



WASTE REDUCTION AND RECYCLING INITIATIVE GRANT APPLICATIONS

The Waste Reduction and Recycling Initiative (WRI) funds small-scale projects that provide positive and lasting benefits to Yukon's environment by supporting one or more of the following goals:

- ♦ to reduce the generation of waste;
- ♦ to recycle materials on which a surcharge is not collected; and
- ♦ to increase diversion of compostable materials from landfills.

This guideline provides general information on what types of projects are supported by the WRI, 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 NON-ELIGIBLE PROJECTS

General types of projects that may receive WRI funding include:

- ♦ Installation and/or improvement of facilities for "blue box" recyclable materials (such as beverage containers, cardboard, plastic, paper, newsprint, etc.) that are not associated with schools, registered recycling depots or processors;
- ♦ Community composting programs;
- ♦ Educational programs designed to increase public awareness of and involvement in reduction, reuse and recycling initiatives; and
- ♦ Projects that remove recyclable waste materials (such as large tires, electronic wastes or refrigerants from old appliances) from the environment.

The following project elements will **not** be considered for funding:

- ♦ Projects for recycling refundable beverage containers or non-refundable "blue box" recyclables at schools, registered recycling depots or processors;
- ♦ Projects for recycling materials on which a surcharge is collected;
- ♦ Wages for staff or volunteers;
- ♦ Items to be owned by individuals;
- ♦ Advertising for the benefit of private businesses or organizations; or
- ♦ Recycling "special wastes" such as car batteries, used oil, paint, etc.

WHO CAN APPLY

- ♦ Municipalities in charge of waste management and recycling; and
- ♦ Other Yukon environmental non-profit organizations, groups or individuals who are in good standing with Corporate Affairs (where required).

Schools and recycling depots and processors registered under the Beverage Container Regulations may no longer apply for funding from the WRRI, but instead can apply for funding from the Education Recycling and Recycling Fund grant programs for their projects.

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 Waste Reduction and Recycling Initiative 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 due on June 30 each year. Application packages are sent out to all municipalities well in advance of the deadline so that the application and all supporting information can be gathered by that date. Applications from Yukon environmental non-profit organizations, groups or individuals that meet the criteria will also be considered at this time. 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.**

If funds remain after the summer grants are awarded, a second call for applications may be issued with a new deadline in the fall. However, this is not guaranteed, so don't wait! If you have a suitable project, it is best to apply in the June intake.

REPORTING REQUIREMENTS

A complete Final Report must be submitted for each project. 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. Final reports must be received by Environment Yukon by the earlier of:

- a. The date the recipient applies for any new WRI grants. For example, if an organization received funding for a project in June 2009, they would have to submit a Final Report for that project before they were eligible to apply for funding for another project in the fall of 2009 (if a second intake was offered).
- b. **March 1st** of the fiscal year in which the funds were received. For example, projects funded in June 2009 must submit a Final Report by March 1, 2010; projects funded in the fall of 2009 must also submit a Final Report by March 1, 2010.

WHERE TO SEND APPLICATIONS AND REPORTS

Send proposals and reports to:

Attention: Shannon Jensen
Waste Reduction & Recycling Initiative
Environmental Programs Branch (V-8)
Box 2703, Whitehorse, Yukon Y1A 2C6

By fax: (867) 393-6205
By email: shannon.jensen@gov.yk.ca

QUESTIONS? Call 1-800-661-0408 extension 8787, or 667-8787.