store such as Housing Works or a local GrowNYC Stop 'N' Swap event. Alternatively, the organization could sell

repaired items as a source of fundraising.

- Establish a free tool lending library to serve a specific neighborhood or community district with tools, equipment and DIY tips. Network with similar neighborhood organizations to develop new tool lending libraries in different districts or lending libraries of other items such as toys or seeds.
- A professor and student organization undertake the characterization and measurement of the reusable discard stream in a discrete area or community district - number, type, condition, repairability, value upon repair, housing stock collected from, etc.
- Measure the reuse potential of the curbside discard stream in different districts of the city. Not only volume and weight, but also characterize the condition of the products and their market valu