



Instructions: The Minnesota GreenCorps (MN GreenCorps) program is an AmeriCorps program coordinated by the Minnesota Pollution Control Agency (MPCA). **Please complete the application, answer all questions, and send via email to mngreencorps.pca@state.mn.us.** For more information, refer to the *Minnesota GreenCorps host site application guide*. Applications must be submitted electronically by **5:00 p.m. Central Time on Wednesday, March 18, 2020.**

Please note:

- In an effort to allocate MN GreenCorps member positions and resources to various communities, organizations will not generally receive more than two member positions per year.
- Current or past host sites are not guaranteed selection as a 2020-2021 host site.
- Operation of the 2020-2021 program year is contingent on funding. Confirmation of funds may not be available before the application deadline.
- MN GreenCorps host sites must have at least one full time paid employee. The minimum supervision requirement is at least 0.08 full-time equivalent (FTE) of a professional staff's time to supervise one MN GreenCorps member, or at least 3.2 hours per week.

I. Applicant and project information

Name of legal applicant organization: City of Duluth

Mailing address: 411 W 1st Street

City: Duluth State: MN Zip code: 55802

Applicant contact: Mindy Granley Title: Sustainability Officer

Phone: 218-730-5334 Email: mgranley@DuluthMN.gov

Website address: www.duluthmn.gov

What type of host site is your organization (check one): **New** **Current or past host site**

Contact information for authorized representative (individual responsible for signing legal agreements in your organization):

Authorized representative name: Emily Larson Title: Mayor

Mailing address: 411 W 1st Street

City: Duluth State: MN Zip code: 55802

Phone: 218-730-5317 Fax: _____

Email: elarson@duluthmn.gov

Please indicate your organization type:

- Government agency (local, regional, state, tribal, or federal)
(Examples include cities, counties, tribal governments, park districts, regional planning organizations, watershed districts, etc.)
- School district
- 501(c) (3) non-profit organization (**Note:** you must submit proof of 501(c) (3) status with your application)
- Not for profit institutions of higher education

Please indicate the member position type for which you are applying (must only select one). Details of the member position descriptions can be found in the *Minnesota GreenCorps host site application guide*.

- Air Pollutant Reduction
- Community Readiness and Outreach
- Green Infrastructure Improvements
- Waste Reduction, Recycling, and Organics Management

II. Narrative questions

Before responding to the following questions in the text box provided, review the pre-scoped position description as well as member prohibited activities (under section II of the *Minnesota GreenCorps host site application guide*).

Examples of prohibited member activities include attempting to influence legislation, advocacy for or against proposed legislation, providing a direct benefit to a for-profit business, writing a grant application to any federal agency, clerical work or research unless such activities are incidental to the member's direct service activities. AmeriCorps members cannot displace or replace previously employed, striking, or laid off workers (see the *Non-displacement policy* of the *Host site application guide*).

Project scope and outcomes

1. Provide an overview of the service project you propose.

The City of Duluth seeks a full-time GreenCorps member in the Waste Reduction, Recycling, and Organics Management service area. This member will specifically be tasked with outreach, education and expanding waste reduction efforts. Promoting individual action (backyard or municipal compost programs) and waste diversion participation during large community events will be key activities. The City of Duluth will engage this proposed member in a diverse and dynamic service projects where they will be able to connect with various community partners and across multiple City divisions.

In addition to waste reduction, we are also looking to have the member assist on Keep Duluth Clean. This effort is a community-initiative that aims to educate and reduce illegal dumping and littering, along with an annual April community cleanup. This initiative is currently being led by the Mayor's Office and the Park Maintenance Division, and a collection of committed businesses, including Loll Designs, Involta and the Duluth Experience. Flint Group, a marketing agency, is providing pro bono support for the marketing and outreach effort. We are launching the initiative this spring, with goals to engage 500 volunteers, remove 3 tons of trash and reach 5,000 people through our marketing efforts. This is anticipated to be a multi-year effort. The proposed GreenCorps member will be an active member of the Keep Duluth Clean committee and will provide essential support to our efforts as the program is established.

In 2019, the City of Duluth received much attention from local and state media for the launch of our #NoDuluthPoopFairy campaign. The environmental impacts of abandoned dog waste is substantial. It is estimated that Duluth produces 14 million tons of dog waste each year. Despite increased signage and education, failure to clean-up after dogs continues to be a problem for Duluth. The proposed GreenCorps member will be asked to continue to research, develop and implement new activities and programs related to the #NoDuluthPoopFairy campaign as part of their service year.

Finally, the proposed GreenCorps member will play an important and active role in developing outreach materials to tell the story of the City's sustainability efforts. These efforts will include conducting interviews, writing stories, and contributing written materials for use in a variety of communication platforms (i.e., social media, newsletters, press releases, websites, etc.)

2. Indicate performance measures that the project aligns with by checking the corresponding box and inputting estimated results. The service project may address any of the performance measures in any of the categories. **Projects must align with at least one performance measure outlined below;** alignment with two or more measures is encouraged.

Air

- Improve air quality:* Members will implement air quality improvement measures and education aimed at reducing air pollutants (i.e., fine particles, toxics, greenhouse gases) through avenues, such as reducing vehicle miles traveled or electrified, British thermal units (Btus) or Therms, etc.
- Retrofit public structures:* Members will apply energy conservation measures to improve the thermal performance of public buildings/structures. Retrofitted structures will result in reduced energy consumption and/or reduced energy costs.

Input estimated results (i.e., number of public buildings retrofitted):

Input estimated results:

Land and water

- Reduce nutrient pollution:* Members will implement nutrient reduction efforts, resulting in pounds of phosphorus removed, pounds per year of total suspended solids (TSS) removed, and/or chloride reduction.
- Improve public lands:* Members will implement best management practices to treat and improve acres of public lands through activities, such as removing invasive species, planting native trees, seeding prairie, etc.

Input estimated results (i.e., number of acres improved):

Input estimated results:

Waste reduction

- Reduce food waste through organics recycling:* Members will implement waste prevention or organics recycling resulting in pounds of organics prevented or diverted from the waste stream. Projects should focus on residential, institutional, or other public facilities.
- Divert waste:* Members will integrate sustainable waste management practices into daily operations at host site and community facilities to recycle, compost, prevent, or otherwise divert material from the waste stream.

Input estimated results (i.e., number of pounds of waste diverted):

Our goal is: 3,000 pounds of organics material managed and diverted from the landfill, along with waste benchmarking and reduction during large community events at Bayfront Festival Park

Input estimated results:

Outreach and education

- Educate or train individuals in environmental stewardship:* Members will educate and/or train individuals on environmental stewardship to improve land, air and water quality.
- Motivate individuals to change behavior or promise to change behavior:* Members will provide education and training that will result in individuals changing behavior or making a promise or pledge to change behavior to lessen environmental impact.
- Mobilize and/or engage volunteers in community service projects:* Members will recruit, train, and/or engage community members in local service projects.

Input estimated results (i.e., number of individuals receiving education):

10,000 individuals receiving education

Input estimated results (i.e., number of individuals committing to behavior change):

100 individuals committed to changing behavior in the #NoDuluthPoopFairy campaign

20 individuals committed to backyard composting

Other

- This project engages areas of environmental justice concern, per the *EJ Story map* found on the MPCA's website at <http://mpca.maps.arcgis.com/apps/MapSeries/index.html?appid=f5bf57c8dac24404b7f8ef1717f57d00>.

Input estimated results (i.e., communities engaged):

1 community engaged (City of Duluth)

- This projects addresses chloride reduction (i.e., road salt and water softeners)

Input estimated results (i.e., mechanism for chloride reduction):

Workplan

Member position goal statement:

A brief one to two sentences summarizing the overall goal of the proposed member project:

The overall goal of the proposed member is to research and initiate action on waste reduction to help mitigate climate change in Duluth. Community participation in organics recycling at home and proper waste sorting during large public events at Bayfront Park will both engage both citizens and visitors, and will help reduce waste-related emissions. Planning and promoting waste reduction and organics recycling will be a visual confirmation of our climate action commitments and model sustainable choices for the community. Research by the member into new programs and actions to collect organic waste across the community will help inform decision-making on future community-wide initiatives.

Complete the table below outlining a Workplan for the proposed member position. Members serve a total of 1,700 hours from September 2020 to August 2021. There are 300 training hours already included in the template below. Please input service activities totaling 1,400 hours. See the *Minnesota GreenCorps host site application guide* to reference the pre-scoped member position description and review the types of activities that fall under essential and marginal functions. See sample workplan on the MN GreenCorps' website at <http://www.pca.state.mn.us/mngreencorps>.

Member activities	Projected results/measures	General monthly timeline for each activity <i>(ex: September - February)</i>	Approximate hours of time allocated to each activity
<p>MN GreenCorps required orientation and quarterly trainings (approx. 100 hours)</p> <p>Other trainings, workshops, and conferences (up to 170 hours)</p> <p>Civic engagement activities (up to 100 hours)</p>	<p>Members attend all required MN GreenCorps trainings, including the three-day orientation in September and quarterly trainings. Members participate in conferences, workshops and other trainings throughout their service year. Members participate in civic engagement activities to broaden their experience and further engage in their community.</p>	<p>September – August</p>	<p>~300 hours</p>
<p>Review recommendations and research actions to recommendations in the Duluth Comprehensive Plan (Energy & Conservation Chapter, EC-1 to EC-14) and Duluth Climate Vulnerability report.</p> <p>Research and pilot climate action initiatives related to waste reduction. In particular: large public events can be visible demonstration of the City's sustainability efforts. Encouraging proper waste sorting during events hosted at Bayfront Park could be a great, visible pilot project. Other festivals in Duluth are working on this (for example: Grandma's Marathon, Bent Paddle's Festiversary, and the Lions Club Pancake Day) that the member can participate in and bring lessons learned back to the City.</p>	<p>Matrix of potential climate actions developed through research and with input from community groups and Energy Plan Commission, etc.</p> <p>Events attended to track compliance, participation, best practices for communication/outreach collected</p> <p>Resources for planning & implementing zero-waste/low-waste events gathered, modified, then developed for event-planners.</p> <p>Member inventories current waste reduction practices at Bayfront Park and pilots an effort to observe and track waste at various events.</p> <p>Member identifies best practices through surveys and in-person visits at events. Member researches best practices and options, then works to develop guidance for vendors and operational plans/resources to reduce waste at Bayfront Park through a consistent waste reduction strategy at all Bayfront events.</p>	<p>September - December</p> <p>December - June</p> <p>September - December</p> <p>May- June</p> <p>July- August</p>	<p>~ 400</p>
<p>Develop partnership with Duluth Community Garden Program to provide backyard/community garden compost education.</p> <p>Build relationship between area food shelves and food producers to divert organics for human consumption.</p> <p>Research and report on the feasibility of increased household/residential organic management with local waste haulers.</p> <p>Implement plan for to recover organics from City public orchards through the Edible Duluth initiative.</p>	<p>Develop relationship with Duluth Community Garden Program. Serve on any necessary workgroups/committees. Develop guidance materials on backyard/community garden composting. Distribute materials via social media and neighborhoods.</p> <p>Develop partnerships with at least three area food shelves and food delivery programs (i.e., Domiano Kids Café). Identify opportunities for diversion of organics to these programs.</p> <p>Meetings with local waste haulers. Development of educational materials on feasibility of organic waste collection.</p>	<p>September - August</p> <p>November - May</p> <p>November - August</p>	<p>~ 500</p>

Member activities	Projected results/measures	General monthly timeline for each activity <i>(ex: September - February)</i>	Approximate hours of time allocated to each activity
	Provide support for community education, activities and events at 10 public orchards.	September - October, June - August	
<p>Serve on the Keep Duluth Clean committee.</p> <p>Assist in developing and implementing the Keep Duluth Clean calendar of clean-up events and programs.</p> <p>Assist in volunteer recruitment efforts related to Keep Duluth Clean.</p>	Serve on the Keep Duluth Clean committee by attending monthly meetings. Develop a minimum of 10 clean-up events and assist in recruiting at least 300 volunteers.	September - August	~ 200
<p>Research, develop baseline data and work to improve effectiveness of education and outreach concerning dog waste issues.</p> <p>Assist in volunteer recruitment efforts related to #NoDuluthPoopFairy.</p>	<p>Develop survey to document baseline data of at least 500 pet owners. Survey to assess dog owner knowledge of the negative impacts of abandoned pet waste.</p> <p>Research and develop education and outreach materials, events and activities. Recruit volunteers.</p> <p>Implement outreach/volunteer efforts. Conduct post-survey.</p>	<p>September - February</p> <p>March - August</p>	~ 200
<p>Conduct interviews, write stories, and share sustainable City and community actions around waste reduction and other sustainability initiatives.</p> <p>Contribute written materials and stories in various formats (social media, newsletters, press releases, websites, etc.) for sustainability communication platforms.</p>	Sustainability data and stories are gathered, organized, and communicated to public for the City on websites and social media. Links/engagement will be tracked.	September - August (as stories, data updates are available)	~ 100

Community need/involvement

1. Describe how the proposed project will have a positive environmental impact on the community or communities your organization serves. The MN GreenCorps program prioritizes host site projects that support communities with higher concentrations of low-income residents and people of color, including tribal communities. The MPCA's criteria and interactive mapping tool are on the MPCA's website at <http://mpca.maps.arcgis.com/apps/MapSeries/index.html?appid=f5bf57c8dac24404b7f8ef1717f57d00>.

Please indicate if the project will serve under-represented, economically disadvantaged, or rural populations:

The proposed project will have a positive environmental impact on the City of Duluth by reducing waste, diverting organics from landfills, increasing the consumption of what would otherwise be organic waste, and promoting a culture of personal action and sustainability in how residents engage with organic waste.

According to the MPCA's interactive mapping tool, the City of Duluth meets the criteria of having a higher concentration of low-income residents. The percentage of people impacted varies across our neighborhoods.

The proposed project will serve all of Duluth, and will not focus primarily on under-represented, economically disadvantaged or rural populations. However, certain aspects of the proposed GreenCorps position will target at-risk populations. Specifically, this would include the service priorities related to looking at creative ways to increase consumption of otherwise wasted organic material through building strategic relationships with local programs and food shelves that serve a predominately economically disadvantaged population. Additionally, illegal dumping and littering seem to impact neighborhoods that are traditionally lower-income. Our efforts to educate and clean-up through Keep Duluth Clean will focus on those sites hardest hit.

2. How will the proposed MN GreenCorps member position engage community members and/or mobilize volunteers?

The proposed position will be actively engaged in outreach to the community, as well as mobilizing volunteers. The proposed GreenCorps member will play a critical role in creating content to advertise and promote sustainability efforts and practices being initiated by the City of Duluth - both those efforts supported by this position and those of other City staff and divisions. A large portion of the proposed position asks the member to educate the public on doing the right thing with their trash, organic waste and pet waste. This position will also have the member mobilizing volunteers to help with clean-up events (Keep Duluth Clean) and at local educational booths and City-sponsored events.

3. If your member project requires support from other partners, either internally (e.g., other departments like IT, facilities maintenance, etc.) or externally (e.g., a school district), please list these partners below, and describe how the partnership will work. What actions will you take as the host organization to ensure that partners are fully in support of and engaged in the project?

As applicable, to demonstrate a commitment by these partner departments or organizations, provide letters of support as attachments when submitting this application (list the attachments below):

Mayor's Office - The Mayor's Office recently hired a Sustainability Officer, Mindy Granley, to direct and coordinate the management, implementation, and further development of the City's sustainability programs. Ms. Granley will provide work planning and guidance as part of being co-supervisor of this position. She will support to the member in their project progress, manage 50% of the anticipated work plan, track in-kind resources, and approve member timesheets. Ms. Granley will meet weekly with both Cheryl and the member to provide feedback and technical expertise, along with addressing barriers and concerns that may arise in the member's work. (Letter of Support attached)

Parks Maintenance - The Park Maintenance Division of the City of Duluth is the key internal partner with the Keep Duluth Clean and Edible Duluth initiatives. As such, Park Maintenance Operations Coordinator, Cheryl Skafte, will be responsible for managing 40% of the members work plan, along with hosting the member at her office and day-to-day activities. Park Maintenance will provide the member work space, including computer, phone, and vehicles needed for this position. Ms. Skafte and Ms. Granley will work together to provide overall support and a coordinated, prioritized work plan to the member.

Property and Facilities Management (PFM) - The City's PFM division manager, Erik Birkeland is the Supervisor for Park Maintenance. Our two divisions work closely together as many of the facilities overseen by PFM are also within the Park system. Mr. Birkeland has indicated his support verbally to have his janitorial staff continue to build on the partnership they have developed with 2019-2020 GreenCorps member, Kaija Roy. PFM is committed to continuing to ensure recycling compliance and are open to investigating the capacity of City buildings to incorporate organic recovery.

Park and Recreation - Park and Recreation leads on dog waste outreach and education. They have an expanded Recreation Specialist team that could be utilized in programming efforts related to community education, Edible Duluth and organics management. The member would work with leadership of Parks and Recreation to implement these aspects of the work plan. (Letter of Support attached)

Regional Stormwater Protection Team (RSPT) - We work closely with Lucie Amundson, local representative on the RSPT and the MPCA's Duluth Public Information Officer on efforts related to the #NoDuluthPoopFairy campaign. Ms. Amundson has agreed to work with the GreenCorps member to support outreach efforts related to reducing abandoned dog waste and increase pet owner compliance with picking up after their dogs. (Letter of Support attached)

Keep Duluth Clean Committee - The Keep Duluth Clean committee is responsible for the overall implementation of the initiative. They are excited about the potential of having a GreenCorps member to assist with scaling the initiative in year two of the effort. The GreenCorps member will have a seat on the planning committee, attend regularly scheduled meetings, and be asked to take on a key leadership role in the development/implementation of events and activities. (Letter of Support attached)

Duluth Community Garden Program - The Duluth Community Garden Program (DCGP) will be a key partner in the work related to organic management. Specifically, the DCGP will provide mentorship on work plan items related to partnership with local food shelves and food delivery programs for low-income residents, as well as education and outreach related to residential efforts to initiate composting efforts. (Letter of Support attached)

Organizational capacity and commitment

Please respond to the following questions about your organization:

1. In one paragraph, describe your organization's mission. Include a description of the community your organization serves, qualifications of your staff, the number of paid staff, and experience (if any) with hosting AmeriCorps members:

The City of Duluth, with a population of around 87,000, seeks to develop effective public policy rooted in citizen involvement that results in excellent municipal services, while creating a thriving community prepared for the challenges of the future. The City Divisions and partners applying for this proposed GreenCorps member are working hard to find solutions that promote and encourage sustainability of our City and its infrastructure.

The lead City divisions in this application, the Mayor's Office and Park Maintenance, employ a number of full-time staff. The Mayor's Leadership Team has approximately sixteen full time staff members. Park Maintenance has 21 full time staff members.

Both Ms. Granley and Ms. Skafte have experience hosting AmeriCorps members, each having supervised GreenCorps members in the past.

2. Describe how your organization's current efforts and activities reflect the commitment and expertise you can provide to support a MN GreenCorps member. Include examples as appropriate:

The City's is currently engaged in a number of efforts and activities that demonstrate our commitment to the priorities of the proposed GreenCorps position description. The Mayor's Office has taken a big step in prioritizing sustainability efforts by hiring a full-time Sustainability Officer. The goal of this position is to be responsible for improvement of City policies, programs, and initiatives that promote local environmental, energy, economic, and social sustainability. They will develop ordinances, regulations, and associated programs while serving as the primary liaison to the business community on sustainability efforts.

In 2012, the City of Duluth created a series of public orchards in our park system. We have committed staff resources to maintaining the health of these apple trees so they would reach maturity disease-free. These trees are now producing fruit, and we are committed to finding ways to harvest the trees to ensure that the food is not wasted.

The Mayor's Office and Park Maintenance are currently actively engaged in the launch of the Keep Duluth Clean initiative. We are working to generate funds, create and host clean-up events, and actively sit on the planning committee.

3. A host site supervisor must be able to provide **at least 0.08 FTE per member**, which equates to a **minimum of 3.2 hours each week. The supervisor should be a FTE employee of the host site or a partnering organization.**

Describe how the host site supervisor will meet this requirement.

Ms. Skafte and Ms. Granley are both full-time staff at the City of Duluth and they will meet weekly with the GreenCorps member to review work planning and priorities. Ms. Granley will report in-kind contributions and approve member timesheets in a timely manner.

Please provide the background/qualifications of the staff member in your organization who will be responsible for day-to-day supervision of the MN GreenCorps member from September 2020 through August 2021. **Please note that the supervisor is required to attend an all-day orientation training in September.**

Ms. Granley will be the lead supervisor for this position. However, seeing that the member will be physically located at Park Maintenance (where Ms. Skafte is located) and not City Hall (where Ms. Granley is officed), we are including backgrounds on both staff.

Mindy Granley – Sustainability Officer – City of Duluth - As Sustainability Officer, I create, advance, manage, and coordinate sustainability initiatives within the City and community. I am responsible for the improvement of City policies, programs, and initiatives that promote local environmental, energy, economic, and social sustainability. Prior to my work at the City of Duluth, I directed sustainability efforts at the University of Minnesota Duluth, including operations (carbon tracking, waste reduction, storm water management), student engagement, education and outreach, and integration of sustainability into research and learning experiences for students. Before UMD, I spent 6 years in northern Minnesota working at the local, regional, and state scale on watershed management.

Cheryl Skafte - Park Maintenance Operations Coordinator - City of Duluth - As the Park Maintenance Operations Coordinator I oversee special projects related to park maintenance operations. These include our special service initiatives, including reLEAF Duluth, Duluth Invaders, Clean and Green (i.e., Keep Duluth Clean) and Edible Duluth. Prior to my work at the City of Duluth, I have had extensive experience in the non-profit sector, working for United Way of Greater Duluth, the Duluth Children's Museum and the Duluth Area Family YMCA. My work at the YMCA was a program coordinator for True North AmeriCorps, an education-based service program funded through ServeMN and the Corporation for National Service.

Contact information for on-site supervisor:

Supervisor name: Mindy Granley Title: Sustainability Officer
Email: mgranley@duluthmn.gov Telephone: 218-730-5334

4. MN GreenCorps is a program that offers individuals professional, educational, and civic growth, particularly in the environmental field. **Potential members may not bring highly specialized skills to their position.** Describe how you will support the member in terms of on-site training, professional development, staff support and expertise, etc.:

GreenCorps members serving with the City of Duluth would be provided a unique opportunity to gain hands-on experience in how systems related to protecting and preserving our environment are managed at a municipal level. We appreciate and understand that the member placed with our organization may not have direct experience and/or specialized skills related to their position. The City of Duluth is committed to supporting the member by providing on-site training regarding technology, time management, and project planning. Funding support for professional development opportunities will be made available to the member, as needed, related to the goals of the position.

5. What financial and/or material resources will your organization make available for MN GreenCorps member(s) projects and activities, should these be needed? MN GreenCorps members receive a minimal training budget from the MPCA to utilize throughout their service. We do encourage host sites to assist with providing training opportunities or funding for their member to attend trainings, conferences, etc. throughout the service year.

The City of Duluth is committed to providing a quality experience, rich in networking, professional development and training. The member will be invited to participate in on-site trainings, as available, and will be invited to attend additional training and conferences, as applicable. In addition, the member will be outfitted with necessary equipment and materials to complete work plan activities, including the publication of outreach materials, necessary tools, equipment and safety gear, and any program fees/registrations.

6. Host sites are required to provide reasonable workspace for members to complete the tasks of their project, which includes a desk, phone, computer, email account, etc. Describe the dedicated office space (with approximate square footage) the member will occupy for the 11-month term of service and the equipment and services that will be made available to allow the member to carry out the work:

The member will be assigned to a workstation approximately 70 square feet in a shared office space. The member will be given a computer, with internet and a city-assigned email address, a desk phone with a direct number, copier access, mileage reimbursement, access to city-vehicles for transportation (with valid license and background check), and all basic office supplies.

7. Is your organization able to provide recommendations and or assist your member in securing local housing? *(not required)*
 Yes No

8. **Travel:** If traveling is required for the member service activities, the host site must provide transportation for the member (access to fleet vehicles, mileage reimbursement, bus fare reimbursement, etc.). Please keep in mind that some members may not have access to a personal vehicle and some members may not be eligible to drive. If you indicate that driving is required, you may limit the number of members eligible for your site.

- A. Is the member required to drive in order to access or complete service activities?

Yes No

- B. How will the host site provide transportation for service-related activities?

The host site will reimburse mileage for the members use of a personal vehicle.

The host site will provide a transit pass or reimburse the cost of public transportation.

The host site will provide access to an organizational vehicle.

Please note: *The members will be covered under the MPCA Commercial General Liability and Commercial Automobile Liability insurance policies as volunteers. If the members are using vehicles belonging to the Host Site organization to conduct business on behalf of the Minnesota GreenCorps Program, the Host Site's insurance is primary. Any other insurance that may be available would only respond after the organization's insurance is exhausted.*

- C. Is your organization able to provide transit discounts for a MN GreenCorps member, if applicable? *(not required)*

Yes No

Sustainability

1. How do you see this work continuing after the MN GreenCorps member completes their service?

Upon completion of the GreenCorps members service year, we anticipate that work will continue through the following:

- Further development and establishment of the Keep Duluth Clean initiative
- Continued implementation of the Edible Duluth initiative
- Implementation and improvement of the #NoDuluthPoopFairy campaign
- Development of materials for outreach and education
- Continued implantation of volunteer program designed by GreenCorps member for public events related to waste reduction practices

The good work accomplished by the GreenCorps member will also be seen in the continued benefits of residential/institutional composting efforts of those that join in on the effort during the 2020-21 service year. The GreenCorps member's research and actions related to the Duluth Climate Vulnerability Report will also continue to be supported. We will look at how we can capture the GreenCorps members work in a way that sets up systems and processes that will allow the work to continue into the future.

2. How does this project fit into your organization's long-term goals?

This project aligns with the City's goals to connect and collaborate across departments on sustainability outcomes, as well as developing capacity for climate initiatives at the local level. The member's research, outreach, and initiatives will support the Sustainability Officer in implementing actions around Energy and Conservation goals outlined in the City of Duluth's Comprehensive Plan, *Imagine Duluth 2035* (available online at: <https://duluthmn.gov/planning-development/guiding-documents/guiding-documents-overview/>)

Current or past host sites only

Review Section VII of the *Host site application guide* with considerations for current or past host site applicants.

1. Identify the program year(s) your host site previously participated, focus area(s), and the number of members hosted:
 - City of Duluth - Parks and Recreation - 5 past members (2009-2010, 2011-2012, 2012-2013, 2015-2016, 2017-2018)
 - City of Duluth - Property and Facilities Management - 2 past members (2016-2017, 2019-2020)
 - City of Duluth - Public Works and Utilities - 1 past member (2016-2017)

Topic Areas:

- Air Quality - Energy Conservation
- Green Infrastructure - Stormwater
- Waste Prevention and Recycling
- Air Pollutant Reduction
- Green Infrastructure - Forestry

2. Describe evidence of the effectiveness of your current or past member projects, including environmental results, and how you will build on these results if awarded another member:

Evidence of effectiveness can be found in the success that former GreenCorps members have found within the City of Duluth. Shawna Mullen (2011-2013) continued her tenure at the City of Duluth as a part-time Tree Inspector, until finding full-time employment as the Active Transportation Coordinator at Healthy Duluth Area Coalition in 2016. Kevin Malmquist (2015-2016) continues to serve as a volunteer with our Duluth Invaders service initiative. Erica (Storm) Vatsaas (2016-2017) found full-time employment with the City of Duluth as a Project Technician with our Property and Facilities Management division. Alayna Johnson (2017-2018) retained a part-time position with Park Maintenance, continuing her work on waste reduction and recycling, after completing her year of service. She is currently serving in a provisional capacity as a Project Technician with Parks and Recreation's Stewardship team.

We have continued to support the projects and initiatives started by previous GreenCorps members. Work completed by Mr. Malmquist helped set the stage for the creation of a Cooperative Invasive Species Management Area in Duluth, an effort which has seen a full-time coordinator for the last three years in our community. The tree inventory that was done by Ms. Mullen helped secure a full-time City Forester. The recycling research that was completed by Ms. Johnson has propelled Park Maintenance to have 100 percent compliance on pair garbage/recycling throughout our parks system this year.

Most recently, Kaija Roy (2019-2020) has been working to improve recycling in City buildings. She had shadowed janitors to address issues with recycling contamination and did a preliminary assessment for organics recycling. This application has the proposed member working closely with colleagues in Property and Facilities Management to address continued recycling contamination and explore organics recovery opportunities.

The proposed GreenCorps member builds on these results. Most directly, the proposed position will continue the work started by Ms. Johnson during her service year. Keep Duluth Clean is an effort that grew out of the work the City has done on documenting abandoned waste and illegal dumping. We have done much to look at growing our recycling systems, and moving to organic management is an appropriate next step.

3. Describe how this proposed member position is unique from past member positions at your organization:

The City of Duluth has a rich history with GreenCorps. We are honored that organization has been selected to support members in the past. We truly believe in the program and have seen first-hand the amazing impact members have on the City of Duluth.

The proposed member position is unique from past member positions in its focus and intent. While we have hosted a Waste Prevention and Recycling member, we have not hosted one with an intentional focus on organics and large event waste reduction. The addition of a Sustainability Officer also provides a new level of organizational commitment and staff expertise that we have not had in previous years. The proposed action plan is diverse and rich, providing an array of opportunities to work across City departments and with community partners in a way that has not happened before.

4. Describe any improvements you plan to make in terms of project oversight, member supervision, implementation, and results:

Ms. Granley and Ms. Skafte will work closely to ensure that the member is successful. There will be an increased commitment to weekly meetings between the member and supervisor to ensure that careful tracking of the work plan is monitored.

III. Supporting documentation

If your organization is governed by a Board, please provide a *Board resolution* in support of this application (see example in the *Minnesota GreenCorps host site application guide*). If the Board resolution cannot be provided by the application deadline, provide an explanation below and the date when it will be submitted. 501(c) (3) non-profit organizations must submit proof of 501(c) (3) status with the submittal of application. Relevant letters of support from partner organizations or internal departments are encouraged and accepted at the time of application and throughout the selection process.

	Yes	No	N/A	Comments
Authorizing Board resolution	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	We will seek City Council approval of a GreenCorps agreement should we be awarded a position.
Proof of 501(c) (3) status	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Letters of support	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	