

**Date:** April 21, 2026

**To:** Honorable Chairman Anthony Rodriguez  
and Members, Board of County Commissioners

**From:** Daniella Levine Cava *Daniella Levine Cava*  
Mayor

**Subject:** Execute a Grant Agreement with The Recycling Partnership for Up To  
\$825,000 in Fiscal Year 2026

Agenda Item No. 8(M)(1)

## **Executive Summary**

The purpose of this item is to gain approval of the Board of County Commissioners (“Board”) for execution of a grant agreement for up to \$825,000.00 with The Recycling Partnership (“TRP”), to support recycling outreach, education, and engagement projects for the Department of Solid Waste Management (“DSWM”). The proposed projects expected to be funded include, but are not limited to, utilizing smart-camera technologies to test the effectiveness of direct-to-resident anti-contamination messaging, conducting pre- and post-audits at the Recycling Material Recovery Facility to determine the effectiveness of messaging, and developing messaging to encourage recycling participation among those not participating in recycling. This item will have a positive fiscal impact on the County by providing additional funding to DSWM and improving the County’s recycling rate. There is no required local match as part of this grant.

## **Recommendation**

It is recommended that the Board approve the terms of and authorize the Miami-Dade County Mayor or County Mayor's designee to execute a grant agreement on behalf of the County with TRP for up to \$825,000 in Fiscal Year 2025-26. It is further recommended that the Board authorize the receipt and expenditure of funds as specified in the agreement.

## **Scope**

These grant funds will provide support for multiple recycling education and outreach projects, including direct, targeted mailers informing residents of how to reduce contamination, education materials highlighting the newest materials accepted in the County’s recycling program, and materials encouraging customers who have been inactive in the Curbside Recycling Program to participate. Therefore, the scope of this item is countywide.

## **Delegation of Authority**

In accordance with Section 2-8.3 of the Code of Miami-Dade County, related to identifying delegation of Board authority, there are no authorities beyond those specified in the resolution. This includes authority for the County Mayor or County Mayor's designee to execute the agreement and receive and expend these and any additional funds that may become available.

**Fiscal Impact/Funding Source**

This item will have a positive fiscal impact on the County as this grant will provide \$825,000.00 in TRP funding. There is no required local match.

**Track Record/Monitor**

The monitor for this agreement is Stacey McDuffie-Brewster, Chief, Business Development & Contract Management, DSWM.

**Background**

TRP is a 501(c)(3) nonprofit organization that provides funding to municipalities to improve recycling programs. TRP focuses on reducing contamination rates, improving recovery of recyclable materials, and designing and implementing other recycling initiatives. According to the Florida Department of Environmental Protection's 2024 Recycling Report, Miami-Dade County has an overall recycling rate of thirty-six percent (36%), significantly lower than the State of Florida's recycling goal of seventy-five percent (75%). Based on the last recycling contamination study conducted in 2023, DSWM's recycling stream collects approximately 60,000 tons of recyclables per year, with a contamination rate of 39.9%. In an effort to reduce the contamination rate, DSWM Code Enforcement began an education campaign by visiting recycling customers and conducting cart audits. DSWM also required artificial intelligence cameras to be installed on recycling trucks to help further curb contamination. The data collected can be used to help directly engage residents who place contaminants in their recycling carts and correct this action. TRP provides grants for these types of projects and has an interest in funding this project for DSWM and Miami-Dade County. This grant will provide funding for direct mailing engagement materials for 42,000 households, digital tools, and TRP marketing materials to help improve recycling and reduce contamination in the DSWM service area.

Upon approval by the Board, DSWM, as an eligible recipient of these funds, will execute this grant agreement with TRP, which will include the funding and projects as outlined.

Attachment



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Roy Coley  
Chief Utilities and Regulatory Services Officer



**MEMORANDUM**  
(Revised)

**TO:** Honorable Chairman Anthony Rodriguez  
and Members, Board of County Commissioners

**DATE:** April 21, 2026

**FROM:**   
Geni Bonzon-Keenan  
County Attorney

**SUBJECT:** Agenda Item No. 8(M)(1)

Please note any items checked.

- \_\_\_\_\_ **“3-Day Rule” for committees applicable if raised**
- \_\_\_\_\_ **6 weeks required between first reading and public hearing**
- \_\_\_\_\_ **4 weeks notification to municipal officials required prior to public hearing**
- \_\_\_\_\_ **Decreases revenues or increases expenditures without balancing budget**
- \_\_\_\_\_ **Budget required**
- \_\_\_\_\_ **Statement of fiscal impact required**
- \_\_\_\_\_ **Statement of social equity required**
- \_\_\_\_\_ **Ordinance creating a new board requires detailed County Mayor’s report for public hearing**
- \_\_\_\_\_ **No committee review**
- \_\_\_\_\_ **Requires more than a majority vote (i.e., 2/3’s present \_\_\_\_, 2/3 membership \_\_\_\_, 3/5’s \_\_\_\_, unanimous \_\_\_\_, majority plus one \_\_\_\_, CDMP 7 votes (majority of membership) \_\_\_\_, CDMP 2/3 members present but not less than 7 votes (majority of membership) \_\_\_\_, CDMP 9 votes (2/3 membership) \_\_\_\_\_) to approve**
- \_\_\_\_\_ **Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required**

Approved \_\_\_\_\_ Mayor  
Veto \_\_\_\_\_  
Override \_\_\_\_\_

Agenda Item No. 8(M)(1)  
4-21-26

RESOLUTION NO. \_\_\_\_\_

RESOLUTION AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR’S DESIGNEE TO EXECUTE A GRANT AGREEMENT WITH THE RECYCLING PARTNERSHIP FOR UP TO \$825,000.00 IN FISCAL YEAR 2025-26, RECEIVE AND EXPEND FUNDS RECEIVED PURSUANT TO SUCH AGREEMENT AND ANY ADDITIONAL FUNDS AS SPECIFIED IN THE AGREEMENT SHOULD SUCH FUNDS BECOME AVAILABLE, AND EXERCISE ALL PROVISIONS CONTAINED THEREIN INCLUDING REQUESTS FOR EXTENSION OF TIME AND TERMINATION

**WHEREAS**, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that this Board:

**Section 1.** This Board authorizes the County Mayor or County Mayor’s designee to execute a grant agreement with The Recycling Partnership (the “Agreement”), in substantially the form attached to this resolution herein as Exhibit A, for up to \$825,000.00 in Fiscal Year 2025-26 and provide all necessary supporting documentation.

**Section 2.** This Board further authorizes the County Mayor or County Mayor’s designee to receive and expend funds received pursuant to such Agreement, and any additional funds as specified in the Agreement should such funds become available, and exercise all provisions contained therein including requests for extension of time and termination.

The foregoing resolution was offered by Commissioner ,  
who moved its adoption. The motion was seconded by Commissioner  
and upon being put to a vote, the vote was as follows:

Anthony Rodriguez, Chairman	
Kionne L. McGhee, Vice Chairman	
Marleine Bastien	Juan Carlos Bermudez
Sen. René García	Oliver G. Gilbert, III
Roberto J. Gonzalez	Keon Hardemon
Danielle Cohen Higgins	Vicki L. Lopez
Natalie Milian Orbis	Raquel A. Regalado
Micky Steinberg	

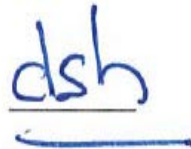
The Chairperson thereupon declared this resolution duly passed and adopted this 21<sup>st</sup> day of April, 2026. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this resolution and the filing of this approval with the Clerk of the Board.

MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF  
COUNTY COMMISSIONERS

JUAN FERNANDEZ-BARQUIN, CLERK

By: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency.



David Stephen Hope

**RECYCLING PARTNERSHIP GRANT AGREEMENT**

This Recycling Partnership Grant Agreement (“Grant Agreement”) is entered into on the last date of execution below (“Effective Date”), by and between THE RECYCLING PARTNERSHIP, INC., a non-stock corporation organized under the laws of the Commonwealth of Virginia, with its principal place of business located at 20 F Street NW, 7th Floor, Washington, DC 20001 (the “Grantor”), and MIAMI-DADE COUNTY, a political subdivision of the State of Florida, with its principal place of business located at 111 NW 1st St, Miami, FL 33128 (the “Grantee” or “County”), which are referred to collectively herein as the “Parties” and each individually as a “Party.”

**RECITALS**

WHEREAS, Grantor is a tax-exempt organization under Section 501(a) of the Internal Revenue Code of 1986, as amended (the “IRS Code”), as an organization described in Code Section 501(c)(3), and is classified as a public charity described in IRS Code Section 170(b)(1)(A)(vi);

WHEREAS, Grantor’s purpose includes furthering charitable and educational purposes within the meaning of IRS Code Section 501(c)(3), by engaging in activities related to increasing recycling;

WHEREAS, Grantee, through its Department of Solid Waste Management, intends to implement a residentially focused education and outreach plan, as further described in Attachment A (the “Work Plan” or the “Project”);

WHEREAS, Grantor has determined that the Project will increase residential recycling and provide environmental benefits and thereby further its charitable purposes within the meaning of IRS Code Section 501(c)(3); and

WHEREAS, Grantor and/or donors to Grantor’s Polypropylene Recycling Coalition (the “Coalition”), desire to further its charitable purposes by providing Cash Grants (as defined below) and In-Kind Services (as defined below) to Grantee to support the Project.

NOW THEREFORE, in consideration of the mutual promises and covenants contained in this Grant Agreement, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. **Grant Agreement Documents.** This Grant Agreement includes Attachment A, comprises the entire agreement between the Parties, and supersedes all previous and contemporaneous agreements and

representations, whether oral or written.

2. **Term.** This Grant Agreement shall be effective during the Grant Period, which begins on the Effective Date and ends on September 31, 2027.

3. **Duties of Grantee.** In exchange for the Cash Grants and In-Kind Services from Grantor, Grantee shall complete the Project including, without limitation, all reporting requirements, in accordance with the Work Plan and all other terms and conditions set forth in this Grant Agreement.

4. **Duties of Grantor.** Subject to Grantee satisfying its obligations under this Grant Agreement, Grantor shall make cash grants to Grantee in an amount not to exceed SEVEN HUNDRED THOUSAND, DOLLARS (\$700,000) to support the Project (“Cash Grants”). The details of the Cash Grants and the anticipated costs and expenditures associated with the Project are set forth on Attachment A. Notwithstanding anything contained in this Grant Agreement to the contrary, Grantor shall not be obligated to distribute any Cash Grants to Grantee or a Vendor (as defined below), even if the required documentation is submitted to Grantor, unless such Cash Grants are for an Allowable Expenditure. An “Allowable Expenditure” is an actual expenditure associated with work performed, or goods or services acquired, in accordance with the Work Plan and in support of the Project, as determined by Grantor in its sole and absolute discretion (collectively, “Allowable Expenditures”). In addition to the Cash Grants, during the Grant Period, Grantor shall also provide Grantee with access to In-Kind Services with an estimated value of up to ONE HUNDRED AND TWENTY-FIVE THOUSAND DOLLARS (\$125,000) (“In-Kind Services”). A description and the projected value of the In-Kind Services is set forth on Attachment A.

5. **Distribution of Cash Grants.** During the Grant Period, Grantor shall distribute Cash Grants to Grantee to reimburse Grantee for Allowable Expenditures. Costs incurred prior to the Grant Period, or for expenses related to travel, shall not be deemed an Allowable Expenditure without the prior written approval of Grantor.

a. **Invoices.** Grantee shall submit reimbursement requests to Grantor in the form of an invoice, using a template provided by Grantor (each an “Invoice” and collectively, the “Invoices”). All Invoices submitted to Grantor shall be accompanied by: (i) copies of invoices for each Allowable Expenditure for which Grantee is seeking reimbursement; and (ii) reasonable and appropriate documentation showing the actual amounts paid by Grantee for all Allowable Expenditures included in the Invoice. Acceptable documentation showing the actual amount(s) paid may include copies of canceled checks or finance reports. Cash Grants, other than those paid directly to Vendors and excluding the final payment of Cash Grants, shall be distributed to Grantee within thirty (30) days of Grantor’s receipt of an Invoice. Total Cash Grants from Grantor will not exceed ninety percent (90%) of Allowable

Expenditures until the submittal of a Final Report (as delineated in Attachment A: Work Plan, section j).

b. **Final Invoice.** The final ten percent (10%) of Cash Grants shall be paid within thirty (30) days of: (i) Grantee’s completion of the Project; (ii) Grantee’s submission of a Final Report; and (iii) Grantor’s acceptance of Grantee’s Final Report. Grantor may withhold Cash Grants if Grantee does not meet the aforementioned requirements or if Grantee fails to meet the reporting obligations set forth in the Work Plan. When distributing Cash Grants directly to Vendors in lieu of reimbursing Grantee, Grantor may, in its sole and absolute discretion, waive its right to withhold ten percent (10%). Cash Grants may be distributed to Grantee or to Vendors by check or direct deposit, as Grantee, Grantor and a Vendor, as the case may be, shall mutually agree upon prior to the distribution of a Cash Grant.

c. **Direct Payment to Vendors.** Grantor may, in its sole discretion and with the prior written consent of Grantee, hire, and distribute Cash Grants directly to Vendors for the purpose of providing goods or services in support of the Project (each a “Vendor” and collectively, the “Vendors”). No Vendor may be an employee of Grantee or an entity controlled, as determined by Grantor in its sole and absolute discretion, by an employee of Grantee or members of the family (as defined in IRS Code Section 4958(f)(4)) of an employee of Grantee or Grantor. Furthermore, it is expressly understood and agreed that each Vendor hired in connection with this Grant Agreement shall be and operate as an independent contractor and not as an agent, representative, or employee of Grantee or Grantor. Any Vendor hired will have the exclusive right to control the details of its operations and activities and will be solely responsible for the acts and omissions of its officers, agents, servants, employees, and subcontractors. Grantor shall notify Grantee’s primary contact in writing of its intent to hire Vendors and shall include Grantee in the process to integrate the goods or services to be provided by such Vendors into the Work Plan. Vendors shall (i) provide evidence of commercially reasonable insurance for the goods and/or services provided, and (ii) indemnify and hold harmless Grantor and Grantee for third-party and other claims related to the services provided, each under such terms and conditions as determined by Grantor in its sole discretion.

6. **Notice.** Except as otherwise provided, all notices required by this Grant Agreement must be delivered by email to each Party’s primary and secondary (if any) contact, as set forth below.

<b>Grantor Primary Contact:</b>	<b>Grantor Secondary Contact</b>	<b>Grantee Contact:</b>
Alita Kane Community Program Manager (P): <a href="tel:727-534-6912">727-534-6912</a> (E): <a href="mailto:akane@recyclingpartnership.org">akane@recyclingpartnership.org</a>	Charlotte Pitt VP, Community Development (P): (303) 931-4045 (E): <a href="mailto:cpitt@recyclingpartnership.org">cpitt@recyclingpartnership.org</a>	Nick Ciancio, Resilience Division Director Department of Solid Waste Management (P): 305-301-9213 (E): <a href="mailto:Nicholas.Ciancio@miam">Nicholas.Ciancio@miam</a>

		<a href="http://idade.gov">idade.gov</a>
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7. **Termination.** Either Party may terminate this Grant Agreement with thirty (30) days written notice, with a read receipt requested, to the other Party. If Grantee fails to substantially fulfill its obligations under this Grant Agreement in a timely and proper manner, Grantor may provide written notice to Grantee of its intent to terminate this Grant Agreement. Such notice shall specify the reasons for termination and allow Grantee thirty (30) days to mitigate any specified reasons. If Grantee fails to cure such breach within the thirty (30) day period, as determined by Grantor in its sole discretion, Grantor may terminate this Grant Agreement by giving written notice to Grantee of such termination and the effective date of such termination (the “Termination Date”). Notwithstanding receipt of such notice of termination, Grantee may still receive Cash Grants for any Invoices which were submitted prior to the Termination Date and approved by Grantor in accordance with this Grant Agreement.

8. **Amendments and Extensions.** This Grant Agreement may only be amended in a writing signed by both Parties. Grantee shall substantially adhere to the timeline and objectives detailed in the Work Plan. Notwithstanding the foregoing, Grantor may grant extensions of time via email for Grantee to perform its obligations hereunder, but such extensions are not guaranteed. If Grantee desires an extension, Grantee shall submit a written request to Grantor at least sixty (60) days prior to the due date of an obligation which Grantor shall review and either approve or deny in its reasonable discretion.

9. **Prohibited Lobbying and Political Activity.** Grantee shall not use or appropriate any Cash Grant to (i) carry on propaganda or otherwise attempt to influence legislation, or (ii) engage in political activity, including participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office.

10. **Publicity and Press Events.** Grantee may make information regarding this Grant Agreement and the Project available to the public at any time after the Effective Date and in a manner which the Parties deem appropriate. This requirement is not intended to limit or otherwise restrict Grantee’s public information obligations or requirements, if any, and is instead intended to allow the Parties to coordinate public announcements about the Project. Grantee agrees to reasonably cooperate with Grantor during the Grant Period to publicize the Project, including, but not limited to, designating a suitable representative to appear on behalf of Grantee at publicity events, providing relevant and pertinent information to include in press releases and distributions, and responding, as appropriate, to relevant and pertinent press inquiries. Each Party agrees to provide the other with reasonable advanced notice of any efforts to publicize the Project for the purpose of allowing the Parties to coordinate any public announcements.

11. **Compliance with Patent, Trademark and Copyright Laws.** The Parties agree that all work performed under this Grant Agreement shall comply with all applicable patent, trademark and copyright laws, rules, regulations, and codes. The Parties further agree that neither will use any protected patent, trademark, or copyright in the performance of their respective work unless a Party has obtained proper permission and all releases and other necessary documents. The Parties agree to release, indemnify and save the other Party harmless from any and all claims, damages, suits, costs, expenses, liabilities, actions, or proceedings of any kind or nature whatsoever, of or by anyone whomsoever, in any way resulting from, or arising out of, directly or indirectly, the performance or work by the Party under this Grant Agreement which infringes upon any patent, trademark, or copyright protected by law.

12. **Electronic Signatures and Electronic Records.** This Grant Agreement, and any other documents requiring a signature that are related to this Grant Agreement, may be signed electronically in the manner specified by the Parties. The Parties agree not to object to the admissibility, legal effect, or enforceability of this Grant Agreement or any document related thereto in the form of an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the ground that it is an electronic record or electronic signature or that it is not an original.

13. **Assignment, Successors and Assigns.** Neither Party may transfer, delegate or assign this Grant Agreement, or its rights or obligations hereunder, without the prior written consent of the other Party. If this Grant Agreement is properly assigned, then it will bind and benefit the successors and assigns of the Parties. Any assignment in violation of this Paragraph will be void.

14. **Signature Warranty.** Each of the undersigned represents and warrants that they are authorized to execute this Grant Agreement.


15. **Appropriations Limitation.** All expenditures by Grantee under this Grant Agreement are subject to appropriations by Grantee's Board of County Commissioners. Consequently, this Grant Agreement shall bind Grantee only to the extent that it appropriates sufficient funds to perform its obligations hereunder.

**[The balance of this page is intentionally left blank. Signature page to follow.]**

The Parties have executed this Grant Agreement as of the Effective Date.

**GRANTOR:**

THE RECYCLING PARTNERSHIP, INC.

By:   
Name: Michelle Metzler  
Title: ED, Participation and Capture  
Date: 2/25/26

**GRANTEE:**

MIAMI-DADE COUNTY, FLORIDA

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

## **Attachment A: Work Plan**

- a. **Background.** Grantee is a political subdivision of the State of Florida that delivers solid waste and recycling services to approximately 364,950 households via contracted hauling services (each a “Hauler” and collectively, the “Haulers”). Grantee contracts directly with the WM Pembroke Pines (the “MRF”), for the processing of all recyclables collected by the Haulers. Grantee is struggling with high contamination rates, resident engagement, and achieving participation at a rate that will aid Grantee in achieving its solid waste diversion goals. In 2024, Grantee recycled approximately 57,000 tons and collected 586,000 tons of waste, showing a curbside recycling rate of approximately nine percent (9%).
- b. **Project Description.** With the support of Cash Grants and In-Kind Services from Grantor and/or the Coalition, the Grantee will conduct one (1) pilot project aimed at decreasing contamination and increasing recycling capture at approximately 42,000 households. The pilot project will utilize three (3) different smart-camera technologies which are already installed on the Haulers’ vehicles to test the effectiveness of direct-to-resident anti-contamination messaging. In addition to those messages, each household will receive four (4) direct-to-resident mailers, two (2) of which will focus on recycling polypropylene.
- c. **Measurement Plan.** Grantee will implement a system for tracking monthly tonnage data for municipal solid waste and curbside recyclables generated by and collected from curbside recycling eligible households. As able, Grantee will also implement a system for tracking recycling set out rates and monthly contamination rates of recyclable materials generated by, and collected from, curbside recycling eligible households. Additionally, Grantor is presenting Grantee with the opportunity to collaborate in a study funded by Grantor to assess pre- and/or post-implementation MRF audits for individual recyclable materials in order to understand the impact of the Project. This study will be planned in collaboration with Grantee and Grantee’s partners, and Grantee will have access to results of this measurement work.
- d. **Project Budget.** The amounts set forth in the table below represent Grantor’s intended distribution of Cash Grants pursuant to this Grant Agreement:

<b>Grant Element</b>	<b>Description</b>	<b>Grant Amount</b>
Education and Outreach Support	Print and digital outreach to conduct robust engagement with households. As determined by the Grantor a limited amount of funds may also be used for in-home recycling containers.	\$462,000
Data Management and Messaging	Printing, mailing, direct-to-resident contamination messaging and data management	\$168,000
MRF Audits	Pre and post-audits at the MRF	\$70,000
<b>Total</b>		<b>\$700,000</b>

In addition to Cash Grants, Grantor shall provide In-Kind Services for the purpose of supporting the Project through the provision of technical support for strategic planning, program assessment, program implementation, measurement activities, and recycling education and outreach including graphic design customization. The anticipated In-Kind Services, and the projected value of such services, are as follows:

<b>Description of In-Kind Services</b>	<b>Projected Value</b>
Access to Grantor's educational campaign materials	Up to \$100,000
Dedicated technical assistance and outreach campaign design support from Grantor's staff	Up to \$25,000
<b>Total</b>	<b>Up to \$125,000</b>

All costs associated with Project implementation beyond the Cash Grants and In-Kind Services from Grantor will be the responsibility of Grantee. It is understood by the Parties that Grantee may combine Cash Grants with local funding as well as grant funding from other sources to fund the Project. It is also understood by the Parties that actual expenses may vary depending on a variety of factors, including the actual expenses associated with Grantee's education and outreach efforts. Upon the mutual written agreement of the Parties, the final allocation of Cash Grants may be adjusted among expense categories. The actual amount of Cash Grants paid by Grantor will be based on reimbursement for Allowable Expenditures pursuant to the Grant Agreement. Notwithstanding anything contained herein, the total amount of Cash Grants shall not exceed the amount specified in this Grant Agreement.

e. **Grantee Engagement.** Grantee will commit sufficient staff time and resources for the planning, implementation and management of the Project, including but not limited to: (a) reviewing and approving Grantor-designed educational materials; (b) developing and implementing an education program that includes the use of Grantee's website, digital content, and supported events; (c) producing and distributing educational materials; (d) supporting research and program analysis through the reporting and measurement data; (e) assistance with Grantor funded measurement activities; and (f) providing additional support as the Project requires.

f. **Public Education and Outreach Campaign.** Grantee will work closely with Grantor to develop and implement an effective education and outreach campaign, utilizing the approach outlined herein. Technical and design support will be provided by Grantor as set out in the Grant Agreement. Grantee will work closely with Grantor to maximize the educational efforts and materials developed during this campaign. The Parties mutually agree to leverage industry best management practices and available data, such as contamination and participation rates among residential households through time, to track the efficacy of the campaign and adjust the strategy in response to observed changing residential behaviors. At a minimum, this educational effort will focus on testing multiple messages and techniques in three (3) pilot areas all with the intent of increasing participation and capture of materials in the residential curbside recycling program. The educational effort will target approximately 42,000 households within Grantee's jurisdiction and will, at a minimum, utilize the following supporting tools:

- Multiple direct to resident mailers (two of which will contain specific information about recycling polypropylene containers);
- in-home recycling containers as determined by Grantor;
- an update to Grantee's website to align with direct to resident communication;
- digital tools; and
- other tactics as determined by Grantor's Community Program Manager.

In addition, and as agreed by the Parties, outreach efforts may be expanded to include one or more of the following:

- Public activation event to drive citizen engagement in recycling;
- language translation services;
- social media boosting;
- paid advertisements; and/or
- other strategies determined by the Parties.

g. **Graphic Design Edits.** Grantor will work with Grantee to customize educational materials to fit the needs of Grantee's campaign for the Project in accordance with the timeline established by the Parties. Grantor will provide two (2) rounds of edits to the graphic design of campaign materials. Additional rounds of editing on graphic design materials may be provided upon the mutual agreement of the Parties. Grantee must provide at least five (5) days written notice to Grantor's primary contact for any edits or changes to educational materials that are to be reviewed by Grantor. If Grantee uses a third-party for the design of education and outreach materials, Grantor will cooperate with such third-party by providing access to Grantor's tools, artwork, and images for use by such third-party in accordance with the Grant Agreement. Grantor will not, however, provide customized design services to such third-party. Print buying and approvals are the sole responsibility of Grantee unless otherwise agreed upon by the Parties. Grantee shall have all publications produced as a result of this Grant Agreement printed double-sided on recycled-content paper with a minimum of thirty percent (30%) post-consumer recycled content.

h. **Logo Usage.** During the Grant Period, Grantee shall use Grantor’s logo with the phrase “Funded in part by” on all materials associated with the Project, unless otherwise agreed by the Parties or prohibited by applicable law. Grantee hereby agrees that if the Project is funded by one or more funders including, without limitation, funders to the Coalition, then, in addition to Grantor’s logo, such funders may also require acknowledgment by Grantee in communications, educational and/or outreach materials, including the “Funded in part by” language, and the use of such funder’s logo(s). Prior to use, Grantor requires proof review and approval of any campaign materials developed by Grantee or a third-party that uses campaign images, graphics, or logos of Grantor and any of its funders. Upon receipt of materials for review, Grantor agrees to review proofs and provide feedback within ten (10) business days, or it shall forfeit the right to require the use of its logo, and the logos of the Coalition funders and any other funders, and the associated use of the “Funded in part by” phrasing. Grantor understands that under no circumstances may Grantee appear to be endorsing or advertising on behalf of a private business.

i. **Anticipated Timeline.** The Parties agree to develop and maintain a detailed project timeline, setting periodic milestones for the implementation of the Project. The anticipated key dates in the Project are as follows:

- March/April 2026 – Project on-boarding and planning
- May/June 2026 – MRF pre-audit
- June/July 2026 through November 2026 – Engagement Interventions
- November 2026 – post-project MRF audits
- November 2026 through May 2027 – monitor ongoing results.

The Parties acknowledge the difficulty of predicting the exact dates for implementation of the various elements of the Project. Accordingly, the above dates are intended as milestones, with the understanding that if unanticipated changes or delays in the schedule occur, the Parties may revisit the timeline and adjust the schedule as necessary for the successful implementation of the Project, including an extension of the Grant Period as needed.

j. **Reporting and Additional Post-Award Requirements.** Grantor’s provision of the Cash Grants and In-Kind Services contemplated herein is expressly conditioned upon Grantee’s satisfaction of following reporting requirements:

- **W-9.** Within fifteen (15) days of the Effective Date, Grantee shall provide Grantor with an Internal Revenue Service Form W-9, Request for Taxpayer Identification Number and Certification, signed and dated in the current year.
- **Baseline Data.** In order to establish a baseline for measurement of Project success, Grantee shall provide Grantor with monthly solid waste and recycling tonnage data (if any) for at least the twelve (12) month period immediately preceding Project commencement (the “Baseline Period”). If such data is not available, Grantee agrees to work with Grantor to develop

estimates of solid waste and recycling tonnage data for the Baseline Period.

- **Quarterly Reports.** Until the end of the Grant Period, or the one (1) year anniversary of Project implementation, whichever is later, Grantee shall deliver quarterly reports containing monthly solid waste and recycling data. Such quarterly reports shall be submitted electronically via a reporting system and format established by Grantor.
- **Solutions Hub.** Grantee shall establish a profile in Grantor's Recycling Program Solutions Hub (the "Solutions Hub"), and a representative of Grantee shall become a verified representative for Grantee's jurisdiction within the Solutions Hub. Access to and use of the Solutions Hub is provided at no cost to Grantee. Upon execution of this Grant Agreement, Grantee shall complete the general information section of Grantee's community profile, update information in the Solutions Hub for Grantee's current recycling efforts (if any), and submit recycling data for the Baseline Period into the Solutions Hub. Finally, to aid in the tracking of the long-term impacts of the Project, for a period of five (5) years following the end of the Grant Period, Grantee shall update its profile and report annually regarding its recycling efforts in the Solutions Hub. Grantor may, in its sole discretion, eliminate Grantee's cost-free access to the Solutions Hub at any time. In the event of such access termination, Grantor shall provide Grantee with an alternative reporting mechanism that is no more burdensome than the Solutions Hub, and Grantee's reporting obligations shall continue.
- **Final Report.** No less than thirty (30) days prior to the end of the Grant Period, Grantee shall submit a draft final report (the "Final Report"), to Grantor for review. Grantor will provide Grantee with the required format for the Final Report. Within fourteen (14) days of receipt of the draft Final Report, Grantor shall provide feedback to Grantee, including necessary changes and points of clarification. Grantee shall then incorporate any such revisions and submit a fully reviewed and approved Final Report within sixty (60) days of the end of the Grant Period.