



Indiana Recycling Coalition
Memorandum of Understanding for
Commercial Food Composting Program

Thank you for participating in the Indiana Recycling Coalition's (IRC) Commercial Food Composting Program (CFCP), a one-year effort led by the IRC, in collaboration with IUPUI and Butler University, to create an efficient and cost-effective compost collection route serviced by Ray's Trash & Recycling and GreenCycle of Indiana as the commercial compost destination. To ensure the program's success, the IRC requests all participants follow the following basic guidelines:

- Utilize IRC-provided or suitable pre-existing collection supplies (bins, totes, bags, stickers, etc.) for the purpose of collecting food scraps only
- Allow IRC representatives to assist in training staff and other key personnel;
- Follow guidance on Greencycle of Indiana's acceptable compostable materials and commit to a zero-contamination policy through education, training, monitoring, and other methods;
- Incorporate IRC-provided (or internally branded, if preferred) signage into your program as an ongoing reminder of how to properly collect and store compostable materials;
- Enter into a service agreement with Ray's Trash & Recycling for the collection of the compostable materials;
- Work with the IRC to determine a reimbursement schedule for compost hauling costs
- Communicate any problems, small or large, with the IRC at any stage of program implementation so that we may troubleshoot;
- Display an IRC-provided window cling to let your visitors know you participate in the program;
- Allow the IRC to share basic information about your participation and program on its website, with the media, and with our grant funder, the Closed Loop Foundation;
- Consider easy ways to promote the IRC's role in food recovery Indiana via your own marketing to internal and external audiences to help further community awareness of food waste composting efforts;
- Enter into the program with the intent to make a reasonable effort to continue composting at your facility beyond the grant term of one year.

Entering into this MOU entitles your organization to receive the following financial support from the IRC:

- Coverage of the purchase of compost collection supplies and education materials;





- \$125 subsidy per compost pick up* for the first 12 weeks and \$62.50 subsidy per compost pick up for the second 12 weeks - calculated from the date of first pick up - for a total of approximately six months of compost hauling subsidies;
- Total reimbursement for the subsidy term of approximately six months shall not exceed \$2250 per participating entity;
- *Pick-ups shall not exceed once per week.

This is considered a good-faith commitment by both parties, and not a legally-binding contract.

On behalf of _____, I agree to these guidelines.

Name:

Title:

Organization:

Date:

SINCERELY,

CAREY HAMILTON
EXECUTIVE DIRECTOR

