



# Environment and Natural Resources Trust Fund

## M.L. 2024 Approved Work Plan

### General Information

**ID Number:** 2024-039

**Staff Lead:** Michael Varien

**Date this document submitted to LCCMR:** June 10, 2024

**Project Title:** Minimizing Minnesota's Landfill Problem by Expanding Waste Diversion

**Project Budget:** \$2,318,000

### Project Manager Information

**Name:** Jason Allen

**Organization:** Better Futures Minnesota

**Office Telephone:** (612) 428-7607

**Email:** jallen@betterfutures.net

**Web Address:** <https://betterfuturesminnesota.com/>

### Project Reporting

**Date Work Plan Approved by LCCMR:** June 20, 2024

**Reporting Schedule:** June 1 / December 1 of each year.

**Project Completion:** June 30, 2027

**Final Report Due Date:** August 14, 2027

### Legal Information

**Legal Citation:** M.L. 2024, Chp. 83, Sec. 2, Subd. 07a

**Appropriation Language:** \$2,318,000 the second year is from the trust fund to the commissioner of natural resources for an agreement with Better Futures Minnesota to establish a statewide network for sourcing reclaimed building materials; create a tool for cities, counties, and businesses to report environmental impacts of waste diversion; and divert waste from landfills through collections, deconstructing buildings, and converting waste into finished goods. Net income generated by Better Futures Minnesota as part of this appropriation may be reinvested in the project if a plan for reinvestment is approved in the work plan.

**Appropriation End Date:** June 30, 2027



## Narrative

**Project Summary:** Expanding waste diversion practices across the state this project will: create 16 jobs, reduce greenhouse gas emissions, provide data to measure the social, economic, and environmental benefits of waste diversion.

**Describe the opportunity or problem your proposal seeks to address. Include any relevant background information.**

We live in a disposable society and Minnesotans generate a lot of waste. According to the Minnesota Pollution Control Agency's 2021 SCORE Report, almost 6 million tons of waste were generated Statewide, approximately 3.3 million tons in the Metropolitan Area and 2.6 million in Greater Minnesota in a single year. The report stated that the amount of waste that went into landfills increased by more than 30% in the Metro alone.

Minnesotans even throw houses away. A typical demolition project creates approximately 165 tons of waste. Up to 30% of all building materials delivered to a typical construction site end up as waste. (ScienceDirect) Bringing awareness to contractors and working with them to create markets for the reuse of those materials would yield significant environmental and economic benefits to Minnesota. Awareness of the benefits of deconstruction versus demolition has increased in the Metro, but still lags in Greater Minnesota.

While there is no universal solution to solving Minnesota's waste problem, increasing deconstruction, municipal partnerships, contractor partnerships, and material drop-offs can help slow the landfill pileup in Minnesota. These strategies have been employed in 8 counties and will be extended to 15 more Minnesota counties because of this project.

**What is your proposed solution to the problem or opportunity discussed above? Introduce us to the work you are seeking funding to do. You will be asked to expand on this proposed solution in Activities & Milestones.**

This project will extend the waste diversion strategies developed and implemented in past project phases such as transfer station collection, municipal collection events and curbside collection service, along with deconstruction into more Minnesota counties and create full-time jobs and training opportunities.

We will manufacture finished goods reusing and repurposing materials diverted from Minnesota's waste stream. In the first phase of this project a bird watching bench was produced using reclaimed dimensional lumber. We currently have 10 product designs (See attached table) using multiple material types that we will be producing and selling in our ReUse Warehouse.

A thriving reuse economy depends on networks, and we will be working with the UofM's Technical Assistance Program (MnTAP) to create a collective network of businesses, organizations, and municipalities, for the distribution of materials diverted throughout Minnesota. Creating a pipeline of reclaimed materials providing access to items for reuse that may otherwise be unaffordable, or impractical to obtain.

Based on conversations with stakeholders in the build reuse community expanding the functionality and reporting capabilities of the data collection application that was created as a part of our current project phase beyond capturing the WARM GHG factor would aid in consistent reporting when measuring waste.

**What are the specific project outcomes as they relate to the public purpose of protection, conservation, preservation, and enhancement of the state's natural resources?**

Protect Minnesota's land and air quality by changing the waste generating behavior patterns of Minnesota residents through the promotion of reuse by increasing deconstruction, and access to more waste diversion opportunities through expansion of the number of landfill collection sites, municipal collection events, and curbside collection services in 15 additional counties in the State. Diverting 1000 tons of waste generated in each of the 15 new counties over the project

period from the State's landfills will result in the reduction or the averting of approximately 10.4 million metric ton or greenhouse gas emissions.

## Project Location

**What is the best scale for describing where your work will take place?**

Statewide

**What is the best scale to describe the area impacted by your work?**

Statewide

**When will the work impact occur?**

During the Project and In the Future

## Activities and Milestones

### Activity 1: Extend Deconstruction as a means of waste diversion to more counties throughout Minnesota.

**Activity Budget:** \$759,030

**Activity Description:**

With over a decade of experience performing deconstruction Better Futures Minnesota (BFMN) is the recognized leader in Minnesota’s deconstruction landscape. BFMN has seen a continued increase in the awareness of deconstruction and the social, environmental, and possible economic benefits it provides versus traditional demolition. While awareness of the benefits of deconstruction as a more environmentally responsible alternative to demolition and appetite for deconstruction services has increased in the Metro Area, it still lags in Greater Minnesota.

This project will increase the geographical footprint and number of deconstruction projects performed throughout the State thus reducing environmental degradation by diverting 80% - 90% of reclaimed materials from each deconstruction project performed from the State’s landfills. An average 51.53 tons of total C&D waste is diverted on a typical deconstruction project. We perform approximately 35 deconstruction projects annually in the Metro. Our goal is to perform 30 Outstate projects during this phase, which would equate to a total of 5,153 tons diverted between the Metro and Outstate. The reuse of those materials diverted will yield environmental and economic benefits.

**Activity Milestones:**

| Description                                                                                                  | Approximate Completion Date |
|--------------------------------------------------------------------------------------------------------------|-----------------------------|
| Complete First Out State Deconstruction Project                                                              | October 31, 2024            |
| Complete 10th Out State deconstruction project                                                               | December 31, 2025           |
| Hold 12 Out State deconstruction presentations with contractors, build design firms, county personnel        | June 30, 2026               |
| Complete 30 deconstruction projects in Outstate Minnesota                                                    | June 30, 2027               |
| Prepare impact report for items collected with weight, material type, disposition of material twice annually | June 30, 2027               |

### Activity 2: Sustainably manufacture finished goods using materials diverted from the waste stream

**Activity Budget:** \$695,400

**Activity Description:**

Based on past success making a bench designed using dimensional lumber harvested from deconstruction projects, we will be making multiple reused and repurposed pieces. Led by NRRI we will implement emerging reuse, and re-purposing methods using materials diverted from waste diversion activities. NRRI will conduct training sessions with staff to produce the products. There are currently 10 product designs using multiple materials. Including a table using metal legs fabricated from repurposed bedframes reclaimed from a Hennepin County Adult Correctional facility. We will be adding two more products, a table and bench designed and built in conjunction with Wood from The Hood using surplus material sourced from trees salvaged from Minneapolis.

We will be creating 4 new positions for the production of these items; Product Development Manager to oversee production and distribution, a Crew Supervisor to lead and conduct production activities, and two Crew Members conduct production activities. In addition to the products outlined above we will produce limited run, and one-off products. For example, we harvested 4 butcherblock tabletops from the deconstruction of a restaurant and made a butcherblock kitchen island using metal legs made from repurposed deck spindles. The items will be sold in our ReUse Warehouse and online.

**Activity Milestones:**

| Description                                                                                           | Approximate Completion Date |
|-------------------------------------------------------------------------------------------------------|-----------------------------|
| NRRI prepare instruction guides for the manufacturing of each product design                          | July 31, 2024               |
| Begin production on first three products prototyped by NRRI                                           | July 31, 2024               |
| Complete 4 of each of the first three products                                                        | August 31, 2024             |
| Complete design of table, and bench with Wood from The Hood                                           | December 31, 2024           |
| Wood from The Hood provide technical assistance for items designed in partnership with Better Futures | January 31, 2025            |
| Complete 30 of each table and bench designed with Wood from The Hood                                  | April 30, 2025              |
| Prepare report analyzing the value, quality, quantity, and environmental impact of items produced     | January 31, 2026            |

**Activity 3: Test the viability of creating a collective network of businesses and organizations for the distribution of reuse and repurpose materials****Activity Budget:** \$35,000**Activity Description:**

Project partners were introduced to the UofM’s Technical Assistance Program (MnTAP) to be a part of their Building Materials Marketplace which is in alignment with our desire to create a network of businesses, organizations, and municipalities, for the distribution of materials diverted throughout Minnesota. According to a report published by Reuse Minnesota, the reuse economy generates between \$3.1 and \$4.7 billion in revenue each year. The report also estimates that reuse contributes \$2.4 billion in social value (i.e., such as taxes, and wages,).

According to an article by ScienceDirect up to 30% of all building materials delivered to a typical construction site end up as waste. When a business moves or closes a location, furniture and other items left behind end up in the landfill. The aim will be to bring awareness to these organizations about reuse and working with them to create markets for the reuse of those materials. Along with creating potential sources for material they are seeking. The successful creation of such a distribution model, focused on reuse of materials, would yield significant environmental and economic benefits.

**Activity Milestones:**

| Description                                                                                                                      | Approximate Completion Date |
|----------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| Review current materials exchange in U.S. that are successful at marketing reusable building products.                           | December 31, 2024           |
| Identify businesses using reclaimed materials and determine willingness to create network with inventory of reclaimed materials. | April 30, 2025              |
| Based on feedback NRRI research ways to expand uses and markets for diverted materials.                                          | May 31, 2025                |
| Using statewide connections identify and source difficult to reuse items and explore opportunities for reuse.                    | June 30, 2025               |

**Activity 4: Expand the functionality and reporting capabilities of waste diversion data collection tool for a broader audience of users****Activity Budget:** \$69,540**Activity Description:**

Further the development of the data collection tool created with ENRTF funding part of our current project. The application was created to capture material type, weight, and WARM GHG factor of material diverted at transfer stations. Based on our use of the application, along with conversations with stakeholders in the build reuse community, and various municipal employees working on SCORE reporting, the expansion could benefit more stakeholders and

address the strategy to develop consistent waste reporting systems to measure waste as outlined the MPCA’s 20-year Metropolitan Solid Waste Management Policy Plan published in June, of 2023

NRRI and Better Futures Minnesota will conduct learning sessions to understand and identify stakeholder environmental reporting needs for current or future construction and demolition waste diversion practices. Ecotone-Partners and Software for Good, the developer of the tool will be contracted for the expansion to include source of material, material categories, multiple locations, projects, users, and more comprehensive reporting.

The benefits of further development of the application include accurate and consistent data to measure the social, economic and environmental impact/benefits of waste reduction, as well as support evidence-based decision making for organizations and agencies.

**Activity Milestones:**

| Description                                                                                      | Approximate Completion Date |
|--------------------------------------------------------------------------------------------------|-----------------------------|
| Conduct 8 stakeholder learning sessions to understand and identify environmental reporting needs | October 31, 2024            |
| Eco-Tone Partners and Software for Good begins development 2.0 of mobile web application         | October 31, 2024            |
| Conduct beta testing with stakeholders to evaluate ease of use                                   | December 31, 2024           |
| Conduct second round of testing with stakeholders to evaluate functionality                      | March 31, 2025              |
| Eco-Tone Partners and Software for Good completes development 2.0 of mobile web application      | May 31, 2025                |

**Activity 5: Extend material collection and donations at transfer station as a waste diversion strategy to more counties throughout Minnesota.**

**Activity Budget:** \$531,321

**Activity Description:**

We will leverage the success of our current transfer station project that was started as a pilot in 2019 in partnership with Becker County Environmental Services as part of a previously NFTRF funded project. The purpose of the Becker County Waste Diversion Project & Reuse Store was the creation of a viable alternative to burying the waste that is generated, reducing the negative health, financial, and environmental impacts associated with landfill use. By diverting items that County residents brought to the County Solid Waste Campus to dispose of extending the life of good and reusable items and keeping them from entering the waste stream.

We have seen behavioral pattern changes at the Becker County site where County residents are now bringing items to the transfer station with the intent to drop them off for donation instead of bringing them to throw away. Reuse sales volume has steadily increased and has gone from quarterly pop-up sales to regular weekly sales hours. We currently have operating agreements in place with 3 transfer stations to perform collection and reuse sales of diverted material. We will seek to enter into operating agreements with an additional 8 Minnesota counties during the project period.

**Activity Milestones:**

| Description                                                                                                  | Approximate Completion Date |
|--------------------------------------------------------------------------------------------------------------|-----------------------------|
| Start transfer station collection activity at 4th county transfer station                                    | December 31, 2024           |
| Present at 4 Solid Waste event to bring awareness to project                                                 | July 31, 2025               |
| Meet with staff 20 Minnesota counties to discuss possible transfer station partnerships                      | July 31, 2026               |
| Enter into operating agreements 8 new Minnesota Counties                                                     | July 31, 2026               |
| Create 4 new FT positions at transfer station collection sites                                               | July 31, 2026               |
| Prepare impact report for items collected with weight, material type, disposition of material twice annually | June 30, 2027               |

## Activity 6: Increase Municipal Collection events and Curbside Collection Services in the Metro Area

**Activity Budget:** \$227,709

### Activity Description:

In 2019 we partnered with the City of St. Louis Park for its first ever Building Materials Donation Days. The goal of the event was to raise awareness about opportunities residents have to keep usable building materials out of the landfill. It was the first of its kind event in Hennepin County and served as a template for holding these partnership-based reuse events. It has resulted in additional building material skimming during events with other cities in Hennepin County that historically sent all construction and demolition debris to landfills.

As a result of the success of St. Louis Park event, the City of Bloomington looked to revamp their Curbside Clean-up event that began in 1964 with curbside collection service of Bulky items. Making the opportunity to keep items that would normally end up in the landfill more accessible for City residents who may not have the capacity to drop items off at a collection event. The goal of this project is to expand our participation in these two strategies into three more of the Seven County Metro Area, along with helping Out-State municipalities develop partnerships for outlets of materials for collection events.

### Activity Milestones:

| Description                                                                                                  | Approximate Completion Date |
|--------------------------------------------------------------------------------------------------------------|-----------------------------|
| Participate in 4 municipal collection events                                                                 | December 31, 2024           |
| Meet with 10 Metro Area cities to discuss curbside collection and collection events                          | March 31, 2025              |
| Start curbside collection service in 2nd Metro Area city                                                     | June 30, 2025               |
| Execute 3 service contracts to perform curbside collection in the Metro Area                                 | July 31, 2025               |
| Help facilitate 2 Out-State municipal collection events                                                      | June 30, 2026               |
| Participate in 24 municipal collection events in the Seven County Metro Area                                 | July 31, 2026               |
| Prepare impact report for items collected with weight, material type, disposition of material twice annually | June 30, 2027               |



## Project Partners and Collaborators

| Name            | Organization                               | Role                                                                                                                                                                                                                                                                                                                                  | Receiving Funds |
|-----------------|--------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| Victor Krause   | Natural Resources Research Council (NRR)   | NRR will review current materials exchange businesses in the United States that are successful at marketing reusable building products and related goods. Identify companies and groups in Minnesota who generate reusable building materials and goods that might benefit from listing and exchanging materials on a common network. | Yes             |
| Brett Feldman   | Parks & Trails Council of Minnesota (P&TC) | Parks & Trails Council of Minnesota acquires land for Minnesota's state park and trail system. When land acquired contains structures that need to be removed before being conveyed to the State. Together with P&TC we can reduce the waste impact of the structure through deconstruction and reuse of the materials.               | No              |
| Sandy Gunderson | Becker County                              | Collaborative partner for waste diversion and reuse promotion at the Becker County landfill                                                                                                                                                                                                                                           | No              |
| Laura Horner    | City of Bloomington                        | Curbside collection partner                                                                                                                                                                                                                                                                                                           | No              |
| Rita Cole       | Dodge County                               | Collaborative partner for waste diversion and reuse promotion at the Dodge County landfill                                                                                                                                                                                                                                            | No              |
| Diana Daslin    | Bridging                                   | Collaborative partner for outlet of used mattresses and furniture collected from curbside collection services                                                                                                                                                                                                                         | No              |
| Olivia Cashman  | Hennepin County                            | Hennepin County helps facilitate project participation in municipal collection events within the County                                                                                                                                                                                                                               | No              |
| Kala Fisher     | City of St. Louis Park                     | The City of St. Louis Park hosts municipal collection events that we partner in                                                                                                                                                                                                                                                       | No              |

## Dissemination

**Describe your plans for dissemination, presentation, documentation, or sharing of data, results, samples, physical collections, and other products and how they will follow ENRTF Acknowledgement Requirements and Guidelines.**

The partners will ensure the acknowledgement requirements prescribed for ENRTF will be followed. Specifically, when appropriate, the ENRTF will be acknowledged using the ENRTF logo and/or attribution language on this project's print and electronic media, presentations, publications, and other communications.

Throughout the grant period, the partners will routinely share stories, providing updates of the project activities. We will work with county partners to promote and publicize waste diversion activities occurring in their localities.

The partners will prepare lawn signs to place at job sites to explain our work and promote the project. We will create hang tags for the furniture and other items that are manufactured during the project period.

Environmental, economic, and social impact reports for each major component of this project: curbside pick-up, waste diversion at landfills, deconstruction and repurposing and manufacturing efforts will be prepared and shared via six-month reports.

## Long-Term Implementation and Funding

**Describe how the results will be implemented and how any ongoing effort will be funded. If not already addressed as part of the project, how will findings, results, and products developed be implemented after project completion? If additional work is needed, how will this work be funded?**

The grant period is critical to expanding the waste diversion efforts and work in existing counties and expanding into new ones with the expectation of increased sustainable diversion, collection, and repurposing activities increasing the volume of used and repurposed products and materials, generate revenue from the sale of those products and materials. Every 6 months, we will create environmental impact reports for the material diverted and collected as a result of the project.

## Other ENRTF Appropriations Awarded in the Last Six Years

| Name                                                        | Appropriation                                                       | Amount Awarded |
|-------------------------------------------------------------|---------------------------------------------------------------------|----------------|
| Create Jobs Statewide By Diverting Materials From Landfills | M.L. 2021, First Special Session, Chp. 6, Art. 6, Sec. 2, Subd. 07e | \$2,244,000    |

## Budget Summary

| Category / Name                                                      | Subcategory or Type | Description                                                                                                                                                                                                                                                                                                                                    | Purpose | Gen. Ineligible | % Benefits | # FTE | Classified Staff? | \$ Amount          |
|----------------------------------------------------------------------|---------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|-----------------|------------|-------|-------------------|--------------------|
| <b>Personnel</b>                                                     |                     |                                                                                                                                                                                                                                                                                                                                                |         |                 |            |       |                   |                    |
| Crew Members                                                         |                     | Work at transfer stations diverting and packaging reclaimed materials; picking up used materials at curb or job sites; working on deconstruction projects, working on reuse, restoration and repurposing projects                                                                                                                              |         |                 | 21%        | 20    |                   | \$906,040          |
| Field Supervisors                                                    |                     | Daily supervision of workers at transfer stations, deconstruction sites, and pick up services; supervision of workers assigned to reuse, restoration and repurposing projects. Prepare reporting of activities                                                                                                                                 |         |                 | 21%        | 6     |                   | \$362,418          |
| Business Support & Communications Manager                            |                     | Coordinate and disseminate stories, results and impact statements of this project and provide administrative support for the project                                                                                                                                                                                                           |         |                 | 13%        | 2     |                   | \$141,763          |
| Product Development Manager                                          |                     | Oversee and coordinate the design and production of products made from reclaimed material. Manage partner and contract relationships as it relates to product manufacturing                                                                                                                                                                    |         |                 | 23%        | 1.5   |                   | \$106,322          |
| Waste Diversion Manager                                              |                     | Respond to all inquiries, assist with all reporting as related to LCCMR project, assist with the coordination of hosted briefing sessions, develop waste diversion partnerships.                                                                                                                                                               |         |                 | 23%        | 2     |                   | \$180,026          |
| Project Manager for LCCMR Grant                                      |                     | Oversee the activities and partnerships required to meet the goals and outcomes for this project. Prepare reporting of project outcomes                                                                                                                                                                                                        |         |                 | 20%        | 2     |                   | \$238,728          |
|                                                                      |                     |                                                                                                                                                                                                                                                                                                                                                |         |                 |            |       | <b>Sub Total</b>  | <b>\$1,935,297</b> |
| <b>Contracts and Services</b>                                        |                     |                                                                                                                                                                                                                                                                                                                                                |         |                 |            |       |                   |                    |
| University of Minnesota Duluth, Natural Resources Research Institute | Sub award           | NRRI will: research emerging techniques for repurposing used goods such as building materials, furniture, textiles, and mattresses. Assist with identifying businesses focused on repurposing such materials. Collect data and with Ecotone Partners prepare economic, social, and environmental impact reports for this project's activities. |         |                 |            | 1.62  |                   | \$149,780          |

|                                       |                                            |                                                                                                                                                                                                                                                          |                                                                                                                                                       |   |  |     |                  |                  |
|---------------------------------------|--------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|---|--|-----|------------------|------------------|
| Software for Good                     | Professional or Technical Service Contract | Software for Good was previously contracted by Eco-Tone partners to develop the mobile web application to collect waste diversion data at transfer stations. They will with Eco-Tone Partners to further develop the mobile web tool.                    |                                                                                                                                                       |   |  | 1   |                  | \$34,800         |
| Wood from The Hood                    | Professional or Technical Service Contract | Wood from The Hood will supply lumber sourced from Minneapolis trees, provide training, and technical assistance to our men for the manufacturing of two items, a table, and a bench.                                                                    |                                                                                                                                                       |   |  | 0.5 |                  | \$19,861         |
| Eco-Tone Partners                     | Professional or Technical Service Contract | Eco-Tone was previously contracted by the NRRI sub-award to formulate the computation tables for the mobile web application to collect waste diversion data at transfer stations. They will work with Software for Good to further develop the web tool. |                                                                                                                                                       |   |  | 0.5 |                  | \$8,000          |
|                                       |                                            |                                                                                                                                                                                                                                                          |                                                                                                                                                       |   |  |     | <b>Sub Total</b> | <b>\$212,441</b> |
| <b>Equipment, Tools, and Supplies</b> |                                            |                                                                                                                                                                                                                                                          |                                                                                                                                                       |   |  |     |                  |                  |
|                                       | Tools and Supplies                         | PPP safety gear, fall protection gear, trailers, power saws, tool boxes, power drills and denailers, generators                                                                                                                                          | These tools and equipment will be used to transport, restore, repurpose or dismantle materials diverted                                               |   |  |     |                  | \$103,733        |
|                                       | Equipment                                  | Purchase and/or Rental of steel Shipping Containers, storage units, and warehouse space                                                                                                                                                                  | For storing materials diverted at transfer stations; for storing materials picked up from customers; and for storing tools and equipment at job sites | X |  |     |                  | \$38,000         |
|                                       |                                            |                                                                                                                                                                                                                                                          |                                                                                                                                                       |   |  |     | <b>Sub Total</b> | <b>\$141,733</b> |
| <b>Capital Expenditures</b>           |                                            |                                                                                                                                                                                                                                                          |                                                                                                                                                       |   |  |     |                  |                  |
|                                       |                                            |                                                                                                                                                                                                                                                          |                                                                                                                                                       |   |  |     | <b>Sub Total</b> | -                |
| <b>Acquisitions and Stewardship</b>   |                                            |                                                                                                                                                                                                                                                          |                                                                                                                                                       |   |  |     |                  |                  |
|                                       |                                            |                                                                                                                                                                                                                                                          |                                                                                                                                                       |   |  |     | <b>Sub Total</b> | -                |
| <b>Travel In Minnesota</b>            |                                            |                                                                                                                                                                                                                                                          |                                                                                                                                                       |   |  |     |                  |                  |
|                                       | Miles/ Meals/ Lodging                      | Estimated 25 trips x 0.655 per mile x 400 miles per trip \$6,650; Lodging 25 nights x \$200 = \$5000; 120                                                                                                                                                | Overnight Travel: 25 overnight trips with meals in State for workshops                                                                                |   |  |     |                  | \$28,529         |

|                                 |  |                                                                                                                                                                                      |                                                                                                                                                                                         |  |  |  |                    |                    |
|---------------------------------|--|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|--------------------|--------------------|
|                                 |  | meals x \$12 a meal = \$1,440 Estimated 24,700 miles x \$.665 per mile for waste diversion activities including curbside collection, deconstruction projects, and material transport | and agency staff meetings, trainings and business development support in Greater Minnesota Mileage for transport of materials among collection sites statewide to Minneapolis warehouse |  |  |  |                    |                    |
|                                 |  |                                                                                                                                                                                      |                                                                                                                                                                                         |  |  |  | <b>Sub Total</b>   | <b>\$28,529</b>    |
| <b>Travel Outside Minnesota</b> |  |                                                                                                                                                                                      |                                                                                                                                                                                         |  |  |  |                    |                    |
|                                 |  |                                                                                                                                                                                      |                                                                                                                                                                                         |  |  |  | <b>Sub Total</b>   | -                  |
| <b>Printing and Publication</b> |  |                                                                                                                                                                                      |                                                                                                                                                                                         |  |  |  |                    |                    |
|                                 |  |                                                                                                                                                                                      |                                                                                                                                                                                         |  |  |  | <b>Sub Total</b>   | -                  |
| <b>Other Expenses</b>           |  |                                                                                                                                                                                      |                                                                                                                                                                                         |  |  |  |                    |                    |
|                                 |  |                                                                                                                                                                                      |                                                                                                                                                                                         |  |  |  | <b>Sub Total</b>   | -                  |
|                                 |  |                                                                                                                                                                                      |                                                                                                                                                                                         |  |  |  | <b>Grand Total</b> | <b>\$2,318,000</b> |

## Classified Staff or Generally Ineligible Expenses

| Category/Name                         | Subcategory or Type | Description                                                                             | Justification Ineligible Expense or Classified Staff Request                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|---------------------------------------|---------------------|-----------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Equipment, Tools, and Supplies</b> |                     | Purchase and/or Rental of steel Shipping Containers, storage units, and warehouse space | The renting of storage units and or warehouse space is in direct connection to the work being done on the project. In order to expand the collection and processing of diverted materials we will need a place to house this material. In some instances it may not be prudent nor feasible to rent or buy a storage container. This space would be offsite from the warehouse that Better Futures conducts business. This space would be specific to the work being done on the project. It would be a temporary arrangement that would not exceed the life of the project. |

## Non ENRTF Funds

| Category         | Specific Source                                           | Use                                                                                                                                                                                       | Status                     | \$ Amount          |
|------------------|-----------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|--------------------|
| <b>State</b>     |                                                           |                                                                                                                                                                                           |                            |                    |
|                  |                                                           |                                                                                                                                                                                           | <b>State Sub Total</b>     | -                  |
| <b>Non-State</b> |                                                           |                                                                                                                                                                                           |                            |                    |
| In-Kind          | Better Futures Minnesota and partners, not yet identified | The cumulative value of county/Better Futures staff time, work space and utility costs, equipment, insurance, and other operating and administrative costs NOT covered by the LCCMR funds | Pending                    | \$2,675,000        |
| Cash             | Foundations and Revenue from Reuse Activities             | These revenue sources will be used to cover costs not funded by the LCCMR grant. Please see the partners' request to reinvest revenue.                                                    | Potential                  | \$302,000          |
|                  |                                                           |                                                                                                                                                                                           | <b>Non State Sub Total</b> | <b>\$2,977,000</b> |
|                  |                                                           |                                                                                                                                                                                           | <b>Funds Total</b>         | <b>\$2,977,000</b> |

## Attachments

### Required Attachments

#### *Visual Component*

File: [1e733a00-1ca.pdf](#)

#### *Alternate Text for Visual Component*

The attached slide highlights Better Futures Minnesota's waste diversion activities....

#### *Financial Capacity*

File: [9975eb8a-873.pdf](#)

#### *Board Resolution or Letter*

| Title                                    | File                             |
|------------------------------------------|----------------------------------|
| Proposal Submission Authorization Letter | <a href="#">f406f791-1d5.pdf</a> |

### Supplemental Attachments

#### *Capital Project Questionnaire, Budget Supplements, Support Letter, Photos, Media, Other*

| Title                                                        | File                             |
|--------------------------------------------------------------|----------------------------------|
| 45% of GHG Emissions Generated by Production and Consumption | <a href="#">d20757c3-bb4.pdf</a> |
| Background Check Certification Form                          | <a href="#">f91f5a76-6c7.pdf</a> |
| 2021 Form 990                                                | <a href="#">f9e8713c-eaf.pdf</a> |
| Hennepin County Letter of Support                            | <a href="#">030360ee-a6c.pdf</a> |
| UMD NRRI/BFM LCCMR Letter of Support                         | <a href="#">0f417431-7c2.pdf</a> |
| 2022 Form 990                                                | <a href="#">90b5d5a6-96a.pdf</a> |
| 2022 Audited Financials                                      | <a href="#">6fab3d9d-357.pdf</a> |
| Secretary of State Letter of Good Standing                   | <a href="#">08893d01-5d3.pdf</a> |
| Items that will be manufactured during project               | <a href="#">0a764bc5-ec8.pdf</a> |

## Difference between Proposal and Work Plan

### *Describe changes from Proposal to Work Plan Stage*

06/10/24 To avoid confusion with accounting of the allocation of travel funds that was experienced with out previous project, two Travel line items were consolidated down to one line item. The description and purposes of the two line items have been combined. The use of the funds will not change, by consolidating into one line item will eliminate any confusion as to which line we should draw from.

02/27/24 Based on comments and revisions requested Activity 1 was split into three distinct activities resulting in the addition of activities 5 & 6. In the Personnel section of the budget the Business Support / Communications Manager position was reduced from 1 FTE to .75 FTE the difference was reallocated to Tools & Equipment

01/07/24 Based on comments and revisions requested the workplan was reformatted. The activities were renumbered to follow the narrative section. The Contract and Technical Assistance section of the budget was amended to reflect the work of Eco-Tone Partners and Software for Good for the further development of the mobile web application.

We had to reduce the project budget by \$278,000 from the proposed ask of \$2,596,000 down to \$2,318,000. To accomplish this we made some changes to the Personnel Budget, we removed the Project Development Manager



position and will seek alternative funding for that position. We felt that the Product Development Manager was more critical have at the start of the project for the manufacturing of products made from reclaimed and repurposed materials. We reduced the number of Supervisors from 4 FTE to 3 FTE. We reallocated dollars from the Equipment Budget to the Tools and Supplies Budget. We reduced the Travel in Minnesota Budget and increased the budget for technical assistance from Wood from The Hood in Contracts and Services. We feel that these changes to the project budget will make the best use ENRTF dollars.

## Additional Acknowledgements and Conditions:

The following are acknowledgements and conditions beyond those already included in the above workplan:

**Do you understand and acknowledge the ENRTF repayment requirements if the use of capital equipment changes?**

N/A

**Do you agree travel expenses must follow the "Commissioner's Plan" promulgated by the Commissioner of Management of Budget or, for University of Minnesota projects, the University of Minnesota plan?**

Yes, I agree to the Commissioner's Plan.

**Does your project have potential for royalties, copyrights, patents, sale of products and assets, or revenue generation?**

Yes

**Do you understand and acknowledge IP and revenue-return and sharing requirements in 116P.10?**

Yes

**Do you wish to request reinvestment of any revenues into your project instead of returning revenue to the ENRTF? If so, describe here (1) the source and estimated amounts of any revenue and (2) how you propose to use those revenues:**

Yes, We are requesting to reinvest revenue now and, in the future, as described here. This project is expected to generate a modest level of earned income over its first two years. The earned income is expected from three core activities: 1) the sale of used goods and materials diverted from transfer stations and collected from curb side pickups; 2) collection fees paid by customers for curbside pickup services; and 3) proceeds from selling products made from reclaimed materials. No net revenue is expected to be realized during this project. Typically, it takes 5 to 7 years for a project of this size and scope to breakeven financially. This LCCMR grant is a valuable source of funding. The LCCMR grant combined with other grant funds, earned revenue, and a substantial investment of in-kind support from Better Futures Minnesota and its partners will help bring desired project outcomes.

As noted in the Non-ENRTF funds section of this work plan, a substantial amount of in-kind support is expected to be committed by Better Futures Minnesota and project partners. Any earned income will be reinvested directly into this project and be used to offset a portion of project costs (not covered by the LCCMR grant). These types of costs include front line staff time (who will work with employees funded with the LCCMR funds), workspace and utility costs, equipment and maintenance of equipment, fees for disposal of materials not reused or recycled, life coaching, counseling, and housing supports for workers, insurance, and general administrative expenses related to management, fund development, supervision, training, and payroll and accounting expenses.

**Does your project include original, hypothesis-driven research?**

No

**Does the organization have a fiscal agent for this project?**

No

**Does your project include the pre-design, design, construction, or renovation of a building, trail, campground, or other fixed capital asset costing \$10,000 or more or large-scale stream or wetland restoration?**

No

**Do you propose using an appropriation from the Environment and Natural Resources Trust Fund to conduct a project that provides children's services (as defined in Minnesota Statutes section 299C.61 Subd.7 as "the provision of care, treatment, education, training, instruction, or recreation to children")?**

No