

REQUIREMENTS FOR A SUCCESSFUL TRIP

Once approved, all details are the responsibility of the recipient.

Contact your destination:

- Tentatively schedule a date and time (arrival and departure) for your trip.
- Verify student fees (This reimbursement is for transportation only.)
- Discuss specific learning outcomes. Over 50% of your trip must be solid waste related.

Schedule your bus:

- Tentatively schedule a date and time for your bus
- Verify bus fee
- District will cover up to \$255 of bus cost

Rescheduling:

- In the event your trip needs to be re-scheduled for any reason, it is **your** responsibility to notify all parties. The reimbursement program will not cover cancellation fees.

Evaluation:

- Following your trip, return the evaluation so the District can better measure the importance of this type of solid waste education.

New Programs:

- Requests to include a new program must include an agenda for approval. A request will not be considered without an agenda.
- The program must contain a significant amount of solid waste education to be eligible.
- The reimbursement is for transportation costs only; student fees are not covered.

Invoicing:

- Invoice the District, on school letterhead, for the cost requested in the application. Attach a copy of the bill.
- Complete and return the county vendor form (included in confirmation packet).

Education:

- Attach at least two lesson plans. The goal of the unit is for your students to gain knowledge about solid waste, recycling, and or composting so they can make an informed decisions about actively participating at school, home, and in the community. Litter prevention activities do not qualify.
- Complete the unit (at least 3 hours) of solid waste education in the classroom.
- Distribute and review "Get A Bin" brochure to all your students (included in confirmation packet).
- Administer the Eco Pre and Post Questionnaire and return to the District (included in confirmation packet).

What is the Solid Waste Management District?

The Hamilton County Solid Waste Management District (District) is an organization, established by State Law, responsible for ensuring that the County achieves state mandated goals for recycling and waste reduction. Since its inception, the District has been successful in this charge, but more importantly has developed programming which has delivered substantial value to the communities of Hamilton County.

The District implements recycling and waste reduction programs targeted to three main audiences: residents, businesses, and schools. The District is funded through a fee attached to every ton of waste disposed in Hamilton County landfills. Whether you know it or not, chances are, you participate in some activity which is either District sponsored or funded.