**Recycle for Greater Manchester Community Fund (2022 – 2023)**

**Guidance Notes**

This document is intended to allow you to work on your application offline, allowing you to save, edit and review your application before you are ready to submit.

Please read this guidance carefully before working on your application, it will help you to prepare your answers. We will also be hosting two online workshops to offer further guidance and answer any specific questions.

We advise that you prepare your application in a word document before copying the application across to the online application form (available on the Greater Manchester Environment Fund’s (GMEF) website – [www.gmenvfund.org.uk](http://www.gmenvfund.org.uk) from April 1st) to submit.

Alongside this you will also need to upload the following supporting documents:

* A recent bank statement – dated within the last three months - Your bank statement must show Organisation name, address, bank account number and sort code
* Financial accounts for the previous financial year
* Your constitution – if applicable
* Your project milestones – template provided
* Your project budget – template provided
* An image to represent your project.

We advise you to have these available to hand when it comes to completing our online form.

If you run into any issues during the application process, please email: gmenvfund@lancswt.org.uk

The deadline for submitting your answers to our online web form is **23:59 on 31st May 2022**.

**INTRODUCTION AND FUNDING AVAILABLE**

The Recycle for Greater Manchester Community Fund (2022 – 2023) is a joint Recycle for Greater Manchester and SUEZ initiative to support the Greater Manchester Community and Voluntary Sector to deliver projects which prevent, reuse or recycle household waste, promote sustainable use of waste and resources and generate wider social benefits for the community of Greater Manchester.

Recycle for Greater Manchester and SUEZ have created the Recycle for Greater Manchester Community Fund as a means of returning revenue from waste management to the wider community. A total of £220,000 grant funding is available for distribution in two grant pots:

* **Community Grants:** Awards will be for a maximum of £10,000 per project.

These are district/ borough level grants. The majority of grants will be for local community projects at a district level. We aim to achieve a good spread of projects across Greater Manchester. A total of £180,000 is available for projects based in one district area only (i.e. one of the following areas: Bolton, Bury, Manchester, Oldham, Rochdale, Salford, Stockport, Tameside, and Trafford. Please note that Wigan is not part of the GMCA waste arrangements).

Community organisations can apply for small grants with a maximum value of £10,000. We will encourage as many small localised community initiatives as possible to apply. For this grant, we expect to support projects that will be completed within 12 months of receiving funding.

* **Innovation and Regional Grants**: A maximum of £40,000 is available in this category.

This second funding allocation is focused on innovation and applications are invited from projects that are novel and involve a new and untried approach to tackling an issue in the priority waste areas. We will consider projects that have the potential to be scaled to span more than two districts or across the Greater Manchester Combined Authority waste disposal area.

We will consider each application on merit. Revenue costs will be considered in addition to project costs. We expect to support no more than two projects in this category.

In some cases, we will consider a two-year project. If you have an innovative project that will require two-year funding, please contact us separately by email (gmenvfund@lancswt.org.uk) with your idea before completing the application form.

The **Recycle for Greater Manchester Community Fund** is independently run and administered by the GMEF. Individual projects are assessed against the eligibility criteria by GMEF as the administering body.

This year we will focus on four priority areas:

* Recycling
* Re-use
* Waste prevention
* Reducing contamination

of household waste across the following priority waste streams:

* Food waste
* Paper and card
* Glass, cans, and plastics
* Textiles
* Furniture
* Waste Electrical and Electronic Equipment (WEEE)

**ELIGIBILITY CRITERIA**

Applications are welcome from organisations which are a:

* Registered Charity (charity number must be provided)
* Not-for-profit organisation (defined as a registered legal entity that does not make a private profit for directors, members, or shareholders)
* Non- Registered Community or Voluntary Group – with a constitution and a group bank account
* Faith group delivering community work
* School, College or University

Successful applicants will have identified how their projects meet one of the four priority areas: Recycling, Reuse, Waste Prevention and Reducing contamination in the household waste stream.

Projects must focus on prevention, reuse, or recycling of at least one of the priority waste streams.

Additionally, they must demonstrate wider outcomes such as:

* Education
* Community engagement
* Volunteering
* Training or employment opportunities
* Additional environmental impacts
* Social value benefits

The **Recycle for Greater Manchester Community Fund** aims to promote positive behaviour change in individuals and families across Greater Manchester to prevent waste through reducing waste, recycling waste materials, and reusing/ repurposing materials. There will therefore be a requirement for all projects to actively participate in promotional campaigns led by Recycle for Greater Manchester, SUEZ, or GMEF, in addition to promoting the project via your own social media channels.

**Additional criteria:**

We will not fund applications in the following circumstances:

* Applications that are not submitted on the official online application form
* Applications that exceed the maximum word limits for each question
* Applications requesting grants to pay for running costs
* Projects which duplicate services that are the responsibility of a Local Authority managing waste e.g. recycling collections
* Projects which deal with Commercial and Industrial waste, i.e. business or trade waste or any other waste which is not household waste
* Projects which financially benefit an individual/s
* Projects that involve activities with political affiliation and aims
* Projects where full calculations have not been provided showing how you have estimated the projects outputs on weight, direct engagement, volunteer hours, and costs
* Projects that will be used to pay for activities occurring before we confirm funding
* Incomplete applications

**THE APPLICATION PROCESS**

Your project can only be considered using the information you provide in your application form. Please include all relevant information and calculations that will help us evaluate your project. We will not contact you if you do not provide all the required information. If you need help or support with completing the application, please email gmenvfund@lancswt.org.uk.

You need to provide clear evidence to show how you will deliver your project. Include concise and relevant detail in your application. You must keep within the word limit for each section.

The below provides further guidance for how you should complete each section.

**SECTION 1: YOUR DETAILS**

1.1 – 1.3 Please provide details of the main contact responsible for running your project, we advise that these are the contact details of the individual responsible for completing the application.

1.4 – 1.6 Please provide details for a secondary contact responsible for running your project.

We will use these contact details should we have any follow-up questions on your application and to let you know the outcome of your application after the deadline has been reached.

**SECTION 2: YOUR ORGANISATIONAL DETAILS**

2.1 Please tell us the name of your organisation.

2.2 Please provide us with your organisation’s address.

2.3 Please provide us with your organisation’s postcode.

2.4 Please provide us with a URL (web link) for your organisation’s website if available, otherwise leave this section blank. If your application is successful, we will link through to this on our website.

2.5 Please provide us with your organisation’s Twitter handle if available, otherwise leave this section blank. If your application is successful, we will use these to tag you in posts on social media.

2.6 Please provide us with your organisation’s Facebook handle if available, otherwise leave this section blank. If your application is successful, we will use these to tag you in posts on social media.

2.7 Please provide us with your organisation’s Instagram handle if available, otherwise leave this section blank. If your application is successful, we will use these to tag you in posts on social media.

2.8 Please provide us with your organisations Registration Number if available, otherwise leave this section blank.

2.9 Please tick the box which best describes what type of organisation you are applying on behalf of (please only select one option). If you feel that none of the choices reflect your organisation it may mean that your organisation isn’t eligible to receive this funding. Please direct any specific questions you may have on this to: gmenvfund@lancswt.org.uk.

2.10 Please upload a recent Bank Statement dated within the last three months. Please use the following protocol for naming this document “[your organisation name]-Bank Statement”. Maximum file size: 100MB

2.11 Please upload financial accounts for your previous financial year. Please use the following protocol for naming this document “[your organisation name]-Financial Accounts”. Maximum file size: 100MB

2.12 Please upload your constitution. This is only required if you are an unregistered charity or community group, otherwise leave this blank. Please use the following protocol for naming this document “[your organisation name]-Constitution”. Maximum file size: 100MB

2.13 By ticking this box you are confirming that you have the relevant insurances and policies in place including a Safeguarding Policy. This is a requirement in order to meet the eligibility criteria and your application will not be considered if the relevant insurances and policies are not in place. Please direct any specific questions you may have on this to: gmenvfund@lancswt.org.uk.

2.14 – 2.18 Please provide us with your organisation’s bank details. If your application is successful it is these details that we will send your grant to.

**SECTION 3: YOUR PROJECT DETAILS**

3.1 Please provide your project title as you would like it to be written. If your application is successful, this is how your project will be referred to on our website and in any publicity we do so make it something memorable.

3.2 Please upload a representative image of your project. If your application is successful, this image will be used on our website and for promotional purposes, please ensure that the correct permissions are obtained (i.e. that you have permission to share this image with a third party for the purposes of publicity) and include any image credits in the file name of the image following the protocol “[your organisation name]-[credits]” for naming your image. This image can be updated as your project progresses by emailing: gmenvfund@lancswt.org.uk. Maximum file size: 100MB.

3.3 Please provide a short summary of your project. If your application is successful, this will be used on our website and for promotional purposes. Maximum word count: 50.

3.4 Please tell us your project duration in months. We expect to support funds that will be completed within 12-months of confirmation of your project start date and receiving the funding. If you anticipate that your project will need to run for longer than 12-months, please contact us separately by emailing gmenvfund@lancswt.org.uk to discuss your idea before completing this form.

3.5 Please provide details of your proposed project start date (dd/mm/yy).

3.6 Please provide details of your proposed project end date (dd/mm/yy).

**SECTION 4: WHICH PRIORITY WASTE MATERIALS ARE YOU TARGETING**

4.1 Please tick the box to indicate which size of grant you are applying to. Please only select one option.

4.2 Please tick the box/s to indicate Local Authority area/District you will work in. Please tick all that apply.

4.3 – 4.10 These questions seek to identify which waste streams (food waste, paper and card, glass, cans, plastic, textiles, furniture, WEEE, and other) your project will be targeting through which priority areas (reusing, recycling, waste prevention and reducing contamination) how much of each waste stream you estimate you will prevent, how you have calculated this and how you will measure the quantity of waste being prevented.

We do not anticipate that each project will be able to target all waste streams or all priority areas. As a minimum, projects must focus on prevention, reuse, recycling or reducing contamination of at least one of the priority waste streams.

Supporting calculations and information can be found on pages 13 and 14 of this document.

4.3 Please tick the box/s to indicate which waste streams (if any) will your project target through REUSING. Please tick all that apply, equally you may leave this question blank if your project will not be targeting any of the waste streams listed through REUSING.

4.4 For each waste stream you have indicated that your project will target through REUSING please provide an estimate of the amount of material that will be prevented in kg, your supporting calculations, and how your project will measure the quantity of waste material that is being prevented, please write one line per waste stream (e.g. textiles - 16kg, 2 x 8 = 16, number of refuse waste bags filled with textiles and tied at the top). Supporting calculations and information can be found on pages 13 and 14 of this document. If your project will not be targeting any of the waste streams listed through REUSING, you may leave this question blank.

4.5 Please tick the box/s to indicate which waste streams (if any) will your project target through RECYCLING. Please tick all that apply, equally you may leave this question blank if your project will not be targeting any of the waste streams listed through RECYCLING.

4.6 For each waste stream you have indicated that your project will target through RECYCLING please provide an estimate of the amount of material that will be prevented in kg, your supporting calculations, and how your project will measure the quantity of waste material that is being prevented, please write one line per waste stream. Supporting calculations and information can be found on pages 13 and 14 of this document. If your project will not be targeting any of the waste streams listed through RECYCLING, you may leave this question blank.

4.7 Please tick the box/s to indicate which waste streams (if any) will your project target through WASTE PREVENTION. Please tick all that apply, equally you may leave this question blank if your project will not be targeting any of the waste streams listed through WASTE PREVENTION.

4.8 For each waste stream you have indicated that your project will target through WASTE PREVENTION please provide an estimate of the amount of material that will be prevented in kg, your supporting calculations, and how your project will measure the quantity of waste material that is being prevented, please write one line per waste stream. Supporting calculations and information can be found on pages 13 and 14 of this document. If your project will not be targeting any of the waste streams listed through WASTE PREVENTION, you may leave this question blank.

4.9 Please tick the box/s to indicate which waste streams (if any) will your project target through REDUCING CONTAMINATION. Please tick all that apply, equally you may leave this question blank if your project will not be targeting any of the waste streams listed through REDUCING CONTAMINATION.

4.10 For each waste stream you have indicated that your project will target through REDUCING CONTAMINATION please provide an estimate of the amount of material that will be prevented in kg, your supporting calculations, and how your project will measure the quantity of waste material that is being prevented, please write one line per waste stream. Supporting calculations and information can be found on pages 13 and 14 of this document. If your project will not be targeting any of the waste streams listed through REDUCING CONTAMINATION, you may leave this question blank.

**SECTION 5: YOUR PROJECT ACTIVITIES AND EVALUATING IMPACT**

 5.1 Please provide an overview of your project activities bearing in mind that questions 5.2 – 5.8 will ask you to specifically outline any education, community engagement, volunteering, training/employment opportunities, additional environmental impacts and social value benefits.

Please use this question to tell us what you plan to do, how the project will be managed, who will be involved, what is the behaviour change you wish to achieve, what household waste you will target, and how you will do it. Think about any positive change that will result from your project activities, and how this project meets the objectives of the Recycle for Greater Manchester Community Fund. Maximum word count: 250 words.

5.2 – 5.7 We do not anticipate that each project will be able to deliver on all of the activities listed below. As a minimum, projects must be able to provide an outline of how they will deliver on at least one of the below activities.

5.2 Please provide an outline of what EDUCATION activities (if any) you plan to deliver through your project, how you will measure this impact, your project outputs, and any relevant calculations to demonstrate how you have estimated your project outputs. Maximum word count: 100 words. If your project will not deliver any EDUCATIONAL activities, you may leave this question blank.

5.3 Please provide an outline of what COMMUNITY ENGAGEMENT activities (if any) you plan to deliver through your project, how you will measure this impact, your project outputs, and any relevant calculations to demonstrate how you have estimated your project outputs. Maximum word count: 100 words. If your project will not deliver any COMMUNITY ENGAGEMENT activities, you may leave this question blank.

5.4 Please provide an outline of what VOLUNTEERING activities (if any) you plan to deliver through your project, how you will measure this impact, your project outputs, and any relevant calculations to demonstrate how you have estimated your project outputs. Maximum word count: 100 words. If your project will not deliver any VOLUNTEERING activities, you may leave this question blank.

5.5 Please provide an outline of what TRAINING OR EMPLOYMENT OPPORTUNITIES (if any) you plan to deliver through your project, how you will measure this impact, your project outputs, and any relevant calculations to demonstrate how you have estimated your project outputs. Maximum word count: 100 words. If your project will not deliver any TRAINING OR EMPLOYMENT OPPORTUNITIES, you may leave this question blank.

5.6 Please provide an outline of what ADDITIONAL ENVIRONMENTAL IMPACTS (if any) you plan to deliver through your project, how you will measure this impact, your project outputs, and any relevant calculations to demonstrate how you have estimated your project outputs. Maximum word count: 100 words. If your project will not deliver any ADDITIONAL ENVIRONMENTAL IMPACTS, you may leave this question blank.

5.7 Please provide an outline of what SOCIAL VALUE BENEFITS (if any) you plan to deliver through your project, how you will measure this impact, your project outputs, and any relevant calculations to demonstrate how you have estimated your project outputs. Maximum word count: 100 words. If your project will not deliver any SOCIAL VALUE BENEFITS, you may leave this question blank.

**SECTION 6: YOUR PROJECT SUSTAINABILITY, RISKS, AND MILESTONES**

6.1 Please provide an outline of how you plan to ensure that your project continues to do good work after the Community Fund money has been used. You should also explain what support your project may need in order for it to continue. Maximum word count: 250 words.

6.2 Please provide a brief outline of any risks or delays you envisage for your project. Maximum word count: 50 words.

6.3 Please upload an excel spreadsheet of your project milestones using the template provided. Maximum file size: 100MB.

In this spreadsheet please tell us what you anticipate your project to have achieved at each quarterly milestone. Where we use the word “evidence” we are referring to photographs, news articles, case studies, and other measurements that you suggest.

If your project is less than a year then complete the appropriate boxes and state when you would like to make claims.

**SECTION 7: YOUR BUDGET AND COSTS**

7.1 Please let us know if you are looking for additional funds for an existing project. This is a Yes or No option, please only select one option.

7.2 Please let us know if you have already secured funding for your proposed project. This is a Yes or No option, please only select one option. If you select Yes, please provide details of this within the project budget you upload for 7.3.

7.3 Please upload an excel spreadsheet of your project budget using the template provided. Maximum file size: 100MB.

You will need to itemise and give a description of all the costs associated with your whole project, detailing how you will be using the Community Funding if your application is successful.

You should include all items such as

* Costs used for activities
* Hire fees or buying equipment
* Staff wages
* Travel and refreshments and other expenses
* Volunteer expenses
* Contribution to rent or hire of premises
* Contribution towards utilities
* Any other items needed to complete your project

**ACKNOWLEDGING YOUR FUNDING**

By ticking this box, you are agreeing to acknowledge your funding (upon your successful application) following the guidance we provide and actively participate in promotional campaigns led by Recycle for Greater Manchester, SUEZ, or the Greater Manchester Environment Fund.

This is a requirement in order to meet the eligibility criteria and your application will not be considered if you do not agree to acknowledge your funding. Please direct any specific questions you may have on this to: gmenvfund@lancswt.org.uk.

**FEEDBACK**

Please tick the box/s to indicate how you heard about this new funding. Tick all that apply

Please provide any feedback regarding this Application Form, Guidance Notes, and also any ideas you have for improving the grant programme. Your honesty and input is greatly appreciated.

**DECLARATION**

By ticking this box, you confirm that all the details supplied are accurate and correct and that you are authorised to submit this application on behalf of your organisation. This is a requirement in order to meet the eligibility criteria and your application will not be considered if you do not tick this box.

**HOW WE EVALUATE APPLICATIONS**

Applications will be evaluated by the Recycle for Greater Manchester Community Fund award panel on seven criteria and on the consideration of your project budget.

A weighting is applied to each criterion to allow an overall value out of 130 to be identified for each application. The highest scoring projects will be awarded funding.

The criteria and weightings which the Community Fund will use are listed in the table below.

|  |  |  |
| --- | --- | --- |
|  | **Evaluation Criteria** | **Weighting** |
| Section 4 | Weight (tonnes) waste prevention, reuse or recycling, or reducing contamination | 20 |
| 5.1 | Project activities overview - appeal and feasibility | 10 |
| 5.2 | Educational activities | 20 |
| 5.3 | Community Engagement | 20 |
| 5.4 and 5.5 | Volunteering, training, employment opportunities | 10 |
| 5.6 | Additional environmental impacts | 5 |
| 5.7 | Social value benefits | 5 |
|  | Evaluating impacts | 10 |
| 6.1 | Project sustainability | 10 |
| Section 7 | Project costs and budget | 20 |
|  | **Total** | **130** |

**SUBMITTING YOUR APPLICATION**

* The Recycle for Greater Manchester Community Fund 2022 - 2023 will be open for submission of applications from: Thursday 1st April 2022 until 23.59hrs on 31st May 2022.
* You must complete all required parts of the application form. We advise that you keep a copy of your application for your records.

**APPLICATION TIMETABLE** \*please note; these dates may be subject to change.

1st April 2022 - Applications open

31st May 2022 - Applications close

By 30th June 2022 - Evaluation of submissions to be completed

By 19th July 2022 - Funding offers to successful projects

By 19th July 2022 - Unsuccessful projects notified

By 31st July 2022 - Grants provided and projects commence

By 30th Sept 2023 - Project evaluation report submitted

**FREQUENTLY ASKED QUESTIONS (FAQs)**

**Who is Greater Manchester Combined Authority?**

Greater Manchester Combined Authority is a statutory Authority that is responsible for the disposal of household waste in Greater Manchester (except Wigan). For more information about Greater Manchester Combined Authorities waste management responsibilities visit: [www.greatermanchester-ca.gov.uk/what-we-do/environment/produc­ tion-and-consumption-of-resources/waste-and-resources/](http://www.greatermanchester-ca.gov.uk/what-we-do/environment/produc%C2%AD%20tion-and-consumption-of-resources/waste-and-resources/)

**Who is SUEZ?**

SUEZ Recycling and Recovery UK are contracted by the Greater Manchester Combined Authority to manage the network of waste treatment and reception facilities across Greater Manchester. SUEZ receives around 1.1 million tonnes per annum of waste generated by households and collected at the kerbside and waste received at the Household Waste Recycling Centres. For more information about SUEZ please visit: [www.suez.co.uk](http://www.suez.co.uk)

**Who are Recycle for Greater Manchester)?**

Recycle for Greater Manchester (R4GM) is the public-facing brand of the Greater Manchester Combined Authority waste and resources team.

R4GM work with local councils in Bolton, Bury, Manchester, Oldham, Rochdale, Salford, Stockport, Tameside, and Trafford, to inspire and encourage the residents of Greater Manchester to manage their waste responsibly, helping residents to see the value of waste and the real benefits that can be achieved by wasting less and recycling right.

For more information visit: [www.recycleforgreatermanchester.com](http://www.recycleforgreatermanchester.com)

**What is Greater Manchester Environmental Fund?**

The Greater Manchester Environment Fund is a pioneering fund, created to bring together communities and funding bodies keen to channel their resources into addressing environmental problems. The Greater Manchester Environment Fund is the UK's first regional environmental impact fund and it will benefit the region socially, environmentally, and financially. It will be a central funding source for projects that work within strategic plans to help Greater Manchester realise its environmental ambitions in the long term.

For more information visit: [www.gmenvfund.org.uk](http://www.gmenvfund.org.uk)

**What is household waste?**

'Household Waste' is domestic waste generated at home and waste produced by schools. Household waste is typically collected from households by council waste collection services, or taken by residents to Household Waste Recycling Centres, bring banks and charity shops.

Household waste does not include commercial and industrial waste produced by businesses, or hazardous waste.

**Why is Wigan not included in the Recycle for Greater Manchester Community Fund?**

Wigan Borough Council is a unitary authority meaning that is responsible for collection and disposal arrangements in its area. Wigan is not part of the Greater Manchester Combined Authority waste disposal arrangements.

**What geographical area does the SUEZ Community Fund cover?**

The Recycle for Greater Manchester Community Fund covers Bolton, Bury, Manchester, Oldham, Rochdale, Salford, Stockport, Tameside, and Trafford.

**Can you apply if any of the organisations involved in the application are based outside the Greater Manchester Combined Authority waste disposal area?**

No.

**Can an organisation submit more than one project application?**

Yes, but each project application will be evaluated independently on its own merits and subject to the same evaluation criteria.

Only one application per organisation can be funded.

**Can I apply for a project which covers commercial and industrial or construction and demolition waste?**

No. We cannot fund projects focused on business or trade waste, commercial and industrial waste, or construction and demolition waste. All applications must address household waste only. Household waste includes waste collected from schools.

**Can I apply for a project that delivers wider environmental and social benefits?**

Yes, if the focus is on the prevention, reuse or recycling of household waste and includes at least one of the priority materials; food, plastics, textiles, and furniture.

**What will happen if I forget or don't complete all the application form?**

Your application will be rejected.

**What will happen if I fail to include any of the essential information required?**

Your application will be rejected.

**Can I apply after the deadline of 23.59hrs on 31st May 2022?**

No. Applications will not be accepted after the closing date and time.

**Can you apply for a project which extends across more than one financial year?**

Yes, an applicant can plan to continue the project beyond the current financial year. However, projects will only receive an award on an annual basis so eligible organisations would need to apply for funding in each additional year that the Fund exists. The application would need to meet any revised or reaffirmed evaluation criteria established and would be in competition with other projects submitted for each year.

**Can you apply for the same Community Fund project as in previous years?**

Applicants that have previously been funded should demonstrate how the new application significantly differs from past projects or builds on the progress made by previous projects whilst introducing significantly new outputs and outcomes.

**Who decides which projects are funded?**

The awarding panel is made up of representatives from Greater Manchester Combined Authority, SUEZ and The Wildlife Trust for Lancashire, Manchester and North Merseyside.

**Can you appeal against a decision not to award funding?**

No, the decision of the awarding panel on the award and amount of grant is final.

**What will happen if a project is not completed or fails to the meet the agreed outputs in the application?**

A service level agreement (SLA) will be made with successful applicants including arrangements for payment in advance of goods and services being received. This SLA will be based on committed outputs within the applications and establishes a mechanism to allow GMEF to seek recompense should the applicant be unable to meet the project outputs

**SUPPORTING** **INFORMATION**

Please see the tables below for information on the average weights of common household waste or volume to weight conversion factors. Please use this information to help you estimate how much weight you will prevent (section 4).

If you require the estimated weights of other items, please email: gmenvfund@lancswt.org.uk

**Note:**

* The conversion factor will produce a weight figure in kg. e.g. 100 litres of plastic bottles x plastic bottles conversion factor (0.01) = 1kg

|  |  |
| --- | --- |
| **Waste stream** | **Conversion Factor** |
| Food waste | 0.425 |

|  |  |
| --- | --- |
| **Waste stream** | **Conversion Factor** |
| Paper | 0.129 |
| Cardboard | 0.094 |

|  |  |
| --- | --- |
| **Waste stream** | **Conversion Factor** |
| Glass | 0.75 |
| Cans (aluminium)  | 0.026 |
| Cans (steel) | 0.052 |
| Plastics (bottles and containers) | 0.01 |
| Plastics (bags and film) | 0.078 |

|  |  |
| --- | --- |
| **Waste stream** | **A standard household refuse sack is estimated to weigh when filled with textiles and tied at the top kg** |
| Textiles | 8 |

|  |  |
| --- | --- |
| **Waste stream – Furniture** | **Weight in kg** |
| BBQ | 15 |
| Bed base | 30 |
| Bunk / cabin bed | 50 |
| Bicycle | 15 |
| Bookcase/ shelving unit | 21 |
| Cot | 17 |
| Cabinet | 15 |
| Chair (dining) | 7 |
| Chest of drawers | 30 |
| Computer (base unit/ printer/ scanner) | 10 |
| Computer (laptop) | 2 |
| Computer (tablet) | 0.4 |
| Cooker | 56 |
| Cupboard | 40 |
| Desk | 30 |
| Dishwasher | 47 |
| Fridge / freezer (small) | 30 |
| Fridge / freezer (small) | 50 |
| Headboard | 13 |
| Hi-fi unit | 17 |
| Ironing board | 7 |
| Lawn mower | 15 |
| Mattress (single) | 20 |
| Mattress (double) | 40 |
| Mattress (baby / cot) | 5 |
| Microwave | 19 |
| Piano | 100 |
| Pram | 15 |
| Pushchair | 7 |
| Rug | 5 |
| Sideboard | 35 |
| Sofa | 40 |
| Stool | 5 |
| Suite (3 piece) | 80 |
| Table (small/ coffee) | 17 |
| Table (large / dining) | 30 |
| Table (dressing) | 35 |
| TV/ monitor | 25 |
| TV (large 32in) | 52 |
| Wardrobe | 55 |
| Washing machine | 65 |

|  |  |
| --- | --- |
| **Waste stream** | **Conversion Factor** |
| WEEE | 0.113 |

**PRIVACY POLICY**

For more information about how we use your data please [click here](https://gmenvfund.org/what-gmef/privacy-statement), and if you have any questions, please call 01772 324129 or email gmenvfund@lancswt.org.uk.