



Environmental Services
215 N. Mason
PO Box 580
Fort Collins, CO 80521
970.221-6600
970.224-6177 - fax
fcgov.com



City of Fort Collins Business Compost Service Rebate

Rebate Information

Program Rules

- Rebate is only available to businesses located within the city of Fort Collins.
- Rebate is available to the entity that pays trash service bill (either the business owner or property management company).
- Business cannot be based out of a single-family home.
- For the purpose of this rebate, "business" is intended to mean any entity or type of organization, including for-profit or nonprofit organizations, that hires an outside organization for trash removal services. A business may include mixed uses of residential units and business units, but may not be purely residential.
- Multiple sites for one business are eligible for separate rebates if sites are located at least one mile from each other – multiple sites on one campus are only eligible for one rebate.
- Service must be provided by a hauler that reports tonnages to the City of Fort Collins.
- Business must provide adequate documentation, as listed below.
 - Note: proof of the actual receipt of compost collection service for at least one year must be available upon request. If business fails to follow through with a full year of compost service, business will be obligated to repay the rebate amount to the City of Fort Collins.
- Rebate pre-application must be submitted and receive pre-approval prior to start of service; final rebate application must be submitted within six to eight months after the start of compost collection service.
- Rebate can only be received once.
- Compost service can be provided by same company currently servicing trash and/or recycling or by a different company.

Eligible Services & Rebate Details

- Business must sign up for one year of ongoing, regularly-scheduled compost service.
- Business compost must be serviced at least once a month – one-time or on-call service is not eligible.
- Business must have not had such service for at least one year prior.
- Rebate is available for 50% of the additional cost of compost service (does not include the cost of trash service) for the first six months of service or \$500, whichever is less.
- Deposits, delivery charges, or other tangential charges are not eligible for rebate.
- Limited funds are available for rebates; acceptance of rebate application is dependant on availability of funds.

Supporting Documentation Required

Pre-application:

- Copy of bill showing trash service only (from prior to compost service being provided); okay if recycling service is currently being provided
- Copy of quote for compost collection service in addition to trash service

Final application:

- Receipts showing six months of payment of same compost collection service that was pre-approved.
 - Compost collection service charges must be itemized on receipt.
- Copy of service agreement showing compost service being agreed to for at least one year.

Steps to Receive Rebate

- 1) Fill out application and attach supporting documents.
- 2) Return completed application to:

Fort Collins Environmental Services
Attn: Caroline Mitchell
PO Box 580
Fort Collins, CO 80522

Or scan all documents and email to cmitchell@fcgov.com.

Or fax all documents to 970-224-6177.

- 3) Allow 2 to 4 weeks for notice of approval or lack thereof.

Publicity and Confidentiality:

Rebate recipients' names may be publicized in conjunction with business compost program promotions from the City of Fort Collins. Total quantity and type of materials composted will be reported in aggregate from all rebate recipients. Information will be treated as public, except as otherwise provided.

NOTE: The City of Fort Collins is subject to the requirements of the Colorado Open Records Act, and any records considered public under that law must be released to the public upon request. Information determined to constitute confidential customer records or financial proprietary information and identified as such by the applicant will be maintained as confidential by the City, unless otherwise required by court order or as agreed by the relevant party-in-interest. If the City receives a request for public inspection or a request for release of any rebate application records or related financial information from any party other than the applicant, the City will make reasonable efforts to notify the applicant of such request using the last known contact information.

Checklist for application enclosures:

- ☐ Signed and completed pre-application form
- ☐ Completed Attachment 1
- ☐ Completed Attachment 2
- ☐ Copy of bill showing trash/recycling service only (from prior to compost service being provided)
- ☐ Copy of quote for compost service in addition to trash service



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City of Fort Collins Business Compost Service Rebate Pre-Application

1) Applicant Information

Business name _____

Number of employees _____

Number of employees for whom access to compost program will be provided _____

Federal tax ID # _____

Mailing address _____ Zip code _____

Contact name _____

Contact phone _____

Contact email _____

Contact title _____

Entity responsible for paying trash / compost collection bill: *property manager* / *owner* (circle one)

Property management company _____
(If applicable)

Owner's name _____

2) How did you hear about this rebate?

_____ my trash / recycling / compost hauler _____ mailing _____ City website

_____ City representative (name _____) _____ other business or multi-family complex

_____ other (please describe) _____

3) If another business, multifamily complex, or individual encouraged you to start service or referred you to start service, please list name here:

(Entity who referred you to start compost service may be eligible for an incentive. Please see fcgov.com/recycling for details.)

4) Please indicate the extent to which the rebate program influenced your decision to start compost service
(please circle a number)

Not at all					somewhat					very much
1	2	3	4	5	6	7	8	9	10	

5) Please indicate which of the additional waste reduction rebates your business intends to apply for:
(rebate details available at fcgov.com/recycling)

_____ recycling start-up costs	_____ referral incentive
_____ recycling collection service	_____ compost start-up costs

6) Would you be willing to request your employees take a brief survey as to their opinions about composting before your compost program starts and after your compost program has been operational for at least six months?
(City staff is willing to provide the survey and assist with administering the survey.)

_____ yes _____ no

7) Signature

By signing below, I acknowledge that I am an authorized representative of the entity applying for this rebate. I certify the information provided on this application is accurate and complete. I understand that if this information is found to be inaccurate, I will be ineligible for future City rebates. I certify that this business location has not received compost collection service in the last 12 months. I acknowledge and agree that the information provided in this application is provided voluntarily and with no expectation of privilege or confidentiality, except as otherwise expressly provided herein.

Signature of authorized representative

date

Printed name of authorized representative

Title of authorized representative

Attachment 1: Service Details

If information on this attachment is proprietary and/or confidential, please check this box: ☐*

If information in supporting documentation (including service agreement with hauler and bills from hauler) is proprietary and/or confidential, please check this box: ☐*

If not clearly indicated on supporting documentation provided, please answer the following:

- Name of trash hauling company: _____
- Name of recycling company (if different): _____
- Name of composting hauling company (if different): _____
- Which materials will be collected for composting? (please circle all that apply)
yard waste food waste compostable serving ware (utensils, cups etc.) paper towels, napkins etc.
- Level of trash service PRIOR to starting composting:
_____ cubic yard Dumpster, serviced _____ times per week
Or
_____ 96 gallon carts , serviced _____ times per week
(number of carts)
Dumpster / cart is generally:
_____ overly full, material piling on the ground _____ full
_____ occasionally full _____ $\frac{3}{4}$ full or less _____ $\frac{1}{2}$ full or less
- Level of RECYCLING service prior to starting composting:
_____ cubic yard Dumpster, serviced _____ times per week
Or
_____ 96 gallon carts , serviced _____ times per week
(number of carts)
Dumpster / cart is generally:
_____ overly full, material piling on the ground _____ full
_____ occasionally full _____ $\frac{3}{4}$ full or less _____ $\frac{1}{2}$ full or less

- Level of trash service anticipated AFTER starting composting:

_____ cubic yard Dumpster, serviced _____ times per week
 Or
 _____ 96 gallon carts , serviced _____ times per week
 (number of carts)

- Level of RECYCLING service anticipated after starting composting (if changed):

_____ cubic yard Dumpster, serviced _____ times per week
 Or
 _____ 96 gallon carts , serviced _____ times per week
 (number of carts)

- Level of compost service quoted:

_____ cubic yard Dumpster, serviced _____ times per week
 Or
 _____ 64 gallon carts , serviced _____ times per week
 (number of carts)

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Attachment 2: Pre-Program Survey

My business has not composted in the past because (choose one or more):

- ☐ It didn't occur to us to compost until now
- ☐ Composting is more expensive than trash service alone
- ☐ The leadership at my business was not interested in composting
- ☐ We had tried a composting program and it failed
- ☐ Our business didn't produce any compostables
- ☐ Other (please explain):

I am interested in starting a composting program because (choose one or more):

- ☐ Our employees requested composting
- ☐ Our customers requested composting
- ☐ Composting now makes more financial sense due to the City's rebates
- ☐ Composting now makes more financial sense due to the cost savings of composting vs. trash service
- ☐ My business is interested in the publicity and exposure of participating in the City's rebate program
- ☐ My business is "going green" and is more concerned about the environment
- ☐ Other (please explain):

I anticipate that the implementation of our composting program will be:

- ☐ Easy
- ☐ A bit of work, but worth it
- ☐ Difficult

I think the employees at my business will:

- ☐ Be excited about and participate in the composting program
- ☐ Participate in the composting program but not be that excited
- ☐ Participate in the composting program because they have to
- ☐ Refuse to participate in the composting program
- ☐ Other (please explain):

I think customers to my business will:

- ☐ Not notice a difference when we start a composting program
- ☐ Respond positively to our new composting program
- ☐ Respond negatively to our new composting program
- ☐ Other (please explain)