

**School Waste Reduction and Recycling Grant
Program Application
2024 - 2027**

A. Applicant Information

SCHOOL or DISTRICT: Roseville Area Schools (ISD 623)
CONTACT NAME and TITLE: Todd Lieser, Supervisor of Buildings & Grounds
ADDRESS: 1251 County Road B2 West, Roseville, MN 55113
PHONE: 651-635-1649
EMAIL: todd.lieser@isd623.org

CURRENT STUDENT ENROLLMENT: 7,500 students
GRADES: PreK to 12
SCHOOL TYPE: (District or Charter) Public School District

PROJECT TITLE: Phase III: Waste Reduction, Recycling & Organic Waste Management Project
ELIGIBLE GRANT AMOUNT (per funding guidelines): \$190,000
TOTAL REQUESTED AMOUNT: \$190,000

Authorizing signature

The signature must be provided by an individual who has the authority to enter a contract on behalf of your organization (e.g., School Board Chair, Superintendent, etc.).

Name (typed or printed): _____ Title: _____
Signature: _____ Date: _____

B. Project information

1. Background and Description

Describe your current waste reduction and recycling program and any prior grants or resources the school or district may have received from Ramsey County or BizRecycling for waste reduction, recycling or organics management. Use the [School Waste Reduction and Recycling Best Practices Continuum](#) (“the continuum”) as a guideline to indicate which practices have already been established in your school or district. Describe what you intend to accomplish through the grant program.

DESCRIPTION OF ROSEVILLE AREA SCHOOLS

Located in Ramsey County, Roseville Area Schools serves all or parts of Arden Hills, Falcon Heights, Little Canada, Lauderdale, Maplewood, Roseville and Shoreview. The School District operates:

- Six neighborhood elementary schools
- A K-6 year-round inter-district integration magnet school
- A K-8 school
- A 7-8 middle school
- A 9-12 high school
- A community center that houses:
 - Pre-K programs birth to five
 - An alternative high school
 - An adult learning center

Enrollment in the District is growing, with just over 7,500 students in K-12 grades. Each year, about 30,000 people enroll in Community Education programs and activities. Early Childhood Education programs also draw more than 800 children and their families annually.

A current map of ISD 623 can be viewed at:

<https://education.mn.gov/mdeprod/groups/educ/documents/basic/mdaw/mdmz/~edisp/033117.pdf>

RAS has a long history of collaborating with Ramsey County and the consulting firm, EcoConsilium, to launch organics diversion programs. In 2003, Falcon Heights Elementary became the first school in Ramsey County to launch a food-to-hogs program and divert cafeteria food waste from the garbage stream. In 2008, Parkview Center School became the first school in Ramsey County to launch a comprehensive, best practices building-wide recycling collection system and a cafeteria food-to-hogs program. Between 2008 and 2013, the district launched food-to-hogs programs at six elementary schools: one middle school and the alternative high school. However, by 2014, the program had been discontinued at two elementary schools and the middle school due to operational concerns. In 2018, the program was discontinued at the Fairview Community Center due to low food waste volumes generated. The food-to-hogs program was never launched at the high school.

PRIOR GRANTS & RESOURCES

With prior grants, technical assistance, and resources RAS has completed Phase I and II of its waste reduction, recycling, and organic waste management project. A description of this previous work follows.

**RAS PHASE I
PROJECT FUNDING SOURCES, AMOUNT & USE**

Grant Funding & Assistance

- Ramsey County
Public Entity Innovation Grant (PEIG)
- Years Awarded: 2017 – 2019

Brief Description of Project

- Develop a Request for Proposals and execute a new hauler contract for trash and recycling services.
- Launch a best practices cafeteria: (a) food-to-hogs program; and (b) single stream recycling program, including milk and juice carton recycling.
- Launch a building-wide best practices trash and recycling collection container system.
- Eliminate one-time-use disposable lunch trays and plastic fork and spoon waste generated by the school's lunch program.
- Explore options to institutionalize adult supervision and monitoring of school cafeteria sort lines.

Project Funding Sources, Amount & Use

Source	Amount	Use
Ramsey County Public Entity Innovation Grant	\$100,000	Cafeteria sort table (partial cost) Farm barrel storage sheds & concrete pad Dishwasher purchase & installation (partial cost) Reusable lunch trays & silverware Trash, recycling & organics containers Consulting services
Donations from BizRecycling Grantees 1745 University Avenue, LLC Boston Scientific	\$5,326	Cafeteria Sort Table Trash & recycling containers
Carton Council School Carton Recycling Grant	\$5,000	Cafeteria Sort Tables (partial cost)
TOTAL	\$110,326	

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RAS PHASE II
PROJECT FUNDING SOURCES, AMOUNT & USE

Grant Funding & Assistance

- Ramsey County
School Waste Reduction & Recycling Grant Program
- Years Awarded: 2020 – 2023
(RAS was granted a 1-year extension due to complications related to the pandemic.)

Brief Description of Project

- Launch a best practices cafeteria: (a) food-to-hogs program; and (b) single stream recycling program, including milk and juice carton recycling.
- Launch a building-wide best practices trash and recycling collection container system.
- Eliminate one-time-use disposable lunch trays and plastic fork and spoon waste generated by the school's lunch program.
- Explore options to institutionalize adult supervision and monitoring of school cafeteria sort lines.

Project Funding Sources, Amount & Use

Source	Amount	Use
Ramsey County School Waste Reduction & Recycling Grant	\$126,830	Dishwasher purchase & installation Reusable lunch trays & silverware Trash, recycling & organics containers Cafeteria sort tables & farm barrel storage sheds
TOTAL	\$126,830	

PHASE III SCHOOL CONTINUUM

The RAS School Continuum for Phase III follows. The practices already established by the school district are highlighted in orange (baseline). The project goals the school district intends to accomplish by the end of the grant term are highlighted in yellow.

RAS Continuum Baseline as of May 2025		
RAS Continuum Goals by the End of the Grant Term		
BASIC	IMPROVED	ADVANCED
Administration	Administration	Administration
Obtain support from top decision makers as appropriate (Superintendent, Assistant Superintendent, Head of School, Executive Director, Principal)	Adopt a comprehensive district-wide or school-wide waste reduction and recycling policy and notify staff, students, and community	Adopt a comprehensive district-wide or school-wide purchasing policy or guidelines to support waste reduction and recycling
Review hauler contract, baseline trash and recycling costs and volumes and identify cost saving opportunities	Develop RFP and execute contract for trash and recycling services designed to financially reward schools for waste reduction and recycling and enhance vendor performance and accountability	Obtain from hauler, reports on school performance (trash and recycling tons or volumes)
	Establish waste reduction and recycling goals and strategies and develop performance metrics	
	Encourage and incentivize staff participation in waste reduction and recycling efforts	Include responsibilities for recycling and organics operations in job descriptions
Recycling and Organics	Recycling and Organics	Recycling and Organics
Establish procedures and infrastructure for a single stream recycling program at each building	Establish an organics program with sort tables and oversight by para's, lunchroom monitors, custodians, or transition student workers	Provide recycling containers for events such as weekend tournaments as well as outdoor spaces including stadiums and arenas
Provide standardized, color-coded, labeled, and paired trash and recycling containers in common spaces, offices, classrooms, and cafeterias	Establish milk carton recycling	Identify, on an ongoing basis, products currently not recyclable or compostable and switch to alternatives
Collect construction and demolition waste separately for reuse and/or recycling options	Right-size trash and recycling services to streamline operations and reduce costs	Implement methods to streamline collecting, consolidating, and transporting recyclables such as compacting and baling
Education & Information	Education & Information	Education & Information
Provide an easy to access resource so staff and students know what to recycle, where, and why	Develop a video or other effective education resource to use at the beginning of the school year and also make available on the website	Incorporate waste reduction and recycling education into the curriculum
Maintain information and resources in a centralized location and keep waste reduction, reuse, recycling, and contact information current	Report back to administration, staff, and students how the waste reduction and recycling program is performing, environmental benefits and financial outcomes	Recognize those involved in the waste reduction and recycling program
	Establish green teams to help with program performance, information, and education	Develop separate targeted education efforts for teachers and support staff, (facilities, food service, etc.) such as including during employee orientation
		Engage school partners and community on an ongoing basis (i.e. PTAs, community groups)
Waste Reduction/Reuse	Waste Reduction/Reuse	Waste Reduction/Reuse
Reduce one material from the waste or recycling stream (i.e., default all	Eliminate one material from the waste or recycling stream	Research alternatives to breakfast to go and/or pre-packaged meals and eliminate

printers/copiers to double-sided or have staff input a code in order to print)		at least one material from the waste stream
	Use reusable trays in cafeteria	Use reusable silverware and minimal pre-packaged/portioned items served in the cafeteria
	Reduce one source of food prep or plate waste generated in the kitchen and/or cafeteria	Establish a food share table, food donation program or other reuse opportunities in the cafeteria

PHASE III FUNDING REQUEST

The purpose of this grant application is to support Phase III of the district's launch of its Waste Reduction, Recycling and Organic Waste Management Project. RAS is requesting \$190,000 for Phase III, and Table 1 summarizes project goals.

Table 1. Phase III Project Goals

	Kitchen & Cafeteria		Building-Wide	
School	Eliminate Disposable Foodservice Ware	Food-to-Hogs/Milk Carton Recycling	Best Practices Collection Container System	Recycling Compaction
Parkview Center Elementary	Reusable Foodservice Ware			
Roseville Area Middle school	Reusable Foodservice Ware	Cafeteria Sort Table Farm Barrel Shed	Standardized, color-coded trash & recycling containers	
Roseville Area High School	Reusable Foodservice Ware	Cafeteria Sort Tables Farm Barrel Shed	Standardized, color-coded trash & recycling containers	Recycling Compactor & Receiver Box

Compaction Equipment for Recycling

RAS proposes to develop a safer process to collect, consolidate and haul recycling, reduce labor hours dedicated to flattening cardboard boxes for recycling, and dramatically decrease the frequency of hauler pick-ups and greenhouse gas emissions. Table 2 summarizes the significant reduction in the number of hauler pick-ups required to ship loose materials in dumpsters versus compacted waste and recycling. The number of recycling pick-ups per will be reduced from 156 per year. While current volumes calculate to be less than 11 hauls per year, we anticipate 24 hauls per year (twice monthly) to prevent odors. As standardized trash and recycling collection containers are implemented and cafeteria sort tables are put in place, there will be a much larger volume of materials diverted to recycling and this larger compactor size will accommodate that volume.

Table 2. Recycling Dumpsters vs. Compaction at Roseville Area High School

Current Dumpster Size	Number of Dumpsters	Pick-Ups Per Week	Cubic Yds Per Month	Pick-Ups Per Month	Pick-Ups Per Year
8 cu yds	1	3	104	13	156
Stationary Compactor, 40 yd	Calculating Compaction	Compacted Yds	Calculating Pick-Ups Per Month	Pick-Ups Per Month	Pick-Ups Per Year
3:1 compaction	104/3=	35	35/40=	0.875	10.5

Reusable Foodservice Ware

RAS proposes to continue the work from Phase I & II to expand reusable foodservice ware in one elementary school and the middle school. By purchasing reusable trays and flatware, we will eliminate the use of disposable trays and silverware, significantly reducing the amount of trash generated during lunch.

Cafeteria Sort Table & Farm Barrel Shed

RAS proposes to continue the work from Phase I & II to expand cafeteria sort tables, including the sorting of trash, milk cartons for recycling, and food and liquids for Food to Hog. Not only will this allow us to reduce the amount of trash generated during lunch, but we will also be able to access lower per-yard rates for trash hauling by removing food waste from the trash stream.

Standardized, Color-Coded Trash & Recycling Containers

RAS proposes to implement plans the same best practices building-wide trash and recycling collection container system for Roseville Area Middle School and Roseville Area High School that was developed in earlier phases.

2. Work Scope

Describe the goal(s) and the work scope tasks you will carry out using the resources and technical assistance available through the county. Include an estimated timeline for each activity. Use the continuum descriptions as guidelines where applicable.

Goals	Tasks/activities to support goal	Estimated start date	Expected completion date	Responsible person
GOAL 1 Provide standardized, color-coded, labeled and paired trash and recycling containers in common spaces, offices,	<ul style="list-style-type: none"> Obtain custodial input about trash & recycling collection system at each school Adjust, if needed, to the standardized collection container protocol developed in Phase I & II 	RAMS 7/1/2025 RAHS 7/1/2026	RAMS 8/15/2025 RAHS 8/15/2026	Buildings and Grounds Supervisor

classrooms and cafeterias.	<ul style="list-style-type: none"> • Develop a container placement plan for each school building • Obtain a vendor quote & order containers • Prep containers & label repurposed & new containers • Place new containers throughout school buildings 			
GOAL 2 Establish an organics program with sort tables & oversight by para's, lunchroom monitors, custodians or transition student workers Establish milk carton recycling	<ul style="list-style-type: none"> • Purchase cafeteria sort tables & farm barrel sheds • Lay concrete pad for shed, where needed 	RAMS 7/1/2025 RAHS 7/1/2-26	RAMS 8/15/2025 RAHS 8/15/2026	Buildings and Grounds Supervisor
	<ul style="list-style-type: none"> • Meet with school principals to develop a plan to launch a best practices cafeteria sort line for the food-to-hogs program & milk carton recycling • Train teachers & staff on the new best practices program • Train students on how to use the new cafeteria sort table and sort trash, food & beverage waste & milk cartons 	RAMS 7/1/2025 RAHS 7/1/2-26	RAMS 8/15/2025 RAHS 8/15/2026	Nutrition Services Supervisor
GOAL 3 Purchase a recycling compactor and receiver box for Roseville Area High School.	<ul style="list-style-type: none"> • Obtain a vendor quote. 	Immediately upon grant approval	8/30/25	Buildings and Grounds Supervisor
GOAL 4 Use reusable trays in cafeteria	<ul style="list-style-type: none"> • Meet with foodservice staff to plan for the switch from disposable to reusable foodservice ware 	RAMS 7/1/2025 RAHS 7/1/2-26	RAMS 8/30/2025 RAHS 8/30/2026	Nutrition Services Supervisor

Use reusable silverware in cafeteria	<ul style="list-style-type: none"> • Install new dish machines, where needed • Purchase reusable trays and silverware 			
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3. Evaluation

Describe how you will evaluate the overall success of the project. Define what success will look like. Include details about what you will measure and what your benchmarks will be. Address how you will know if you have met the intended project goals described in the work scope. Include both qualitative and quantitative methods of measurement. Refer to the continuum for baseline and evaluation criteria.

Goal 1 & 3 : Standardize Container Placement and Improve Recycling Outcomes

- **By the start of the 2025–26 school year**, standard container placement will be implemented at **RAMS**.
- **By the start of the 2026–27 school year**, standard container placement will be implemented at **RAHS**.
- **By the end of the 2026–27 school year**, we will increase our overall recycling rate by **10%** compared to the baseline established in the **2025 Solid Waste RFP**.

Goal 2: Implementation of Food to Hogs and reusable dinnerware

Phase II set a districtwide best practices precedent for the project as illustrated in Figures 1, 2, 3 and 4. **Phase III project success will be measured by the continued implementation of Phase II best practices in schools and other district buildings.**

In a typical school year, RAS estimates that the secondary schools scheduled to participate in Phase III discard:

- **400,00 Styrofoam™ trays**
- **400,000 plastic forks & spoons**
- **250,000 milk cartons**

The implementation of reusable lunch trays and flatware will eliminate disposable trays and plastic fork and spoon waste generated by the schools. The purchase of best practices cafeteria sort tables will help participating schools launch best practices food-to-hogs and milk carton recycling and increase diversion of rigid plastic containers #1, #2 and #5. Project success will also be measured by right-sizing trash and recycling services per the terms and conditions in the hauler contract executed in Phase II.

**FIGURE 1.
BEST PRACTICES CAFETERIA SORT TABLE**



FIGURE 2.
STORAGE SHED FOR BARRELS OF FOOD & BEVERAGE WASTE



FIGURE 3.
TRASH & RECYCLING COLLECTION CONTAINER PROTOCOL



FIGURE 4.
TRASH & RECYCLING COLLECTION CONTAINER PROTOCOL



4. Project staff

Please list the staff involved in the project and their roles and responsibilities. Consider the following

questions: Who will be the main contact person at the school for the project? Who will lead the project? Who will make sure the work is completed? Who will be responsible for ensuring timely reports are submitted to the county? Who will be responsible for project evaluation?

Name	Title	Email	Phone	Role in grant project	Responsibilities
Shari Thompson	Director of Business Services	Shari.thompson@isd623.org	651-635-1615	Project support from RAS administration	District support and financial oversight
Todd Lieser	Supervisor of Buildings & Grounds	Todd.lieser@isd623.org	651-635-1649	Project Co-Manager	-Oversee Solid Waste Management
Maria Amerman	Nutrition Services Supervisor	maria.amerman@isd623.org	651-724-6461	Project Co-Manager	-Oversee procurement of trays/flatware -Education and training for nutrition services staff and students

5. Sustainability

Consider how the project will continue or grow and how benefits will be maintained without additional resources from the county. Identify which project goals will directly influence sustainability of the grant project.

Sustainability of Phase III Outcomes

The outcomes of Phase III are positioned for long-term sustainability through the following mechanisms:

1. **Financial Incentives:** Schools benefit from exemptions covering up to **70% of combined State and County taxes and fees** on trash hauling and disposal services in Ramsey County.
2. **Cost-Effective Waste Hauling Contract:** The **new waste and recycling hauler services contract**, initiated in Phase I and renewed this year, has enhanced **cost-effectiveness, vendor performance**, and includes a **financial reward** for every **cubic yard of waste reduced, recycled, or diverted** from trash by the school district.
3. **Stakeholder Satisfaction:** Broad support and engagement from **school administration, teachers, staff, students, and the community** reinforce the expansion of RAS's **best practices in waste reduction, recycling, and organics management** across the district.

C. Project budget

Please attach a budget, including costs and items such as containers, educational materials, compostable bags, reusable foodservice ware, and other equipment needs. Provide justification for each item, outlining how it will be used to implement the project.

A Phase III project budget outlining costs for containers and equipment and how each item will be used follows.

RAMSEY COUNTY SCHOOL WASTE REDUCTION & RECYCLING GRANT				
ROSEVILLE AREA SCHOOLS	RAMSEY			
	COUNTY FACILITIES			
		BUDGET JUSTIFICATION	QUOTES ATTACHED	COST ESTIMATE
ELIGIBLE GRANT AMOUNT	\$190,000.00			
Standardized Containers & Materials Handling Equipment				
Roseville Area Middle School	\$21,600.00	GOAL 1		X*
Roseville Area High School	\$45,000.00			X**
Food-to-Hogs Program Launch				
Roseville Area Middle School		GOAL 2		
Cafeteria Sort Table (1)	\$3,199.00		X	
Farm Barrel Storage Shed (10 foot)	\$4,381.00		X	
Concrete Pad for Shed	\$4,000.00			X
32 Gallon Barrels & Dollies - Blue/Gray (8 sets)	\$960.00			X
Stanchions (4)	\$800.00			X
Squeegies, Tongs, Grabbers	\$500.00			X
Roseville Area High School				
Cafeteria Sort Table (2)	\$6,348.00		X	
Farm Barrel Storage Shed (10 foot)	\$4,381.00		X	
32 Gallon Barrels & Dollies - Blue/Gray (16 sets)	\$1,920.00			X
Stanchions (8)	\$1,600.00			
Squeegies, Tongs, Grabbers	\$1,000.00			
Recycling Compactor				
Stationary Compactor & Receiver Box (40 yard)	\$58,448.00	GOAL 3	X	
Reusable Foodservice Ware				
Roseville Area Middle School		GOAL 4		
Flatware	\$1,277.00			X
Lunch Trays	\$4,500.00			X
Parkview Center				
Flatware	\$800.00			X
Lunch Trays	\$4,500.00			X
Subtotal	\$165,214.00			
Additional 15% for Inflation	\$24,786.00			
TOTAL	\$190,000.00			
Balance	\$0.00			
*240,000 sq. ft. x \$0.09 per sq. ft. (ISD 622 container cost/sq. ft.)				
**500,000 sq. ft. x \$0.09 per sq. ft. (ISD 622 container cost/sq. ft.)				