



NYC Reduce, Reuse & Repair Grant Instructions

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

The **NYC Reduce, Reuse, and Repair** grant program supports groups and individuals to start new reuse, repair, waste prevention or upcycling projects, undertake related research projects, or initiate other activities which will help lead to waste prevention or 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 reduce waste generation and 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
- Projects must be carried out within any of the five boroughs of New York City
- Previous grantees may apply to expand or continue past projects
- Recycling projects are **NOT** eligible for a grant
- Project supports local NYC-based waste reduction, reuse or repair

Available Funds:

Grants ranging from \$750 – \$2,000 will be available to a small number of awardees

Applications:

Submit completed proposal no later than 11:59pm on September 16, 2019. If you are submitting an application in PDF or DOC form, please send to Carla Rodriguez (crodriguez@citizensnyc.org). **Please use 2019 NYC Reuse and Repair Grant Application as the subject line of the email.**

Questions?

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. **Grants will be announced in October.**

Grant questions are welcome prior to the deadline. If you would like feedback on your application or project planning assistance prior to submitting your final application, please reach out to Carla Naomi Rodriguez (crodriguez@citizensnyc.org or 212-822-9579) no later than August 16, 2019. If you are interested in attending an optional information session, please email crodriguez@citizensnyc.org to receive information related to the workshop.

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 third annual Reuse and Repair Grant to provide funding assistance for waste prevention initiatives across the city in 2019 and 2020.

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 the 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 2018, Citizens Committee awarded over \$1.9 million in grants and services and provided hundreds of hours of skills-building workshops and project-planning assistance to 461 resident-led groups. In addition to grants, Citizens Committee provides resources, workshops, and project planning assistance to resident led groups across the 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 by 2030. Although the City has characterized recyclables and organics for decades, it has limited information about the reduction and reuse potential of products discarded at the curb.

Since its inception in 2017, the program has granted \$50,576 to 33 reuse and repair projects in all five boroughs.

Goals (in NYC)

- Increase reuse and / or repair of products and materials
- Help create a culture of reduced consumption and waste
- Increase repurposing of products for new uses
- Support data collection and analysis of local reduce / 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 reduce, reuse and repair to neighborhoods in all Community Districts across NYC
- Increase awareness and education of reducing, repairing and reusing
- Increase donation avenues which support waste prevention and reuse

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 or measurement (e.g. working/non-working; weight, volume)
- Space rental for reuse or repair operations (if free space is not available)
- Fees for temporary staffing during the grant period
- Marketing and promotion grant-related reduce/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 from qualified applicants based on how they rank in the criteria below:

- Great promise for replication of the project
- Ability to realize goals of your project and our grant
- Source 100% used/second hand materials for the project
- Ability to express how this project could help lead to citywide reduce / reuse / repair programs
- Ability to quantitatively track outcomes of the initiative (gather metrics)
- Ability to replicate model in other neighborhoods via written, shared materials
- Ability to educate target audience about the value of waste prevention, reuse and/or repair and produce measurable results
- Ability to financially sustain the initiative/present a cost-effective model beyond the project year
- Potential for increasing local diversion rate and value of repaired items
- Potential for decreasing waste generation

Eligibility Criteria:

Grantees will not be considered if they don't meet all of the following criteria:

- Environmentally-preferable reduce/reuse/repair project (no recycling or composting projects!)
- Submitting a complete proposal as outlined in the application
- Need for funds for each aspect of the project is well justified
- Clear, detailed and reasonable work plan and timeline from start to completion of project must be presented

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 mid-year report and final report 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 project

NYC Reduce, Reuse and Repair Metrics Questions for Grantees

Each grantee will be required to answer these types of questions halfway through the implementation of the project and at the end of the grant term. (*You do not need to answer these questions now!*)

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, 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 and/or community, and repair or refurbish them 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 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/or student team undertake the characterization and measurement of the reusable discard stream in a discrete area or community district. This includes data on the number, type, condition, reparability, 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 value.
- Demonstrate how ordinarily disposed materials, products and packaging can be upcycled into new, greater value *products*.
- Research cost and environmental savings of implementing a program to replace specific disposable products with products that have a much longer lifespan. Conduct the research in a school, or other institution or business and calculate what would be needed to replicate such a program to more parts of the City.
- Research methods to reduce waste generation and/or change consumer behavior to reduce waste

Grantees applying for funding for the second time should expand upon what was learned in the first year in a meaningful way. Grant money is not intended to financially support an organization's day-to-day operations.

Applicants may apply for more than one grant project in one grant cycle, but they must be independent of one another and will be judged separately.