

Food Waste Drop Off Expansion Program

Application

SWACO's Food Waste Drop Off Expansion Program helps communities within [SWACO's jurisdiction](#) get funding to launch or expand a food waste drop off program. These programs provide residents with the ability to compost their food by allowing them to collect materials at home and drop them off at a centralized location in their community. SWACO's [Best Practices for Food Waste Drop Off Programs](#) captures learnings from 11 community programs in Franklin County Ohio to help you plan, launch, and evolve a program in your community.

The goal of the expansion program is to expand the availability of food waste drop off sites to more communities in SWACO's jurisdiction. In 2025, funds are available for is open to communities who currently have less than 3 food waste drop off sites. Funding is available to help establish up to 3 total sites. For example, if a community already has 1 site, they are eligible to apply for funding for 2 additional sites.



Applicant Information

Applicant Name:

Applicant Job Title:

Applicant Email:

Applicant Phone:

Community Information

Community Name:

Community Mailing Address:

Community Website:

Population:

Food Waste Diversion Expansion Program Questions

Does your community already have a food waste drop off program? Please note the number of sites you have already and their locations.

For each site for which funds are requested, specify which characteristics were prioritized when selecting the site location (e.g. proximity to multifamily units, central location on community, geographic spread of all drop off sites, co-location with city-owned property or partner, etc.).

Funding Options

The table below shows the funds available for the launch of up to 3 new food waste drop off sites. No match is required. The recipient receives the full amount corresponding to the size of site they will be creating. 50% of the funds are provided up front. Any funds not used for enclosure or service costs must be applied to education or promotion about this program or returned to SWACO.

	Small Site 1-3 Bins	Medium Site 4-7 Bins	Large Site 8+ Bins
Enclosure Costs (materials only) <small>Enclosures are strongly recommended. Sites that will not have an enclosure are not eligible for enclosure costs</small>	\$300	\$600	\$900
Organics Hauling Fees	\$2,000	\$3,000	\$4,000

I am submitting for program funds for [____] (1,2,3) sites

Site 1

Address:

Will you construct an enclosure:

Site size:

Site 2

Address:

Will you construct an enclosure:

Site size:

Site 3

Address:

Will you construct an enclosure:

Site size:

Signage for outside and inside the site enclosure is provided by SWACO free of charge

Save More Than Food Community Campaign (worth up to \$15,000 depending on community size) is provided by SWACO free of charge

Evaluation Considerations

- Funds are available on a first come first serve basis throughout the year. Availability of funds is dependent on SWACO's annual budgetary allocations.
- Willingness to collaborate with SWACO on all elements of this program as outlined in this program and follow best practices for management of food waste drop off sites

Program Requirements

To be eligible for this program, applicant must agree to:

- Offer the access to the site at regular hours at no-cost to the public
- Follow SWACO best practices for education and signage
- Collaborate with SWACO on program implementation and site promotion through the Save More Than Food Campaign
- Ask site users to register for the program and send email notifications about the drop-off program (participate instructions, updates on program changes, etc.)
- Quickly resolve any contamination issues that may arise
- Submit annual organics diversion data and participation levels annually in January to SWACO
- Report data on program success, including annual tonnage and participation data
- Email participants a Food Waste Program survey at the end of the program period
- Maintain the site for at least 3 years

Application Process

- Send intent to apply email to foodwaste@swaco.org 2 weeks prior to sending in application and consult with SWACO staff to discuss any questions before submission
- Submit application to foodwaste@swaco.org
- Within 10 business days from the date which you submit your application, SWACO staff will review your application and schedule a meeting to discuss any questions staff may have and review implementation steps necessary to approve participation in the program.
- If the application is approved, the applicant will receive an award letter along with a program agreement for signature.

Reimbursement

An upfront 50% payment is provided once a recipient:

1. Has an executed program agreement
2. Submits a copy of their contract for 12 months service with a food waste hauler
3. Schedules a date with SWACO for the Save More Than Food Campaign that will occur within 12 months of award notification

To receive the final 50% reimbursement of funds, recipient must:

1. Submit an End of Program Report to SWACO staff
2. Submit other required documentation (see End of Program Report)

Application Acknowledgements

Applicant has reviewed the addendum below.

Applicant has read SWACO's [Best Practices for Food Waste Drop Off Programs](#) before applying.

Applicants agrees to partner with SWACO to run the [Save More Than Food Campaign](#).

Application Certification

In submitting this Application, I attest that I have read and understood the terms and requirements for the release and use of funds. I certify that the information contained in this proposal is true and accurate and to the best of my knowledge and belief.

Signature:

Date:

Printed Name:

Title:

Application Submission

Once you have completed this application, email it to foodwaste@swaco.org.

Title email "Food Waste Drop Off Program Application"

Addendum: Read before Applying

Save More Than Food Campaign

The Save More Than Food Campaign ([overview](#)) is a 6-week campaign that utilizes mailers, social media, other community communication channels, and consistent signage at food waste drop off sites to educate residents about food waste and options to divert and compost food waste in their community. Running the campaign involves engaging a community's communications staff to coordinate social media, newsletters and other communications. SWACO provides suggested content for the campaign which a community is encouraged to personalize. The role of staff from the community is primarily to 1) coordinate with SWACO for the development of communications (mailer, social media, newsletter) and 2) implement these in the community in addition to the 3) construction of the food waste drop off sites.

Food Waste Drop Off Program Programmatic Features

[SWACO's Best Practices for Food Waste Drop Off Programs](#) are community sourced and updated regularly. Drop off sites provide access for residents to divert food scraps for composting who may not otherwise be able to afford service, have the space at home to compost, or not be up to the task of composting on their own. Placing sites near multifamily housing (condos, duplexes, apartment buildings) is especially encouraged as these households typically have lesser opportunities to divert food scraps or compost.

Soliciting Pricing from Haulers

We strongly recommend that you solicit at least 3 quotes for service. If your community already works with a hauler for trash or recycling, it may not hurt to inquire with them about whether they would haul food waste. Collection from drop off sites occurs weekly at all of the communities in Franklin County. We recommend this pick up frequency when soliciting quotes.

Additional questions you may want to ask when soliciting quotes:

- What data do you provide on what's collected and how?
- How do you communicate about contamination?
- Do you provide totes and liners?
- Are you able to clean totes when necessary?

Haulers SWACO is aware of:

Go Zero

support@gozero.org
(844) 467-0874

Compost Exchange

Support@thecompostexchange.com
(614) 636-0155

Compost Clubhouse

Tia@compostclubhouse.com
(614) 500-3927

Local Waste Services

Jweaver@localwasteservices.com
(740)-503-9729