



Reducing single use items. Reusing everything that can be. Recycling what's left. Renewing communities. Rethinking what's possible.

Re+ Circular Economy Grant

Reduce, Reuse & Recycle

Request for Applications

Released March 28, 2022

Due May 6, 2022 2:00 PM PDT





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II. Request for applications

Release Date:	March 28, 2022
Due Date:	May 6, 2022 by 2:00 p.m. PDT
Contact	circulargrants@kingcounty.gov
Funding:	Up to \$300,000 per grant (\$20,000 minimum) will be awarded from a total grant budget of \$1.8 million in King County Solid Waste Division funding.

Re+ Circular Economy Grant Information Session:

April 6, 2022 1:00 – 3:00 p.m. PDT

<https://us06web.zoom.us/j/82020495177>

Meeting ID: 820 2049 5177

One tap mobile

+12532158782,,82020495177# US (Tacoma)

+17207072699,,82020495177# US (Denver)

Interpretation and translation services are available to you at no cost. Please email circulargrants@kingcounty.gov by 12:00 p.m. PDT, Friday, April 1, 2022 to request these services.

Submitting an application

Proposals will be received through [the online platform](#) no later than 2:00 p.m. PDT on May 6, 2022. The services procured through this Request for Application (RFA) shall be provided in accordance with the following and the attached instructions, requirements and specifications. Applicants are responsible for checking [the online platform](#) for any updates, clarifications or Addenda to this RFA. Any Addenda to the RFA will also be sent via email to all applicants.





Interested parties may submit questions in writing prior to May 2nd at 2:00 p.m. PDT by circulargrants@kingcounty.gov. Responses to all questions received will be posted to the [Q&A document](#) posted on [the online platform](#).

Applicants are encouraged to complete their applications early to avoid any difficulties or errors in submission. The King County Solid Waste Division (SWD) is not responsible for any technical difficulties that an Applicant may experience, and late submissions will result in rejection of a proposal.

If potential Applicants experience technical difficulties with the online platform leading up to the due date, please email your Proposal to circulargrants@kingcounty.gov directly to avoid a late submission.

III. Equity and Social Justice

For many in our region, King County is a great place to live, learn, work and play. Yet we have deep and persistent inequities – especially by race and place – that in many cases are getting worse and threaten our collective prosperity. In 2020, King County Executive Dow Constantine [declared racism as a public health crisis](#) and set forth policy priorities to bolster King County’s commitment to being intentionally anti-racist and accountable to Black, Indigenous and People of Color (BIPOC). Equity and Social Justice (ESJ) is an integrated part of the County’s work and foundational to the work of the King County Solid Waste Division (SWD). Our goal is to ensure that all people, regardless of who they are and where they live, have the opportunity to thrive, with full and equal access to opportunities, power, and resources.

For all SWD-funded programs, we seek to support community-led and community-informed organizations that are reflective of and embedded in the communities they serve across all aspects of their leadership and service. We further seek to support organizations that recognize and address the disparities that exist in our communities.

Applicants will be asked to demonstrate an understanding and a commitment to the principles of equity and social justice as shown through their organization, work, or services. One aspect of this work includes understanding – at both a program and system level – structural and institutional racism as it plays out for individuals served through SWD-funded services, and the disparate impacts on individuals’ collective experiences and outcomes compared to the population as a whole.

More information about King County’s ESJ work is available at: <https://kingcounty.gov/elected/executive/equity-social-justice.aspx>



IV. Grant information

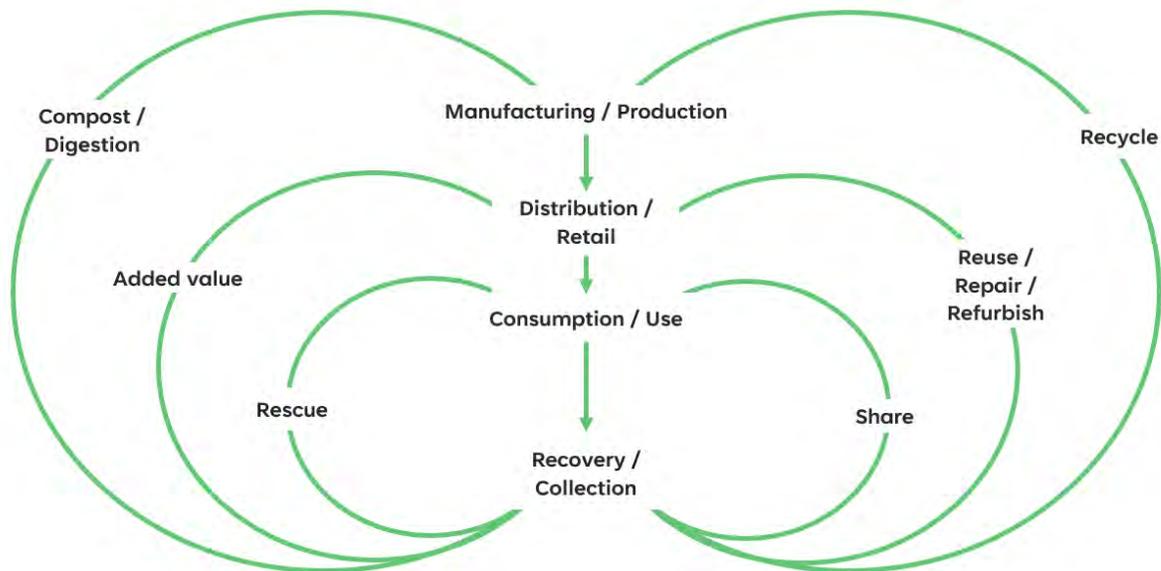
A. Introduction

The SWD is a division of the King County Department of Natural Resources and Parks (DNRP). DNRP’s mission is to provide regional parks and trails, protect the region’s water, air, land, natural habitats and historic properties and reduce, safely dispose of and create resources from wastewater and solid waste.

SWD is responsible for the public solid waste system that serves the people and communities of unincorporated King County and most cities within King County. The Cities of Seattle and Milton are not in the King County solid waste system. At SWD, our work delivers the zero waste of resources goal for the region. A key part of delivering this goal, King County's [Re+ Program](#) is a roadmap for a healthy environment and economy by reinventing the current waste management system and finding new purpose for the 70% of recyclable materials that go to the landfill each day.

This work is all central to developing a more circular economy where waste is minimized, materials are kept in use longer and natural systems are regenerated. More information on the circular economy can be found at the [Ellen MacArthur Foundation](#).

Circular Economy Model



*Prevention focuses on Design and Leakages



Preventing, reusing and recycling materials have significant benefits for King County residents, including tackling the climate emergency by reducing the greenhouse gases emitted throughout the lifecycle of materials and products. This could include the avoided energy consumption associated with the mining and extraction of virgin materials and reduced methane emissions generated from the materials' disposal.

A Circular Economy for all in King County

These Re+ Circular Economy grants are a companion element of [NextCycle Washington](#) intended to support the development of a vibrant and innovating market for material management in the region.

In addition to the Re+ Circular Economy Grants, SWD is also developing a grant and technical assistance program intended to further support community-based organizations and community-led projects by reducing barriers to accessing the benefits from the shift to a more circular economy. This directly supports the King County zero waste of resources goal to ensure that all people, regardless of who they are and where they live in the [King County Solid Waste service area](#), have the opportunity to thrive, with full and equal access to opportunities, power, and resources. This other new grant program is in development and will be separately launched later in 2022.

B. Grant description

The Re+ Circular Economy Grants are an important part of King County's commitment to zero waste of resources, which commits King County to stop sending materials of value to the CHRL by 2030. The grants are intended to help increase the prevention, reuse and recycling of material, so that we meet our zero waste of resources goal and reduce the impact our consumption has on our environment.

There is a total of \$1.8 million in grant funding available and applications may range from \$20,000 to \$300,000 per project. Grants are to be completed by December 30, 2023.





Re+ Circular Economy Grant Projects

Delivering a waste-free King County requires action throughout the waste hierarchy and supply chains. The success of the Re+ Program depends on both upstream actions – with a focus on prevention and reuse – and also on recycling materials that cannot be prevented or reused and that are collected in King County. Recognizing this whole system approach, the grant has two focus areas intended to support different approaches for a more circular economy:

1. **Prevention and Reuse:** This includes projects that: support reducing the amount of materials used or purchased in an organization or a community; use or develop infrastructure for the use of reusable products and materials; and share or donate items. Projects must either be taking place in or supporting communities in King County (outside of Seattle and Milton) or directly reducing materials being sent to the CHRL. Organic (including food waste and wood), plastic and paper are priority materials, but other materials will be considered; see the Evaluation Criteria and Application Scoring section for more details.
2. **Recycling:** This includes projects that are designed to create new markets or expand existing markets for recycled materials currently produced in the King County solid waste system. These grants could also support commercialization of technologies that replace virgin materials with recycled content, and improve the quality, increase the quantity, and/or grow the demand for utilizing recycled materials in manufacturing or other uses. Organic (including food waste and wood), plastic and paper are priority materials, but other materials will be considered; see the Evaluation Criteria and Application Scoring section for more details.

Each of the focus areas have distinct selection and scoring criteria – please refer to the Evaluation Criteria and Application Scoring section for more information. Projects must either be located in King County (outside of the city limits of Seattle and Milton) and/or will reduce material generated in the King County solid waste service area.

Priority materials

Almost 77% of materials of value sent to the CHRL are plastic, paper and organics (including food waste and wood). Since these are a priority for SWD, projects which directly address the prevention, reuse and recycling of these materials will be awarded higher points in the grant scoring process. Applications can also address other materials such as glass and metal but will likely need to demonstrate significant other benefits to be awarded grant funding. See the Evaluation Criteria and Application Scoring section for impact criteria used to rate and measure projects.



C. Grant Information session

A grant information session is scheduled to be held on April 6, 2022 1:00 – 3:00 p.m. PDT. This meeting will be held via Zoom at the below link and will be recorded. All prospective Applicants are encouraged to attend; however, attendance is not mandatory.

<https://us06web.zoom.us/j/82020495177>

Meeting ID: 820 2049 5177

One tap mobile

+12532158782,,82020495177# US (Tacoma)

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Interpretation and translation services for this meeting are available to you at no cost. Please contact circulargrants@kingcounty.gov by 12:00pm PDT, Friday, April 1, 2022 to request these services.

Questions arising at the grant information session or in subsequent communication with King County will be documented and answered in written form. A copy of the questions and answers will be posted [here](#). Applicants are responsible to check [the online platform](#) for any posted Addenda to this Request for Application.

V. Submitting an application

D. Who may apply

Eligible Applicants can choose to apply individually or jointly with others for a grant. Eligible Applicants include: businesses, community-based organizations, non-profits, tribal governments, universities/colleges and self-employed individuals. This grant is not intended for local governments, but they may partner on a joint application with other eligible Applicants.

E. Grant timeline

The following timeline represents the tentative schedule of the entire RFA process, from solicitation to program implementation. The dates listed here are subject to change. Applicants are responsible for monitoring [the online platform](#) for any changes prior to the submittal deadline.

I.	Request for Applications (RFA) released	March 28, 2022
II.	Grant Information Session See page 9 for information.	April 6, 2022 1 - 3 p.m.
III.	Final day to submit questions via the online platform or by emailing circulargrants@kingcounty.gov .	May 2, 2022 2 p.m. PDT
IV.	Proposals due	May 6, 2022 by 2:00 p.m. PDT
V.	Responses reviewed	May 9, 2022 through May 30, 2022
VI.	Interviews with Applicants (if applicable) King County reserves the right to conduct interviews as needed to make award determinations.	May 2022
VII.	Notification of selected and non-selected Applicants	May - June 2022
VIII.	Anticipated program/contract start date	June - July 2022

F. Eligible project elements

Applications must set out how the project supports the core objectives of the grant program and must have outcomes that are aligned with one, more or all of the below elements. Not all of the below elements will be applicable for all projects. Proposers should address the elements that are relevant to their specific project.

Prevention and Reuse Project Elements

- Projects that increase prevention or reuse of organic (including food waste and wood), plastic and paper materials.
- Projects that benefit frontline communities or those communities that often experience the earliest and most acute impacts of climate change, face historic and current inequities, and have limited resources and/or capacity to adapt.
- Projects that increase access to reuse programs and develop or build reuse infrastructure and systems.



- Projects that increase food rescue for human consumption.
- Projects that increase diverting food scraps for animal consumption.
- Projects that stimulate demand for reused materials and products.
- Projects that demonstrate improved economic and environmental impacts, including greenhouse gas reduction, jobs created, water saved, energy saved or other positive environmental and economic outcomes.
- Projects with benefits that exceed costs.
- Projects that increase prevention or reuse of non-priority materials (such as glass or metal). Note: projects that increase prevention or reuse of organic (including food waste and wood), plastic and paper materials will be given priority through scoring.

Recycling Project Elements

- Projects that increase collection and processing capacity of recyclable organic (including food waste and wood), plastic and paper materials.
- Projects that benefit frontline communities or those communities that often experience the earliest and most acute impacts of climate change, face historic and current inequities, and have limited resources and/or capacity to adapt.
- Projects that increase access to organic (including food waste and wood), plastic and paper materials recycling infrastructure.
- Projects that create new markets or expand existing markets and supply chains for recycled materials.
- Projects that stimulate demand for recycled materials and recycled content products.
- Projects that assist businesses that manufacture, market and use recycled-content products.
- Projects that commercialize technologies to replace materials with recycled content in order to improve the quality, increase the quantity and/or grow demand for utilizing recycled materials in manufacturing or other uses.
- Projects that include research and development of new uses for recycled materials that clearly demonstrate future diversion potential.
- Projects that demonstrate improved economic and environmental impacts, including greenhouse gas reduction, jobs created, water saved, energy saved or other positive environmental and economic outcomes.
- Projects that support King County's climate change priorities through measurable reductions in greenhouse gas emissions by implementing circular economy principles that reduce greenhouse gas generation.
- Projects that increase recycling and improve end markets of non-priority materials (such as glass or metal). Note: projects that increase prevention or reuse of organic (including food waste and wood), plastic and paper materials will be given priority through scoring.

G. King County boilerplate and contracting requirements

Successful Applicants are required to enter into a grant agreement with King County after accepting the grant. A grant agreement will consist of a signed contract (see [sample boilerplate here](#)) and will include the Applicant’s Scope of Work and agreed upon Budget (see [budget template here](#)), Timeline, Milestones, Metrics, and a [Grantee Disclosure Form](#). All contracts will be signed electronically using DocuSign.

If a successful Applicant fails to accept the obligations outlined in the final agreement, the grant will be withdrawn. King County reserves the right to offer partial funding for any grant application. There will be limited opportunities for negotiation prior to entry into a grant agreement. Opportunities to modify a signed agreement will also be limited.

The original application becomes part of the grant agreement, along with changes that may occur during contract negotiation. Additional requirements relevant to an individual project may be specified in the grant agreement.

H. Grant amounts, eligible costs and reimbursement process

The grant agreement will stipulate a project period during which the project must be completed and all expenditures must be made. Grants are to be completed by December 30, 2023.

King County reserves the right to offer partial funding for any approved Applicants. If partial funding is offered to an approved Applicant, the Applicant will be required to provide adequate evidence of other funding having been obtained.

Reimbursements will be for expenditures identified in the grant agreement. The final project report is due no later than three months after the grant has been completed or in the case of infrastructure investment, the technology is installed and/or constructed, but no later than December 30, 2023. Grantees must agree to supply data related to the project for up to five years from the project end date as requested by King County.

Projects costs that are incurred prior to signing the final grant agreement will not be reimbursed.

Ineligible Costs

Bad debts, including actual or estimated losses arising from uncollectible accounts receivable due from customers and other claims, and any directly associated costs such as collection costs, and legal costs are unallowable.

Costs of amusement, diversions, social activities, and any directly associated costs such as tickets to shows or sports events, meals, lodging, rentals, transportation, and gratuities are unallowable. Costs made specifically unallowable under this cost principle are not allowable under any other cost principle. Costs of membership in



social, dining, or country clubs or other organizations having the same purposes are also unallowable, regardless of whether the cost is reported as taxable income to the employees. Costs of alcoholic beverages are unallowable.

I. Evaluation criteria and application scoring

Applications will be selected based on the following: Each project application will be evaluated and given a score based upon the quality of response to questions within each of the areas outlined in the below table.

Applicants will also be asked about the geographic impact of their project. This is not directly scored, but this data is used to understand the location and impacts of each project.

Evaluation Criteria	Points (100 total possible points)
<p>Initiative Summary: Initiatives address needs around prevention, reuse, recovery, composting or recycling supply chain, which all support strengthening recycling infrastructure, working towards zero waste, and building a circular economy.</p> <p>1. What is the focus of your initiative? Options: Prevention & Reuse or Recycling</p> <p>2. Summarize your initiative in 2-4 sentences</p> <p>3. At what stage do you consider your initiative? Options: Early development, Planning and Strategizing, Implementation and Launch, Scaling and Improvement.</p> <p>4. Explain how the project will provide value for a circular economy.</p>	20 points
<p>Environmental & Climate Impact: Initiatives which project greenhouse gas savings, material diversion from Cedar Hills Regional Landfill, energy considerations and other environmentally minded positive impacts that can be measured or that work towards a circular economy.</p> <p>5. What material(s) does your initiative utilize? Only priority materials (organics, paper & plastic) may score full points.</p> <p>6a. For Prevention and Reuse projects, describe how this initiative will prevent or divert material from the Cedar Hills Regional Landfill. Please include any relevant metrics (i.e. number of businesses or residents reached, events held, etc.).</p>	20 Points





<p>6b. For Recycling projects, describe how this initiative will divert material from the Cedar Hills Regional Landfill. Include how much material is expected to be diverted, when this initiative will start diverting material, and how long this diversion will continue.</p> <p>7. Please describe how your initiative prevents the waste or utilizes the material(s) indicated above. If other material is prevented or utilized, please state the material(s) and how they are prevented or utilized.</p> <p>8. If known, what is the estimated greenhouse gas emission reduction to result from this initiative? Please provide your answer in tons of CO₂e (Carbon Dioxide Equivalent) reduced annually.</p> <p>9. Describe how your initiative reduces greenhouse gas emissions and positively impacts the environment.</p>	
<p>Equitable Impact: Initiatives that benefit and/or empower frontline communities or those communities that often experience the earliest and most acute impacts of climate change, face historic and current inequities, and have limited resources and/or capacity to adapt</p> <p>10. Provide a narrative, outlining specific actions your firm will commit to take and the expected outcomes to be realized during implementation of your project that will align with the County’s Equity and Social Strategic Plan. View the Plan at: https://www.kingcounty.gov/elected/executive/equity-social-justice/strategic-plan.aspx</p> <p>Examples of actions include but are not limited to:</p> <ul style="list-style-type: none"> a) Cultural competency training among Proposer’s staff (e.g., internships or job shadows); b) Ability to obtain input from culturally diverse populations; c) Integrating the needs of historically disadvantaged and low-income populations into tasks and deliverables; d) Other initiatives that will achieve outcomes applicable to the County’s equity and Social Justice Strategic Plan goals. 	20 Points
<p>Economic Impact and Potential: Initiatives which have potential to stimulate the economy, create or support local businesses along with building reliable, quality jobs. Market potential considers scalability of concepts, ability for ideas to capture higher amounts of materials along with economic growth. Clear demand identified for initiative in the market, filling a market need, adaptability in the market and realistic targets to address gaps.</p> <p>11. Describe how you expect your initiative to create new jobs or sustain current employment.</p> <p>12. If known, please provide the number of jobs this initiative will create.</p>	10 Points





<p>13. How would you describe the market potential of your initiative?</p> <p>14. What opportunities do you see to scale your initiative?</p> <p>15. What needs have you identified to take your initiative to the next level?</p>	
<p>Funding and Budget: Although match funding is not a requirement, concepts have clear sustainable funding opportunities for financial viability and have a plan to use grant funds in a fiscally responsible manner.</p> <p>16. How much are you requesting in this grant application for your initiative? Request amount can range from \$20,000 to \$300,000.</p> <p>17. Attach any relevant funding or budget documentation.</p> <p>18. Please describe how the requested grant funds are expected to be used. This may include planned milestones and purchases expected to implement your initiative.</p> <p>19. How do you expect to fund your initiative beyond grant funds given?</p>	15 Points
<p>Team and Partners: Consideration for the developed project team, collaborators, and other project partners. Team members are internal to the applicant’s organization, whereas partners are external. Partners refer to contacts external to your organization that will be directly involved in the execution of your project or may support your initiative, have financial involvement, or be an engaged stakeholder.</p> <p>20. Describe your project team and their roles.</p> <p>21. What prepares your team to be successful?</p> <p>22. Please provide information about your project partners. Project partners are not required.</p>	10 points
<p>References and stakeholder support: Provided references for services similar to those requested in this proposal who can verify the performance of the staff identified with respect to work quality, timeliness, collaboration and cost consciousness.</p> <p>23. Provide two references familiar with your work.</p> <p>24. Provide two letters from people, organizations, and/or community organizations in support of this proposal.</p>	5 Points

J. Application Review process

During the grant review process, Applicants may be contacted for clarification and for the purpose of negotiating changes in project activities, timelines and grant amounts, within the parameters outlined in the application instructions.





K. Application Questions

For inquiries regarding this RFA, please email questions to circulargrants@kingcounty.gov. Responses to all questions received will be posted to the [Q&A document](#) posted on [the online platform](#).

L. Confidentiality

This Application shall be considered a public document and will be available for inspection and copying by the public in accordance with the Public Records Act, chapter 42.56 RCW (the “Act”).

If the Applicant considers any portion of any record provided to the County under this Application, whether in electronic or hard copy form, to be protected under law, the Applicant shall clearly identify each such portion with words such as “CONFIDENTIAL,” “PROPRIETARY” or “BUSINESS SECRET.” If a request is made for disclosure of such portion, the County will determine whether the material should be made available under the Act. If the County determines that the material is subject to disclosure, the County will notify the Applicant of the request and allow the Applicant ten (10) business days to obtain an injunction in accordance with RCW 42.56.540. If the Applicant fails or neglects to take such action within said period, the County will release the portions of record(s) deemed by the County to be subject to disclosure. The County shall not be liable to the Applicant for inadvertently releasing records pursuant to a disclosure request not clearly identified by the Applicant as “CONFIDENTIAL,” “PROPRIETARY” or “BUSINESS SECRET.”



VI. Definitions and terminology

- **Circular Economy:** A systemic approach to economic development where waste is minimized, materials are kept in use longer and natural systems are regenerated.
- **Equity and Social Justice (ESJ):** As an integrated part of the County’s work and foundational to the work of the King County Solid Waste Division (SWD), our goal is to ensure that all people, regardless of who they are and where they live, have the opportunity to thrive, with full and equal access to opportunities, power, and resources.
- **Frontline communities:** Those communities that often experience the earliest and most acute impacts of climate change, face historic and current inequities, and have limited resources and/or capacity to adapt
- **Re+ plan:** King County's roadmap for a healthy environment and economy by reinventing our system of waste management. Our goal is to minimize waste by keeping valuable materials in use and out of the landfill. Through Re+, SWD is deepening our waste prevention and reduction methods.
- **Zero Waste of Resources:** King County’s goal to reduce valuable materials sent to the Cedar Hills Regional Landfill (CHRL) by up to 70%.