



## Environment and Natural Resources Trust Fund

M.L. 2025 Approved Work Plan

### General Information

**ID Number:** 2025-120

**Staff Lead:** Tiffany Schaufler

**Date this document submitted to LCCMR:** June 11, 2025

**Project Title:** Reuse for the Future: Youth Education and Engagement

**Project Budget:** \$225,000

### Project Manager Information

**Name:** Emily Barker

**Organization:** Reuse Minnesota

**Office Telephone:** (612) 314-6872

**Email:** emilybarker@reusemn.org

**Web Address:** <https://www.reusemn.org/>

### Project Reporting

**Date Work Plan Approved by LCCMR:** June 24, 2025

**Reporting Schedule:** March 1 / September 1 of each year.

**Project Completion:** June 30, 2028

**Final Report Due Date:** August 14, 2028

### Legal Information

**Legal Citation:** M.L. 2025, First Special Session, Chp. 1, Art. 2, Sec. 2, Subd. 05i

**Appropriation Language:** \$225,000 the first year is from the trust fund to the commissioner of natural resources for an agreement with Reuse Minnesota to provide curriculum-based opportunities for students to learn about the reuse economy, reuse skills, and other opportunities to reduce waste. This appropriation may also be used to align materials to state standards and translate materials to additional languages.

**Appropriation End Date:** June 30, 2028

## Narrative

**Project Summary:** To offer curriculum-based opportunities for students to learn about reuse and engage in hands-on activities to cultivate excitement for adopting reuse behaviors into their lives, now and in the future.

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

Classroom learning activities related to solid waste are often focused on recycling and composting. While important, Reuse Minnesota strives to create more opportunities for students to learn about reuse including repair, resale, and rental. Reuse is critical to building a regenerative economy in Minnesota, combating the climate impacts caused by the production of goods (including overconsumption of water and drought), and reducing waste. As we know from our impact study (funded through ENRTF), reuse creates 45,000 jobs in Minnesota and generates approximately \$5 billion in economic activity per year, all while avoiding carbon emissions equivalent to 100,000 gas-powered vehicles. Exciting young people about reuse ensures these positive impacts will continue into the future.

Through Hennepin County grants, Reuse Minnesota developed a reuse-focused curriculum for high school students and brought the program to four schools between 2023 and 2025. Students learned about benefits of reuse, how to understand the life cycle impacts of products, and ways to implement reuse in their lives. They heard from guest speakers on topics such as textile repair, electronics refurbishment, building material reuse, and unique car restorations, and had hands-on opportunities to practice visible mending, disassemble electronics, and create artwork from reused materials.

**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.**

We will align our curriculum with state educational standards, so educators can use the materials to best meet their class needs and know they are meeting state requirements. We also know that multilingual materials are needed to ensure equitable learning opportunities. We translated some materials through our second Hennepin grant, but have additional materials to translate, so we will hire contractors to do this work. For curriculum implementation, utilizing our county and other partner connections, we will select 10 schools; 5 will be in-person with Reuse Minnesota staff presenting content and 5 will be supported remotely with teachers presenting content. Teachers who present curriculum content will be trained by Reuse Minnesota staff prior to implementation and a back-end handbook will be provided. Students will have the opportunity to hear from reuse professionals and engage in hands-on activities. Reuse Minnesota staff will present the curriculum at educator conferences and to any district interested in learning more. Schools and students will be guided in creating a plan for how they can continue and expand the work after the grant, such as starting a reuse club, establishing a student-led thrift store, hosting swap or fix-it events, or switching to reusables in the cafeteria.

**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?**

Students will be engaged on topics of reuse so they have the resources needed to reduce waste and adopt other sustainable lifestyle practices. Reuse Minnesota's reuse curriculum will be aligned with state standards to ensure it can be used by educators across the state to meet educational requirements. Translation of curriculum materials will provide the opportunity for more meaningful engagement for students (and their families) who will benefit from materials in their first language. At least 10 schools will implement the curriculum during the grant, further expanding knowledge about reuse and the related environmental benefits throughout Minnesota.

## 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: Curriculum alignment with Minnesota state standards

**Activity Budget:** \$35,000

**Activity Description:**

Using an RFP process, Reuse Minnesota will hire a contractor to align our curriculum with Minnesota state educational standards. We seek to maximize the number of educational disciplines that can utilize the curriculum, so standards will be matched in STEAM, family and consumer sciences (FACS), trades, and more. Utilizing a contractor that is well versed in Minnesota standards will ensure we meet this goal. The alignment will be provided to school districts for review prior to finalization.

**Activity Milestones:**

Description	Approximate Completion Date
Hire contractor to complete alignment with state standards	September 30, 2025
Share curriculum (with standards) with school districts for review	November 30, 2025
Finalize alignment	February 28, 2026

### Activity 2: Curriculum translation

**Activity Budget:** \$40,000

**Activity Description:**

To ensure our curriculum is accessible and usable for a wide number of educators and students, we will use an RFP process to hire one or more contractors to translate materials from English to 3 or 4 additional languages. We are flexible on which languages, but the most likely are Spanish, Hmong, Somali, and Oromo. All curriculum materials will be translated and then provided to school districts for review prior to finalization.

**Activity Milestones:**

Description	Approximate Completion Date
Hire contractor(s) to translate all curriculum materials	January 31, 2026
Share curriculum translations with school districts for review	April 30, 2026
Finalize translations	June 30, 2026

### Activity 3: Curriculum implementation and dissemination

**Activity Budget:** \$150,000

**Activity Description:**

The bulk of this project will be implementation and dissemination of the curriculum. We will identify at least 10 schools (or districts, depending on size) that wish to adopt the curriculum. Our equity platform (<https://reusemn.org/mission>) will guide our selection to ensure we work with a diverse set of educational institutions. We will consider school location and select at least 3 schools in Greater Minnesota. We will also prioritize schools in communities that are disproportionately impacted by waste and environmental degradation. For schools selected for in-person implementation, Reuse Minnesota staff will travel to the schools to give presentations and work directly with students. For schools selected for remote implementation, our staff will work with educators via Zoom to do "train the trainer" sessions, so teachers are prepared to use the curriculum. In all cases, Reuse Minnesota staff will identify and recruit guest speakers to present on topics such as deconstruction, electronics refurbishment, fix-it clinics, and more.

Reuse Minnesota staff will present overviews of the curriculum at events such as FACS to the Max and the MN Association for Environmental Education conference. We will create dedicated space on our website for teachers to obtain curriculum resources into the future.

**Activity Milestones:**

Description	Approximate Completion Date
Select schools for implementation of curriculum (5 in-person, 5 remote)	February 28, 2026
Train the trainer for remote implementation schools	April 30, 2026
Curriculum implementation (fall 2026/spring 2027)	May 31, 2027
Presentations at educator workshops and conferences	June 30, 2027
Upload all materials to Reuse Minnesota website	June 30, 2027

## Project Partners and Collaborators

Name	Organization	Role	Receiving Funds
Annika Bergen	Minnesota Pollution Control Agency	Reuse Minnesota Board member, expertise, guidance	No
Emily Noyes	Hollow Oak Consulting	Reuse Minnesota Board member, educational/9-12 curriculum expertise	No
Nick Reishus	Scott County	Environmentalism, works with schools, liaison to schools in Scott County	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.**

We share all information with our members and network routinely through e-news, social media, website, and webinars. Reuse Minnesota staff will present the curriculum at educator conferences and to any district interested in learning more. The Minnesota Environmental and Natural Resources Trust Fund (ENRTF) will be acknowledged through use of the trust fund logo or attribution language on project print and electronic media, publications, signage, and other communications per the ENRTF Acknowledgement Guidelines.

## 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?**

Reuse Minnesota's curriculum and all associated materials will be available for use by educators, free of charge. The curriculum, once matched to state standards and including all translated materials, will be available on our website. These materials will be shared with teaching professionals through a variety of teachers associations throughout the state, through our government partners who often work with schools, and through school districts. Reuse Minnesota staff will continue to be a resource to answer questions, suggest guest speakers, and provide other support to educators implementing the curriculum.

## Other ENRTF Appropriations Awarded in the Last Six Years

Name	Appropriation	Amount Awarded
Expanding the State's Reuse Economy to Conserve Natural Resources	M.L. 2018, Chp. 214, Art. 4, Sec. 2, Subd. 05j	\$275,000
Strengthening Minnesota's Reuse Economy To Conserve Natural Resources	M.L. 2021, First Special Session, Chp. 6, Art. 6, Sec. 2, Subd. 07f	\$334,000

## Budget Summary

Category / Name	Subcategory or Type	Description	Purpose	Gen. Ineligible	% Benefits	# FTE	Classified Staff?	\$ Amount
<b>Personnel</b>								
Executive Director		Project oversight, reporting, reimbursement submittals; contractor management; curriculum implementation, teacher training for curriculum use			20%	1.2		\$115,000
Communications Assistant		Support for curriculum implementation and teacher trainings including scheduling and promotion; graphics creation for additional class materials and translated materials; phone and email support related to grant activities.			17%	0.6		\$35,000
							<b>Sub Total</b>	<b>\$150,000</b>
<b>Contracts and Services</b>								
TBD	Service Contract	Contractor will translate Reuse Minnesota's curriculum to additional languages (e.g. Spanish, Hmong, Somali) to ensure learning is available to many students across the state. Hiring of person or contractor will adhere to state contracting guidelines and a competitive bid process.				0.25		\$20,000
TBD	Service Contract	Contractor will align Reuse Minnesota's curriculum to Minnesota educational standards to ensure ease of implementation and use by teaching professionals. Hiring of person or contractor will adhere to state contracting guidelines and a competitive bid process.				0.1		\$18,000
Three Rivers Consulting, LLC	Service Contract	Accountant: Grant financial management. To satisfy grant accountability and fiscal management, an accountant is necessary for this ENRTF grant period. Three Rivers is our current accountant.				0.08		\$8,000
							<b>Sub Total</b>	<b>\$46,000</b>
<b>Equipment, Tools, and Supplies</b>								
	Tools and Supplies	Class supplies: Mending/sewing materials, glue, reusable utensil kits	Student learning is amplified by hands on activities, materials will be					\$8,000

			obtained used when possible. \$800 per school/district partner					
							<b>Sub Total</b>	<b>\$8,000</b>
<b>Capital Expenditures</b>								
							<b>Sub Total</b>	<b>-</b>
<b>Acquisitions and Stewardship</b>								
							<b>Sub Total</b>	<b>-</b>
<b>Travel In Minnesota</b>								
	Miles/ Meals/ Lodging	7500 miles X \$0.67 = \$5025 + \$3475 food and lodging	Travel for in-person training and implementation of reuse curriculum at schools in Greater Minnesota.					\$8,500
							<b>Sub Total</b>	<b>\$8,500</b>
<b>Travel Outside Minnesota</b>								
							<b>Sub Total</b>	<b>-</b>
<b>Printing and Publication</b>								
	Printing	Curriculum information and handouts	Printed copies of curriculum information for promotion to educators, such as at conference presentations. Handouts for students in schools implementing the curriculum. Reuse Minnesota limits printing as much as possible, using electronic communication whenever possible, however some physical handouts will help enrich student experience of the curriculum.					\$3,000
							<b>Sub Total</b>	<b>\$3,000</b>
<b>Other Expenses</b>								
		Speaker honorariums	Honorariums of \$150 each for individuals, nonprofits, and small business guest speakers in schools					\$7,500



			where curriculum is implemented. Allows for up to 5 per school. Providing an honorarium ensures that a wider variety of individuals can be invited to share their reuse knowledge and skills, and honors the wisdom and time that goes into preparing materials and giving a presentation.					
		50 background checks (5 per school) at \$40 per check for fingerprinting and BCA check	To comply with LCCMR requirements, guest speakers who will be working with youth will undergo a background check	X				\$2,000
							<b>Sub Total</b>	<b>\$9,500</b>
							<b>Grand Total</b>	<b>\$225,000</b>

## Classified Staff or Generally Ineligible Expenses

Category/Name	Subcategory or Type	Description	Justification Ineligible Expense or Classified Staff Request
Other Expenses		50 background checks (5 per school) at \$40 per check for fingerprinting and BCA check	<p>Typically Reuse Minnesota is not required to run background checks on guest speakers who will be working with children. This makes background checks an added cost outside our typical operating expenses which would not be incurred if we were not doing this project. As a small nonprofit, this added expense is significant and not part of our budget that cannot be covered by other funds.</p> <p>An average cost of \$40 per person is estimated based on the expense for fingerprinting and the BCA check (which includes federal and state records).</p>

## Non ENRTF Funds

Category	Specific Source	Use	Status	\$ Amount
<b>State</b>				
			<b>State Sub Total</b>	-
<b>Non-State</b>				
Cash	Membership revenue	General operating	Pending	\$20,000
Cash	Hennepin County Green Partners grant	Phase 2 (2023-2024) - Curriculum refinement, adding modules, creating video content, additional school implementation	Secured	\$23,500
Cash	Hennepin County Green Partners grant	Phase 3 (2024-2025) - Additional curriculum implementation in Minneapolis, adding of Club Mend at middle school level	Secured	\$25,000
			<b>Non State Sub Total</b>	<b>\$68,500</b>
			<b>Funds Total</b>	<b>\$68,500</b>

**Total Project Cost: \$293,500**

**This amount accurately reflects total project cost?**

Yes

## Attachments

### Required Attachments

#### *Visual Component*

File: [5594cbde-4ff.pdf](#)

#### *Alternate Text for Visual Component*

Lecture slides that accompany the first class of the curriculum....

#### *Financial Capacity*

Title	File
990 Reuse Minnesota (2022)	<a href="#">172db39b-9a5.pdf</a>
SOS - Evidence of good standing	<a href="#">a8437862-e75.pdf</a>

#### *Board Resolution or Letter*

Title	File
Board letter	<a href="#">687b27e3-22e.docx</a>

### Supplemental Attachments

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

Title	File
Tutorial: How to create a mending kit (created as a curriculum resource based on kits provided to students for project funded by Hennepin County)	<a href="#">93fdd6fe-f94.pdf</a>
Reuse Minnesota impact study (2022)	<a href="#">ce3ed3ad-876.pdf</a>
LOS - Scott County	<a href="#">9a9133d7-834.pdf</a>
LOS - Shannon Nordby	<a href="#">8fe0beee-a08.pdf</a>

### Difference between Proposal and Work Plan

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

Completed agreements for subawards; removed ineligible Zoom expense under equipment; added justification for background check expense under "other"

## 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 understand that travel expenses are only approved if they 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 understand the Commissioner's Plan applies.

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

No

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

N/A

**Do you wish to request reinvestment of any revenues into your project instead of returning revenue to the ENRTF?**

N/A

**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")?**

Yes

**Do you certify that background checks are performed for background check crimes, as defined in Minnesota Statutes, section 299C.61, Subd. 2, on all employees, contractors, and volunteers who have or may have access to a child to whom children's services are provided by your organization?**

Yes

**Provide the name(s) and organization(s) of additional individuals assisting in the completion of this project:**

Emily Noyes, Reuse Minnesota board member

**Do you understand that a named service contract does not constitute a funder-designated subrecipient or approval of a sole-source contract? In other words, a service contract entity is only approved if it has been selected according to the contracting rules identified in state law and policy for organizations that receive ENRTF funds through direct appropriations, or in the DNR's reimbursement manual for non-state organizations. These rules may include competitive bidding and prevailing wage requirements**

Yes, I understand