



Grant Program for Single-Use Foodware Reduction

The Town of Truckee is offering one-time grant funding to assist businesses in transitioning to the new Foodware Requirements of the Town's single-use foodware reduction ordinance. The below categories are available to provide up to \$1,500 of funding for eligible businesses. Eligible businesses can apply for funding for both Category A and B, they are not restricted to one category.

Category A: Dishwashing equipment

Eligibility: Prepared food vendors within Town of Truckee limits are eligible. Prepared food vendors include a food service establishment (carry out, quick service, full service); bakery; food products store; drugstore; bar; and other similar establishment selling prepared food (prepared on-site at the vendor) to be consumed on or off its premises.

Eligible use of grant funds: Up to \$1,000 reimbursement for procurement or installation of new or upgraded (e.g. larger capacity) equipment to wash and sanitize reusable foodware. Eligible dishwashing expenses may include purchase or pre-paid lease of new dishwashing equipment and reimbursement for permit fees required for dishwasher installation. Note: dishwashing chemicals are eligible under funding Category B.

Category B: Single-use foodware reduction

Eligibility: Prepared food vendors within Town of Truckee limits currently utilizing disposable foodware products for in-house dining are eligible. Prepared food vendors include a food service establishment (carry out, quick service, full service); bakery; food products store; drugstore; bar; and other similar establishment selling prepared food (prepared on-site at the vendor) to be consumed on or off its premises. See reporting requirements below.

Eligible use of grant funds: Up to \$500 reimbursement for:

1. Procurement of reusable foodware to replace disposable foodware (plates, glassware, cups, trays, baskets, cutlery)
2. Procurement of bulk dispensers for condiments, utensils, napkins, or other products to assist with self-serve stations for accessory foodware items
3. Dishwashing chemicals

Staff wages are not eligible for grant funding. The list of eligible reimbursable items above is not exhaustive. Contact recycle@townoftruckee.com to confirm if other products are eligible.

Deadlines:

- Grant applications for funding are due by December 1, 2023
- Reimbursement forms and documents are due by February 1, 2024

ATTACHMENT 2

Program Schedule and Requirements:

1. A 1099 form must be returned with the grant application.
2. Reporting: Businesses seeking reimbursement for procurement of products under Category B shall submit baseline data of annual quantity of disposable foodware and dishwashing chemicals purchased. Data will be used to measure the number of disposable foodware products used and cost savings before and after implementation. Technical assistance from Town staff is available.
3. Town funding will be dispersed on a reimbursable basis as a single payment to the business. Once notified of the award amount, businesses must submit a reimbursement form, and itemized receipt of payment or invoice and proof of payment, for each product purchased. Only eligible products should be on a receipt or invoice. Reimbursement forms and documentation of all purchases are due by February 1, 2024. The grant award will be paid when all reporting requirements and reimbursement documents have been received by the Town.