



INFORMATIONAL MEMORANDUM

TO: Transportation and Infrastructure Services Committee
FROM: Hari Ponnekanti, Public Works Director
BY: Colleen Minion, Solid Waste Analyst
CC: Mayor Allan Ekberg
DATE: September 29, 2023
SUBJECT: Washington Department of Ecology Waste Reduction and Recycling Education Grant application

ISSUE

Authorize the submittal of a grant application for \$50,000 to the Washington State Department of Ecology (Ecology) Waste Reduction and Recycling Education (WRRED) Grant to fund food waste reduction education and outreach and an organics contamination reduction program within the City of Tukwila.

BACKGROUND

The City has been awarded the King County Re+ grant to support food service businesses across the City of Tukwila, the City of Burien, and the City of Maple Valley in setting up organics services and establishing best practices to comply with the new Organics Management Law. Ecology's WRRED grant would enable us to expand this project to focus on commercial and residential food waste reduction education and outreach and focus on contamination reduction in the organics stream.

DISCUSSION

The City will focus on providing a variety of outreach, printed materials, durable giveaways, and incentives to audiences with an overarching goal of maximizing organics diversion, decreasing contamination, and reducing food waste.

Funds will be used to contract out for project services including project planning, development, evaluation, site visits, workshops, and translation. Funds will also be used to purchase food waste reduction tools and supplies and printed materials (signs, flyers, brochures etc.) Funds are available from January 1, 2024 – June 30, 2025.

FISCAL IMPACT

A 25% match is required for this funding opportunity, which if funded would be \$12,500.

Matching funds will be drawn from the King County Re+ grant, specifically the cost of the consultant's site visits to commercial locations, as well as signage and their translations.

RECOMMENDATION

The Committee is being asked for approval to submit an application to Ecology for a Waste Reduction and Recycling Education Grant for 2023-2025.

ATTACHMENTS:

- Scope of work
- City of Maple Valley letter of support

Washington State Department of Ecology
Waste Reduction and Recycling Education Grant
Scope of Work

Title: Food waste reduction and organics contamination education and outreach to commercial and residential audiences.

Funding amount: \$50,000, 25% match required.

Timeline: January 2024-June 2025

Summary:

The Cities of Tukwila, Maple Valley, and Burien have been awarded a King County Re+ grant to support frontline food service businesses in setting up organics services and establishing best practices to comply with the new Organics Management Law. By using the Re+ grant money as our 25% match, Ecology's WRRED grant would enable us to expand this project to focus on commercial and residential food waste reduction education and outreach and focus on contamination reduction in the organics stream.

The Cities will focus on providing a variety of outreach to frontline food service business and residents, printed materials, durable giveaways, and incentives to audiences with an overarching goal of maximizing organics diversion, decreasing contamination, and reducing food waste.

To ensure inclusivity and accessibility, this will include developing materials in-language for the top three languages spoken across the Cities and having staff perform the outreach in language where possible. Recognizing the linguistic diversity across South King County (Tukwila alone has over 80 languages spoken in its schools), translations of educational materials, signage, and resources will be provided to cater to non-English speaking staff and residents. This approach encourages effective communication and engagement with individuals that may face language barriers, promoting their active participation in food waste reduction and contamination reduction.

Funds will be used to contract out for project services including project planning, development, evaluation, site visits, workshops, and translations. Funds will also be used to purchase food waste reduction tools and supplies and printed materials (signs, flyers, brochures etc.)

Project Description:

- Identify priority businesses, with a focus on frontline businesses and schools that may be impacted by the Organics Management Law.

- Identify or develop education and outreach materials that can be used to target any food waste-generating facility. The materials will be available in the top 3 most common languages for the municipalities.
- Develop potential survey questions, outreach protocols, and determine data tracking processes.
- Visit identified priority businesses to conduct outreach and provide educational materials about food waste reduction and contamination in the organics stream.
- Provide technical assistance to identified businesses, which includes working with them to set up organics service and providing additional outreach and educational materials as needed to educate about contamination and food waste reduction.
- Conduct follow-up visits to check for contamination in organics containers.
- Conduct surveys with businesses and/or schools to assess the effectiveness of the program and understand lessons learned.
- Host food waste reduction workshops for residents and provide attendees with food waste reduction kits. These kits may include outreach materials, countertop compost containers, BioBag samples, ethylene absorbing pad, storage guides, chip clips, produce storage guides etc. Translated information on giveaways will be provided as needed. The Cities will also create a tabling display and activity focusing on wasted food to use at in-person events.
- Highlight Food Waste Prevention Week in social media and residential newsletters.

Project Deliverables:

- Evaluation of this task will be based on the number of residents, complexes, institutions, and/or businesses which are assisted, including quantifiable results in food waste reduction and contamination reduction. Evaluation will also include the quantity promotional materials, brochures, signage, and recycling/composting containers produced and delivered.
- Decrease contamination in organics stream from targeted front line businesses by 50%.
- Decrease food waste from targeted front line businesses by 50%.
- Increase knowledge in food waste reduction techniques by 75%.

Budget:

Item	Estimated Timing by Quarter	Expenditure Type	Unit Price	Quantity	Amount Paid by Grant
Site visits and outreach	All quarters	Personnel for other project team members	\$140	125	\$17,500
Food waste reduction tools and supplies	All quarters	Supplies and materials	N/A	N/A	\$12,500
Project planning, development, and evaluation	All quarters	Personnel for other project team members	\$140	60	\$8,400
Outreach materials	All quarters	Signs, flyers, stickers, displays	N/A	N/A	\$5,000
Hosting food waste reduction workshops	All quarters	Staff and event space	N/A	N/A	\$4000
Advertising	All quarters	Boosted social media and ads	N/A	N/A	\$1500
Translation services	All quarters	Translations of materials	N/A	N/A	\$1100
Total:					\$ 50,000



September 25, 2023

Solid Waste Management Program
P.O. Box 47600
Olympia, WA 98504-7600

**RE: Department of Ecology – Waste Reduction and Recycling Education Grant
Maple Valley Letter of Support**

To whom it may concern:

The Cities of Maple Valley, Tukwila, and Burien have been awarded the King County Re+ grant in a collaborative effort to support food service businesses across each of their municipalities. The goal with the Re+ Grant is setting up organics services and establishing best practices to comply with the new Organics Management Law.

Ecology’s WRRED grant would enable us to expand this project to focus on commercial and residential food waste reduction, education, and outreach, and focus on contamination reduction in the organics stream. This will be achieved by providing a variety of outreach, printed materials, durable giveaways, and incentives to audiences with an overarching goal of maximizing organics diversion, decreasing contamination, and reducing food waste.

Funds will be used to contract out for project services including project planning, development, evaluation, site visits, workshops, and translation. Funds will also be used to purchase food waste reduction tools and supplies and printed materials (signs, flyers, brochures etc.)

The WRRED grant would be a great opportunity to reach a larger audience and have a greater impact on the organic waste stream.

Sincerely,

Amy Shaw, PE
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