INDIANA STATE FAIR

Recycling Standard Operating Procedure

Made possible by

[Logos of ALCOA Foundation, Keep America Beautiful, Indiana State Fair, and Indiana Recycling Coalition]
INTRODUCTION

This document outlines the planning process conducted by KAB & the Indiana State Fair to build the recycling and compost program at the fair, and could be used by other events as a guide to preparations needed prior to the event, as well as for examples of how those plans were built by the fair. This document includes the operations plan, staffing plan, marketing and education material, observational/exploratory study, maps, waste audit procedures, recycling bin checklist sample broken out by regions, material tracking form, staffing/volunteer items, volunteer vendor script template, volunteer recycling FAQ's, attendee survey and a sample news release. Some information has been removed for privacy reasons, but this document can give an event coordinator a good idea of what information is needed to organize a similar document for their event. Much of this information overlaps with the Arlington County Recycling SOP, but is more suited to a smaller event. For those with larger events, the Arlington County Fair SOP may be of greater use.

KEEP AMERICA BEAUTIFUL AND INDIANA STATE FAIR RECYCLING STANDARD OPERATING PROCEDURE

Dates for fair August 2-18

OVERVIEW

1. Main Goal – Increase recycling at fairs by improving upon the current knowledge base for best practices and sharing those learnings and cost-effective practices
2. Objective - To increase waste reduction, recycling and composting at fairs by providing recycling bins and programmatic support to fairs that are most in need of improved recycling operations and waste management.
3. KAB will: provide support for the placement of recycling bins, develop both technical and communication collateral tools, support and training as well as identify cost-effective best practices.
4. KAB will: track, report and share preliminary findings on:
   a. The number of bins placed
   b. The amount of material diverted, recycled and composted (the amount of GHGs avoided)
   c. The number of individuals informed about recycling
   d. The number of individuals and organizations with which training and best practices are shared

Involved Parties - POC info
(removed)

Solid waste program prior to grant
• Collect paper, plastic, cardboard from 4 admin buildings
• Have 25 unwrapped “bottle shaped” bins
• Placed 30 gallon recycling bins along main street that were altered trash cans that said “bottles and cans”. These were highly contaminated
• Cardboard collection was added in 2012
• Material is collected on-foot in roll carts via single-stream
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**KEEP AMERICA BEAUTIFUL IS THE NATION’S LEADING NON-PROFIT THAT BUILDS VIBRANT COMMUNITIES**

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Last Modified: 11/2/13
1. **Recyclable Items**

   **Waste and Recycling Hauler**
   - On grounds from 12:00 a.m. to 5:00 a.m.
   - Empties 8 yard recycling dumpsters
   - Empties Roll Carts as needed
   - Acceptable Material sign below.

   ![SINGLE STREAM RECYCLING ACCEPTABLE ITEMS](image)

   - Containers that have held something oily are not accepted – peanut butter, mayo, etc.
   - They can accept hard plastic souvenir cups and/or Solo cups.
   - Cartons are also acceptable.
2. **Bin Details**

<table>
<thead>
<tr>
<th>Bin</th>
<th>Qty</th>
<th>Locations</th>
<th>Movement of material</th>
<th>Bin label/ decal</th>
<th>Picture</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Space Bin – Temporary</td>
<td>48</td>
<td>OUTSIDE:</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>1. Sidewalk north of covered bridge</td>
<td>No liner.</td>
<td>Says “Cans and Bottles”</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>2. Southern Corner of Celebration Park</td>
<td>Recycling crew will empty these bins into the Roll carts.</td>
<td>“Sponsored By” decal.</td>
<td></td>
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<td></td>
<td></td>
<td>3. Celebration Park corner near DNR</td>
<td>Wiring bins to nails at each corner did not work. Instead, weighed bins down with sandbags. Some zip-tied.</td>
<td>Plastic cups are also acceptable. If we see lots of these in the trash we might need to add a label for plastic cups.</td>
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<td>4. Behind 4-H Exhibit Hall at Walk Gate Exit</td>
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<td></td>
<td>5. Celebration Park Shuttle Stop in front of Centennial Hall</td>
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<td>6. Road Behind Indiana Young Farmers &amp; FFA</td>
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<td>7. NW Walk Tunnel to Infield</td>
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<td>8. Farmers Blvd - Gate 12</td>
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<td>9. Farmers Blvd Median</td>
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<td>10. Farmers Blvd Median</td>
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<td>11. Shuttle Stop outside of Greenhouse</td>
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<td>12. Between Little Hands &amp; Info Booth</td>
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<td>13. Transportation Center Shuttle Stop</td>
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<td>14. Walk Gate at Gate 10</td>
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<td></td>
<td></td>
<td>15. Shuttle Stop across from Boy Scout Bridge</td>
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<td></td>
<td>16. Sidewalk on Bend around SE corner of Infield</td>
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<td></td>
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<td>17. Front of Public Safety Center</td>
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<td>18. SE Walk Tunnel to Infield</td>
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<td></td>
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<td>19. Main Street Median - Across from Communications</td>
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<td>20. Main Street Median - Across from Communicacions</td>
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<td>21. Outside Swine Building 1</td>
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<td>22. Outside Swine Building 2</td>
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<td></td>
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<td>23. Outside &quot;Ask A Vet&quot;</td>
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<td></td>
<td></td>
<td>24. Main Street Median - Across from Popcorn Adventure</td>
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<td>25. Main Street Median - Across from Popcorn Adventure</td>
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<td>26. Main Street Median - Across from Grandstand</td>
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<td>27. Main Street Median - Across from Champions Pavilion</td>
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<td>28. Main Street Median - Across</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Public Space Bin – Permanent, 34 gallon</td>
<td>Buying 9 wraps for existing bins</td>
<td>OUTSIDE:</td>
<td>Will need liners. Provided by fair.</td>
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<tr>
<td>38th Street to gazebo</td>
<td>38th Street to gazebo</td>
<td></td>
<td>Recycling crew will empty these bins into the roll carts. The liners will be removed before putting into the roll carts.</td>
<td></td>
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</tr>
<tr>
<td>Gate 6 to gazebo</td>
<td>Gate 6 to gazebo</td>
<td></td>
<td>Says “Cans and Bottles”</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Main street</td>
<td>Main street</td>
<td></td>
<td>Will be hot stamped with all partner logos.</td>
<td></td>
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<tr>
<td>Outside glass barn (x4)</td>
<td>Outside glass barn (x4)</td>
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<tr>
<td>Outside administration building</td>
<td>Outside administration building</td>
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<td>Gate 12 entry way</td>
<td>Gate 12 entry way</td>
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<td></td>
</tr>
<tr>
<td>Public Space Bin – Permanent, 19 gallon</td>
<td>Buying 25 wraps for existing bins</td>
<td>INSIDE:</td>
<td>Will need liners. Provided by fair.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. 4-H Exhibit Hall 1</td>
<td>4-H Exhibit Hall 1</td>
<td></td>
<td>Recycling crew will empty these bins into the roll carts. The liners have</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. 4-H Exhibit Hall 2</td>
<td>4-H Exhibit Hall 2</td>
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<td></td>
</tr>
<tr>
<td>3. Celebration Park Picnic Table/Grass Area</td>
<td>Celebration Park Picnic Table/Grass Area</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>4. Behind Marsh Free Stage Bleachers</td>
<td>Behind Marsh Free Stage Bleachers</td>
<td></td>
<td>Wraps note sponsor names. Unwrapped bins have</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
5. Behind Marsh Free Stage
6. FFA Pavilion 1
7. FFA Pavilion 2 - by middle entrance
8. FFA Pavilion 3 - by back exit
9. FFA Pavilion 4 - by concession
10. Farm Bureau Building
11. Farm Bureau Building - by auditorium door
12. Farm Bureau Building - inside by West door
13. Outside Glass Barn
14. Between Glass Barn & Pioneer Village
15. Normandy Barn
16. FFA Pavilion 5
17. FFA Pavilion 6
18. Public Safety Center
19. Grandstand 1
20. Grandstand 2
21. Champion Pavilion Lobby
22. Du Pont Food Pavilion Lobby 1
23. Du Pont Food Pavilion Lobby 2
24. Home & Family Arts Building Lobby 1
25. Home & Family Arts Building Lobby 2
26. Home & Family Arts Building Side Entrance
27. Home & Family Arts Building Back Entrance
28. Expo Hall 1
29. Expo Hall 2
30. Expo Hall 3
31. Expo Hall 4
32. Ag/Hort Building 1
33. Ag/Hort Building 2
34. Ag/Hort Building 3
35. Ag/Hort Building 4
36. Du Pont Food Pavilion 1
37. Du Pont Food Pavilion 2
38. Du Pont Food Pavilion 3

Vendor bin, 30 gallon

Use existing green Brutes 300 + Green Plastic Brutes to be used for vendors. The bins will be outside or in front of each booth. There are around 150 stands so each will get 2 bins. Cardboard will be flattened and put next to the bin. Many of these bins were left outside.

No liners will be needed. Recycling crew will empty these bins into the roll carts. "Sponsored by" decal.

Says “Cans and Bottles” on lids, which are used when these bins are in public spaces. We will have
Vendor booths and quickly became contaminated and used as trash bins. Crew began to turn them over to prevent usage. Some were moved to new locations to be paired with tall flags, and KAB’s recommendation is that all vendor bins not being used correctly be moved to inside barns.

1. Behind Marsh Free Stage
2. Outside DNR
3. Family Fun Park
4. Family Fun Park
5. Family Fun Park
6. Family Fun Park
7. Grandstand
8. Grandstand
9. Popcorn Adventure
10. West Pavilion Lobby - SW side
11. West Pavilion – Inside 1
12. West Pavilion – Inside 2
13. West Pavilion – Inside 3
14. West Pavilion – Inside 4
15. West Pavilion – Inside 5
16. West Pavilion – Inside 6
17. West Pavilion – Inside 7
18. West Pavilion – Inside 8
19. West Pavilion – Inside 9
20. West Pavilion – Inside 10

<table>
<thead>
<tr>
<th>Temporary Office bins</th>
<th>Made from old white cardboard sponsor trash bins</th>
<th>INSIDE:</th>
<th>No liners will be needed. Recycling crew will empty these bins into the roll carts.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. DNR 2nd Floor Breakroom</td>
<td>2. Farm Bureau Building Office</td>
<td>1.</td>
<td>“Mixed Recycling” decal</td>
</tr>
</tbody>
</table>
### Recycling Transporter – Rollcart/Toter*, 95 gallon
- **Buying**: 20 to move vendor material
- **Roving bins. They are not for public use.**
- **No liners will be needed.**
- **“Mixed Recycling” decals and “Sponsored By” decals**

### Recycling Transporter – Tilt truck/hopper, 1 yd3
- **Buying**: 1 to move vendor material
- **Roving bins. They are not for public use.**
- **The roll carts will be supplemented with small hoppers.**
- **Some are currently labeled cardboard but could be re-labeled. Could use Ray’s Trash label.**

### Dumpster – 8 yards, cardboard?
- **Qty from Ray’s Trash**
- **OUTSIDE:**
  - List current locations onsite
- **Serviced nightly.**
- **Need to have single-stream label from Ray’s Trash but mostly just cardboard**

### Dumpster – 20 yard open tops**, cans and bottles
- **1 from Ray’s Trash**
- **Looking to get one 20 yard only. Will be by Bull Pen, Northside.**
- **Pulled every other day or as needed.**
- **Need to have single-stream label from Ray’s Trash**

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* Roll carts
  - The State Fair will rent another 20 roll carts. They need 20 for the weekdays and 40 for the weekend.
  - Roll carts with cans and bottles will be dumped manually directly into the 20 yard dumpster. Serviced as-needed. Must be over half-full to be emptied.

**Dumpsters for trash

Compactors –
- 2 for manure and shavings, 1 at Blue Ribbon and 1 at Champions. Getting disposed of. Put out manure pits also. Serviced on call or about every other day. Each container is about 0.7 tons of material. There is contamination in the manure compactors.
- 3 for trash

***Midway operator

Five of the public space bins were originally allocated to the Midway. However, since not much recyclable material was being generated in this area, KAB recommended that these bins be placed instead outside of restrooms in camping areas on borders of fairgrounds.

3. **Waste Audit** – See appendix with methodology.
4. **Material Tracking and Reporting Requirements**

   1. **Historical data**
      a. In 2012 they collected 11 tons of cardboard during the fair but 2.35 tons were contaminated
      b. In 2012 they collected 2.44 tons of metal during the fair
      c. They do not have weights from the 2012 single-stream program

   2. **What is recycled from the auto/machine shop?** Tires, oil, fats/oils/grease? Who is the FOG vendor?

   3. **Strategy for tracking**
      a. Volume-To-Weight estimates from Ray’s Trash are fine.
      b. Exact weights will be received for the larger 20-40 yard open-tops.

5. **Composting**

   - The fair has 150 horses that train year round on their property. 70% of the material is straw. They have to pay to get rid of animal bedding. They would like help finding other options. They receive some of the finished mulch for use on site.
   - Completed form to see if we could get permit to bring food waste to their facility.
   - Received permit for food waste collection from the IN Dept of Environmental Management
   - **Composting logistics**
     - Take food waste from waste audit to composter – Conduct audit on Friday afternoon and haul on Saturday morning
     - Take prep-food waste from 1 vendor (Barto’s year-round café/caterer) on Friday (11-1 and 4-6) to composter on Saturday morning
     - Take public food waste from 1 location on Friday (11-1 and 4-6) to composter on Saturday morning.
     - We will utilize a couple of the vendor recycling bins for composting
     - Will be able to get onto fair property before 8am to pick up food waste in SUV.
   - **Vermicomposting display/Other items**
     - There will be a red wiggler vermicomposting display in the greenhouse on the North Side. They are looking at creating a vermicomposting bed in 2014 to handle onsite material.
     - The 5200 pounds of popcorn from the largest popcorn ball will be given to livestock as food. Farmers will come and self-haul the material away to their animals for feed.
   - **Observational study will involve composting. See that section.**
STAFFING PLAN

1. **KAB:**
   - Qty: Katy in charge of survey/study. Kelley in charge of ops. Alison to help with ops, booth and composting.
   - Hours and pay rate: Not applicable
   - Location: Everywhere
   - Schedule:
     - Arrive at 1pm on Wednesday, July 31 – We can drive onto the grounds that day and park behind Public Safety
     - Leave at 9am on Sunday, August 4
   - Tasks:
     - Must complete on-line “Super Service, Super Safety” training prior to receiving Staff Badge
     - Provide advice on recycling education portion of HQ, but will be specific to IN.
     - Train lead staff.
     - Write Volunteer On-site Training – script for when talking with vendors, volunteer myth busting FAQ. See Appendix.
     - Provide volunteer sign-up template
     - Provide volunteer what, when, where and why document
     - Design bin “check list” and map
     - Create a volunteer route so that not all volunteers are bunched up in the same place and they cover the whole fair during their shift moving every 20 minutes to the busier bins/locations.
     - Print Keep Indianapolis Beautiful recycling info to have on hand.
     - Liaison with vendors.
   - Items needed from fair:
     - Parking in 46th St. Lot – ride free shuttle in
     - Staff badge
     - Staff t-shirt
     - Map of recycling bins

2. **Paid seasonal staff from fair:**
   - Qty: 12
   - Hours and pay rate:
   - Location:
   - Schedule (Draft below):
     - 7am-6pm – 6 people
     - 2pm-10pm – 6 people
     - Overlap between 2pm-6pm = 12 people
     - Can KAB get their route and times they empty bins so that we can check bins before it is emptied?
   - Tasks:
     - They go around with push carts and empty all (public and vendor) bins. They pick up cardboard if it is behind the vendor booths.
   - Items needed from fair:
     - Staff vest
     - Map of recycling bins

3. **Lead staff/Volunteer coordinator:**
   - Qty: 1
   - Hours and pay rate:
   - Location:
The state fair will provide an inside booth for recycling HQ to be staged. HQ will be where volunteers check-in, where fair attendees learn about recycling in IN, etc.

- Location of Recycling Head Quarters
  - Expo Hall
  - Operation hours 10:00 a.m. – 10:00 p.m.
  - Must be manned at all times

- Schedule (Draft below): Weekdays versus Weekends. Mornings will be lighter and evenings will be heavier. Stagger shifts.
  - Mornings: 10:00am-1:30pm
  - Evenings: 5:30pm-10:00pm

- Pre-Fair Tasks:
  - Must complete on-line “Super Service, Super Safety” training prior to receiving Staff Badge
  - Create a volunteer sign-up system. Advertise the volunteer project. Options include EventBrite, Doodle, SurveyMonkey.
  - Work with state fair to build recycling education portion of HQ.
  - Finalize volunteers and send out information about what, when, where and why.
  - Provide volunteers with t-shirt and day ticket. Tshirts will be given out at the fair when they come for their shift.
  - Train 1 part-time staff/recycling ambassadors/street team.
  - Liaison with vendors.

- Tasks at Fair:
  - Oversee 1 part-time staff/recycling ambassadors/street team.
  - Liaison with state fair operations staff. Check on paid seasonal staff.
  - Liaison with vendors.
  - Day-of volunteer coordination. Provide cell phone number to all so if they are running late or lost they can call someone.
  - Make sure recycling HQ is always staffed by at least one person.
  - Answer fair attendee’s questions about recycling.
  - Documentation of project...photos, etc., so report can be generated.

- Items needed from fair:
  - Parking in 46th St. Lot – ride free shuttle in
  - Staff badge
  - HQ Booth
  - Staff t-shirts
  - Map of recycling bins

- Liaisons to Lead Recycling Staff

4. Part-time paid staff for recycling HQ:
   - Qty: 1
   - Hours and pay rate:
   - Location:
     - They will be stationed at recycling HQ.
   - Schedule (Draft below): Weekdays versus Weekends. Mornings will be lighter and evenings will be heavier. Stagger shifts withLead Staff.
   - Tasks:
     - Must complete on-line “Super Service, Super Safety” training prior to receiving Staff Badge
     - Trains new volunteers each shift
     - Trains new volunteers each shift
     - Completes volunteer tasks if volunteer doesn’t show up
5. Volunteers:
   - Qty: 4 per day
     - 4 hour shifts each – lunch and dinner shifts = If each shift is staffed by a different volunteer this could be 68 different people we have to organize. We could require people to sign up for at least 2 shifts. If we do that, it would cut the number down to 34.
   - Location:
     - Check in at recycling HQ 10 minutes before shift starts and then walk around fairgrounds
   - Schedule:
     - 11am-3pm - 2 people
     - 3pm-7pm – 2 people
   - Tasks:
     - Educate fair goers
     - Conduct recycling survey at booth
     - Be assigned to either recycling HQ or bin checking
     - Twice during shift walk area to check on recycling bins – complete check list
       - Check list includes: fullness of recycling bin, location of recycling bin – is it paired with a trash can, signage/labeling of recycling bin, contamination of recycling bin
     - Look in trash cans. If there are lots of recyclables think about using gloves to move recyclables to recycling bin.
   - Items needed from fair:
     - Parking in 46th St. Lot – ride free shuttle in
     - Staff t-shirt
     - Day ticket
     - Gloves
MARKETING AND EDUCATION PLAN

1. Signage (made in-house)
   a. Information Booth Signs (north and south side) – Qty 2. Will include information about where to recycle versus how much has been recycled.
   b. Entrance Gate Signs – Qty – At least 4 plus walk in gates and bus gate. Recycling will be part of a larger sign that requires legal notifications also.

2. Indiana State Fair Program, 5x9 inch book (made in-house)
   a. To include ¼ page ad about recycling. See mock up below

3. Ad in local publication
   a. Indiana Living Green publication ad

4. Webpage
   a. Recycling information will go under exiting “General Information” link - http://www.in.gov/statefair/fair/gen_info/index.html
   b. Maybe in the fall sustainability will have its own page

5. Map
   a. A recycling bin location map will be made for internal use only. Experience with public maps has shown that if things get moved it causes issues for fair-goers, so we will just use signage. See map in Appendix.

6. Bin decals (some made in-house)
a. Fair to make some decals in-house. Make sure they are heavy-duty outdoor vinyl
b. Different decals for different bins
   i. Public Space Temporary –
   ii. Public Space Permanent Outdoor – None. Hot stamped at factory.
   iii. Public Space Bottle Shaped bins – Purchasing 25 wraps.
   iv. Temp office make-shift bins
   v. Vendor Brutes –
   vi. Roll cart – Will need 60 decals (20 carts, decal on each side, plus one for top) that say Empty cans, bottles, paper along with all 3 decals – Flat space is 14 inches wide by 8 inches tall
   vii. Hopper/Tilt Truck – Use KAB graphics mentioned above.
   viii. Other – KAB to make some “Plastic cup acceptable” signs, “No paper cups” signs, “Bin full” signs and “Bin contaminated” signs to have on hand if need be.

7. Volunteer shirts
   a. Fair designed the shirts in-house. See final mock-up below.
8. Vendor communications –
   a. KAB reviewed their draft documents before sending to their vendor coordinator, the Indiana State Fair Concessions Manager. See draft below.
   
   b. Information will be included in the July mailing and the Exhibitor Packet.
   c. Vendors move in up to 2 weeks in advance through a couple days before. There will be a required vendor meeting on Wednesday and Thursday before the fair opens.
   d. Post-Compost Pilot Vendor Interview
      i. First, we would like to thank you for your participation in our composting program. We at Keep America Beautiful and the Indiana State Fair are interested in moving the Fair toward becoming a Zero Waste Event, and your participation in this program is an important part of learning more about how we can do that in a way that is beneficial for all—easy for the vendors, the fairgoers, and the staff, while also reducing the waste stream and pollution created by the fair.
      ii. In order to assess how this program went for you, we’d love to ask you a few questions about your experience today. Do you have time for __ questions? (If not, ask if there is another time you could talk with them.) Thank you for your time!
         1. Was this your first experience with prep-waste composting? If yes—when? How was that experience?
            a. If No—had you heard of doing prep waste composting before? If yes, from where?
         2. Was the bin we gave you appropriately sized for the amount of food waste you produced? If no, how much more space do you think you needed?
         3. Did you feel confident about what should/should not be going in the bin?
         4. Was there anything that was confusing or hard to understand about the signage we provided with the bin? If so, what?
         5. Would you have appreciated some further information or training for you or your staff before the program started? If yes, would you want it to cover:
            a. What goes into a bin
b. Why composting is important

c. What will happen to the waste after you collect it?

d. Anything else?

6. Beyond what we’ve talked about, were there other issues you ran into today?

a. If yes, were you able to overcome them? If so, how?

b. Is there anything we could have provided to help you?

7. Before today, what was your impression of composting? For example, did you think it would be more effort than it was worth, or that it would be unpleasant in some way?

a. After today, are your feelings about composting changed or the same? If they changed, how so?

8. Would you be willing to participate in a composting program at the fair again? Why or why not?

9. Would you be willing to promote this program to other vendors at the fair? Why or why not?

9. PR company

a. KAB solicited a PR company for the following:

i. Help build the story of recycling and waste reduction with the fair. Interview fair staff, get the history of their recycling program prior to the grant, build local recycling stats and facts, etc.

ii. Draft joint news release and key messages document

1. News release to be sent on August 2 – See release in Appendix. Fair CEO or COO to be quoted. Fair sent attendee demographic sheet.

2. Another release talking about all 3 fairs will be drafted by KAB and sent on August 2nd to the various trade groups by KAB

3. Fair to send their media contact list. See appendix for list.

iii. Provide draft social media updates.

iv. Pitch stories to local media, trades (corporate sustainability, beverage, recycling, fairs and expos)

1. Fair to start pitching to media July 22.

v. Arranging local media coverage include interviews and appearances

10. Education booth

a. The booth will be located in the entry way of the expo hall (size will be 10x20 ft). This is HQ and where volunteers check-in, where fair attendees learn about recycling in IN, etc.

i. Operation hours 10:00 a.m. – 10:00 p.m.

ii. Must be manned at all times

b. Fair to provide:

i. Tables, table cloth, chairs and booth wall can be piped and draped.

ii. It will have internet access

iii. Clipboards and pencils for survey taking.

iv. Printing of all graphics for booth

v. Banner regarding the fair’s environmental aspects

c. KAB to provide:

i. Office supplies – tape, scissors, markers, rubber bands

ii. KAB brochure and recycling department brochure

iii. Hand scale for waste audit

iv. Ipad and charger to look up recycling information for fairgoers while KAB is there

v. Plastic bottle flake display

vi. Recycle-Bowl save the date cards

vii. Recycling on the go pop-up banner – need to be mailed back to KAB after the event

viii. Survey for fairgoers to take about recycling. See Appendix.
ix. Trivia questions to use with fairgoers so they can win a prize - Goodies for answering the trivia questions right - Recycling symbol temporary tattoos, composting shirts, flower seeds, ARD stickers and other random stuff we had in the office.

d. IRC to provide:
   i. Computer to look up recycling information for fairgoers
   ii. Recycling graphics/artwork for backdrop of booth – These will just hang off the booth frame as a backdrop. Print on vinyl or foam board. Will need grommets. See below.

11. Other:
   a. “Ask me about recycling” Buttons and “I recycled” stickers from Target Marketing
   b. Tattoos and pencils from Weisenbach
   c. Pens from other Target Marketing
   d. Game, stamps and charms from Oriental Trading
   e. Flags – Purchased 5 general green flags that say “Recycle Here”.
      i. Not a height issue, when wind gets over 35 miles an hour, have to take them down
EXPLORATORY RESEARCH

Part 1 Exploratory Study: Compost

1. Academic Partner:
2. Methodology
   1. Behavioral goal: Increase composting behavior and reduce composting contamination
   2. Overall, there has not been much research into what influences public space composting behaviors. Therefore, the results of small scale exploratory research such as this is important in setting the stage for where larger research projects should focus their testing and resources
   3. Given this lack of research, for the literature review we will look into what influences public space recycling as well as household composting.
      i. Public Space Recycling: Convenience/lack of infrastructure, lack of information/confusion, lack of visibility of the behavior/social norm, and bin design
         1. There has been research conducted on the best practices for signage, bin location, and bin design (see other research docs)
      ii. Household composting
         1. [http://ageconsearch.umn.edu/bitstream/20836/1/sppark02.pdf](http://ageconsearch.umn.edu/bitstream/20836/1/sppark02.pdf)
            a. More likely to compost:
               i. Visibility of composting; Increase awareness of state’s 25% waste reduction requirement
            b. Rec: Increase above factors and create K-12 program and a “Pay-as-you-throw” program
      iii. Deriving Interventions on the Basis of Factors Influencing Behavioral Intentions for Waste Recycling, Composting, and Reuse in Cuba
         1. Rec: start with information events that model bin, then provide infrastructure, then specifically target messages that positively influence attitudes, explain cost-value ratio, and some kind of recognition, perhaps public, as all of those factors had an influence over composting
   4. Idea: since public space composting is a newer activity in Indiana, a volunteer will be stationed next to the bin to assist people, increasing the convenience of trying out this new action and decreasing confusion. However, there are not guidelines on the best way for volunteers to communicate with a fair goer who is likely new to composting.
   5. Problem question: Can communication from volunteers by compost bins more effectively help foster composting behavior than simply being present to answer questions? If so, what should they say?
   6. Research thoughts: Normative information
      i. “The fair has invested in a new composting program. Will you help the fair by putting your food scraps in this bin?”
      ii. “Many large events around the country have joined in the Zero Waste effort by running composting programs, and the Indianapolis State Fair is excited to join in! Please help by placing your food scraps in the bin below”
   7. Research thoughts: “How-to skills”/Procedural information
      i. Since composting is new to this audience, would it be more helpful for the volunteer to offer to help them with what to compost while instructing them (briefly) on what goes into the compost bin
1. Procedural knowledge, the basic how-to conduct-the-behavior is worth conveying; a lack can be an impediment (DeYoung 1988/89).

ii. “Would you like me to help you with what to compost today?”

   1. “Okay, so X, Y, and Z go into the compost bin because they are food material/paper material. A goes into recycling because it’s _____, and B goes into trash”

8. Could be a combination:

   i. “Hi! We at the fair are excited to be running a compost program today, and I’m here to teach people about what they can compost, since it’s a new program! Would you like to learn more about composting?”

   ii. “Hi! We at the fair are excited to be running a compost program today, and I’m here to teach people about what they can compost, since it’s a new program! Would you help us try out the program?”

   iii. “Hi! We at the fair are excited to support the Indianapolis community and the environment with a brand new compost program. Please let me know if you’d like my help sorting your items”

9. Need to provide information to volunteers to answer potential questions

   i. What is composting?

      1. A compost bin collects organic material, such as food waste, napkins, and paper plates, and rather than sending it to a landfill, diverts it to a space where the material can breakdown and create fertile soil

   ii. Why compost?

      1. Organic waste is the largest part of our trash, costing us money and creating pollution
         a. Enough food is wasted in the US to fill the Rose Ball every day (Blooms 2010)

         a. Reduce emissions
         b. Reduce pollutants
         c. Saves energy
         d. Conserves resources
         e. Reduces need for new waste facilities
         f. Support local agriculture, parks, and gardeners

   iii. Is anyone doing this?

      1. Indianapolis city already composts! Christmas trees are chipped every year to make mulch for IndyParks landscaping. In addition, leaves collected around the City each fall are sent to South Side Composting and can be used by any Marion county resident for personal use.

      2. Indiana University-Purdue has a pre-consumer composting program on campus.

10. Target Audience: Indiana State Fairgoers

3. Exploratory Research Protocol:

   1. Setup: Compost bin will be placed next to a trash and recycling bin in the selected eating area during meal time. If the paired trash or recycling bins have material in them already, weigh or empty them. If there are other trash or recycling bins in the eating area, weight or empty them. Volunteer will stand next the compost bin wearing a shirt that identifies them as with the fair or with composting.

      i. For baseline, volunteer will simply be available to answer questions and correct people if they are about to contaminate the bin.

      ii. For experiment, volunteer will actively engage with people who come up to the bin with the decided upon message, as well as answer questions and correct people about to contaminate the bin.

   2. Location Description Worksheet: Location Description and Weight Worksheet will be completed by the observer and volunteer before the observation period begins in order to characterize the physical
surrounding of the observational area and time, and to allow for analyses of the degree to which particular site characteristics influenced the disposal behaviors. Included in this worksheet were measurements of:

i. Physical Aspects of area
   1. Weather, temperature, crowdedness

ii. Compost bag weight
   1. Estimated contamination levels

iii. Other bins in the area
   1. Estimated contamination levels

iv. Photograph of bin

3. Behavioral Observations: Observational study conducted over 1 day, at lunch and dinner time, at the selected pilot site. Observation will continue over 2 hours or as needed to encompass “meal time”.
   i. Pilot site will be off the beaten path to allow for better observation and volunteer interaction with fairgoers
   ii. Ideally, the observer will watch for people completing their meals and what they choose to do with their leftover garbage, recycling, and compost
      1. If not possible, then focus on all interactions with the compost and paired bins.
   iii. If fair area is extremely busy, record based on the “randomization” technique described below.
      1. Randomization: Throughout the observational period, researchers will assess the flow of traffic (i.e., number of people) at the site and will choose an appropriate randomization sequence to obtain a representative sample of interactions. Randomization can be achieved by selecting the Nth interaction with the recycling bin, with N based on the flow of traffic and ranged from observing every interaction (N=1) to observing every sixth interaction (N=6).
   iv. Record information based on the observation worksheet, which includes measures of:
      1. Type of composter
         a. Ideal composter: composts everything they can
         b. Partial composter: Composts some, but not everything
         c. Non-composter: puts compostable material in other bins
      2. Length of interaction with bin
      3. Basic demographic information
      4. Social group information

4. Other available data:
   1. Total Weights:
      i. The fair will have some data on the total weight of recycling collected per day.
   2. Waste assessment:
      i. A waste assessment will be conducted during the fair of trash and recycling bins
      ii. The assessment will measure weight, level of contamination, and amount of correctly recycled materials.
   3. Survey:
      i. A survey will also be conducted at the recycling education booth.
         1. The survey seeks to assess people’s perception of their recycling knowledge, their social norms around recycling, their commitment to recycling in their daily lives, and some basic demographics
         2. While this survey is being generally administered, rather than administered to individual being observed, the information can be used to provide some context on fair goer audience’s perception of their recycling knowledge, norms, and actions.

5. Outcome measures include:
   a. Location description
   b. Number of composters, partial composters, and non-composters
a. Demographics and descriptions of type of interaction
b. Impression from volunteer
d. Weight before and after observation
### Location Description and Weight Worksheet

<table>
<thead>
<tr>
<th>Weather (circle all that apply)</th>
<th>Temp.</th>
<th>Time</th>
<th>Crowdedness estimates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sunny</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cloudy</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Humid</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rain</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Describe the area where the bin is:

### Observation Worksheet

<table>
<thead>
<tr>
<th>M</th>
<th>F</th>
<th>&lt;18</th>
<th>18-35</th>
<th>36-55</th>
<th>55+</th>
<th>Alo</th>
<th>Group of</th>
<th>Ideal</th>
<th>Partial</th>
<th>Non</th>
<th>Engage</th>
<th>Somewhat</th>
<th>Neutral</th>
<th>Avoid</th>
</tr>
</thead>
</table>

1. Comments:
Part 2 Exploratory Study: Recycling Flags

1. **Methodology:**
   1. Behavioral Goal: Increase recycling behavior and reduce recycling contamination
   2. Some influences over recycling behavior include convenience/lack of infrastructure, lack of information/confusion, and bin design\textsuperscript{i,ii,iii,iv}.  
      i. There has been research conducted on the best practices for signage, bin location, and bin design (citations above described, more to be added).  
         a. This body of research is still far from conclusive, so the need to continue to test how facets of recycling programs affect behavior is vital to inform development of well-designed programs into the future.
   3. Idea: A well-designed bin will decrease confusion, increase availability of necessary information, provide the necessary infrastructure to make it convenient, and will incorporate appropriate lid/color/etc design (as based on research available).  
      i. This study will seek to further identify what constitutes a “well-designed bin”.
   4. Problem Question: Will the amount of correct recycling behavior increase when a bin sign is supplemented with the addition of a large flag to help attract attention?  
      i. Are recycling bins at the fair already visible enough, or will the addition of the flag increase correct recycling behavior? Does a flag increase recycling through visibility, will it decrease contamination through less confusion, or will both instances occur?

2. **Target Audience:** Indiana State Fair-goers

3. **Observation and Research Protocol:**
   1. The Study will be conducted over two days at the Indiana Fair (alternating days with each bin condition at randomly selected sites).  
      i. Tested bin locations will be distributed in a balanced way around the fair in order to remove location as a variable—such as the type of items being sold in the surrounding area
   2. **Location Description and Weight Worksheet:** See part 1
   3. **Behavioral Observations:** Observations will last for a prescribed amount of time, likely one to two hours, or until the target number of observations is reached at the site (likely 30 to 50). If possible, run one or two observations during busy fair times, and one or two during less busy times of day.  
      i. If possible, all interactions with the selected recycling bins will be recorded during the selected time period. During extremely busy times, record based on the “randomization” technique described below.  
         a. Randomization: Throughout the observational period, researchers will assess the flow of traffic (i.e., number of people) at the site and will choose an appropriate randomization sequence to obtain a representative sample of interactions. Randomization can be achieved by selecting the $N$th interaction with the recycling bin, with $N$ based on the flow of traffic and ranged from observing every interaction ($N=1$) to observing every sixth interaction ($N=6$).  
      ii. If possible, all interactions with the paired trash bins will also be recorded during the selected time period.  
      iii. Record information using the observation worksheet, which will include measures of:  
         a. Whether the item was disposed correctly or incorrectly  
         b. Type of interaction with bin  
         c. Basic demographic information  
         d. Social group information

Location sheet (same as above)
Observation Worksheet

Researcher: _______________________________________________ Date: ____________________
Location: __________________________________________________

Circle Appropriate Categories

<table>
<thead>
<tr>
<th>Demographics</th>
<th>Social</th>
<th>Item Recycle Bin</th>
<th>Item Trash bin</th>
<th>Bin/signage interaction</th>
<th>Movement</th>
<th>Time interact (sec)</th>
</tr>
</thead>
<tbody>
<tr>
<td>M F &lt;18</td>
<td>Alone</td>
<td>Recyclable</td>
<td>Recyclable</td>
<td>Look at sign/bin</td>
<td>Complete stop</td>
<td></td>
</tr>
<tr>
<td>18 to 35</td>
<td>Group of ____</td>
<td>Trash</td>
<td>Trash</td>
<td>Did not look at sign/bin</td>
<td>Quick stop</td>
<td></td>
</tr>
<tr>
<td>36 to 55</td>
<td>Crowd</td>
<td>Unsure</td>
<td>Unsure</td>
<td>Unsure</td>
<td>While moving</td>
<td></td>
</tr>
<tr>
<td>55+</td>
<td>None</td>
<td>None</td>
<td>None</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
The numbers on this map correspond to the numbers on the bin checklist. Sample checklist is also in Appendix.
The numbers on this map correspond to the numbers on the bin checklist. Sample checklist is also in Appendix.
APPENDIX 2

LIST OF BUILDINGS

Buildings on property –
1. Expo hall – Permanent concession
2. West pavilion – animal barn
3. Hooks drugs- old soda fountain
4. Home and family arts building – 4-H stuff
5. Octagon building/Gazebo – state fair merch
6. Poultry barn – rabbits and chickens
7. White house
8. Southwest pavilion – used only for storage – tent for midway offices behind this building in parking lot
9. Dupont food pavilion – made in IN food
10. Ag/Hort building – produce (may put a recycling booth here) – entrance to midway near here, permanent concessions
11. Dairy barn – do $300K in milkshakes each year
12. Grand hall – thematic building
13. Grandstand – rodeo, monster truck, demo derby
14. Pepsi coliseum – under construction, won’t be open – temp stage will be across from Pepsi coliseum
15. Main drive north – full of concessions
16. Gate 16 – main point of entry
17. Blue ribbon pavilion – permanent concession
18. Champion pavilion (horses) – backs up to Blue Ribbon, permanent concession –
19. South pavilion - goats
20. Swine barn – older open air facility, livestock warm up bin by swine in parking lot
21. Communications and Paddock building – Comm is on second floor
22. Public safety
23. Kiddie midway – New by lot 6-a
24. Speed barns – 15 of them for horse racing track
25. Track – parking happens inside track
26. Go-cart track – mini indy professional track
27. Pioneer village w brightly colored barns, small sample farm, stage
28. Normandy barn – do weddings here
29. Mac Reynolds barn
30. Greenhouse – open year round for kids
31. Glass barn – being built, meeting space for farmers
32. Farm Bureau building – 1000 theater and large caterer, Flea market tents near Farm Bureau building during fair
33. FFA pavilion
34. Farm Bureau building/State Fair Café (Barto’s)
35. DENR building – fish pond and butterfly garden
36. Centennial hall, Exhibit hall, Girls dormitory –
37. Discovery hall – back side of Girls dormitory
38. Free stage – concrete (needs recycling)
39. Arts and Crafts building – Has flea market material
APPENDIX 3

WASTE AUDIT PROCEDURES

Materials:
- 4 bags of mixed trash
- 10 extra-large garbage bags for use as tarps and for separating materials
- Gloves
- Signage for each waste group (see Section 5 in full document)
- Duct tape
- Permanent marker
- Hook scale
- Data collection sheets, clipboards, and writing utensils
- Scissor or razor
- Camera
- Hand sanitizer
- Educational/display materials (optional)

Procedure:
1. Collect garbage bags from the bullpen.
2. Transport bags to the maintenance yard above 42nd street.
3. Gather all volunteers and explain the purpose of the waste audit and the general procedure. Review reference information (such as a list of the types of materials that go into each category, Table 1) with volunteers.
4. Slit open 2 garbage bags and lay out as tarps, laying out the signage for the different materials, attached below. If space is limited, it may be helpful to wait until some of the waste has been sorted before selecting which signs to use, as it is likely that not all categories of waste will be represented.
5. Distribute gloves and then bags of trash to volunteers.
6. Weigh the first trash bag and record the weight on Data Sheet 1 before opening. If known, note the location the bag came from and what type of bin it was in. If the bag is of the same size as the others, note approximately how full it is (empty or less than ¼ full; partially full; full; or overflowing).
7. Open the bag of trash. Photograph the contents.
8. Have volunteers sort the material in the bag into the appropriate categories (Table 1) and pile them into the corresponding areas on the other tarp. If time and space allows, keep the most common materials separated within the waste categories. For example, if there are a lot of polystyrene foam (Styrofoam) cups and plastic utensils going into the Landfill pile, pile each of them separately in order to visually demonstrate their presence in the trash. Note these observations on the makeup of the piles in Data Sheet 2. If the piles get too big or the wind is strong, the materials can be sorted into separate waste bags.
9. As the first bag is being sorted and volunteers become more comfortable with what goes in which pile, the next bag can be weighed and then opened to be sorted.
10. Instruct volunteers to consult staff or overseeing volunteers if they are unsure what category an item should be sorted into. Have staff/overseeing volunteers monitor the audit and check that items are being correctly distributed into categories.
11. When sorting of all bags is complete, take pictures of each category of separated waste. Take pictures of the entire sort.
12. Move any material piles that are not already in bags into the appropriate recycling, trash, or organics bags. Weigh each commodity-specific bag and record in Data Sheet 2. If desired, weigh subsets of the piles separately (i.e. to determine the weight of just the Styrofoam cups from within the Landfill pile).
13. If desired, repeat steps 5-12 using bags of mixed recycling.
14. Roll up tarps and place in the trash bag. Clean material-specific signage using soap and water or throw away with tarps.
15. Remove sorted bags to their appropriate locations.
16. Have volunteers remove their gloves and sanitize their hands.
17. Following the audit, analyze the data. Use it to provide information to the fair staff or to prepare educational materials/talking points with the public. Enter the data into an Excel spreadsheet to calculate the percentage of each material from the total mix. Note that the commodity-separated weights will not necessarily add up to the total weight of all original bags together due to the weight of the plastic trash bags themselves, and that of any discarded liquids.

<table>
<thead>
<tr>
<th>Category</th>
<th>Commodity</th>
<th>Examples/Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recycling</td>
<td>Aluminum</td>
<td>Cans, pie plates, foil</td>
</tr>
<tr>
<td>Recycling</td>
<td>Steel</td>
<td>Soup cans, juice cans</td>
</tr>
<tr>
<td>Recycling</td>
<td>Plastics #1</td>
<td>PET: beverage containers</td>
</tr>
<tr>
<td>Recycling</td>
<td>Plastics #2</td>
<td>HDPE: milk jugs, household cleaner and shampoo bottles, yogurt and butter containers, plastic film</td>
</tr>
<tr>
<td>Recycling</td>
<td>Plastics #3</td>
<td>V (Vinyl) or PVC: household cleaner and shampoo bottles, cooking oil bottles, piping</td>
</tr>
<tr>
<td>Recycling</td>
<td>Plastics #4</td>
<td>LDPE: squeezable bottles; food, dry-cleaning, and shopping bags</td>
</tr>
<tr>
<td>Recycling</td>
<td>Plastics #5</td>
<td>PP: bottle caps, yogurt containers, ketchup bottles, caps, medicine bottles</td>
</tr>
<tr>
<td>Recycling</td>
<td>Plastics #6</td>
<td>PS: disposable plates and cups, meat trays, egg cartons, carry-out containers</td>
</tr>
<tr>
<td>Recycling</td>
<td>Plastics #7</td>
<td>Three- and five-gallon water bottles</td>
</tr>
<tr>
<td>Recycling</td>
<td>Paper</td>
<td>Unsoiled, mixed</td>
</tr>
<tr>
<td>Recycling</td>
<td>Cardboard</td>
<td>Unsoiled, corrugated or thin food/gift boxes</td>
</tr>
<tr>
<td>Recycling</td>
<td>Glass</td>
<td>Bottles and jars</td>
</tr>
<tr>
<td>Compost</td>
<td>Food scraps</td>
<td>Pre- and post-consumer food waste</td>
</tr>
<tr>
<td>Compost</td>
<td>Other organics and Biodegradable Material</td>
<td>Anything organic that is not food waste: animal waste or bedding; yard trimmings; soiled paper plates, napkins, towels, and cardboard; plant-based plastic flatware; wooden toothpicks or skewers</td>
</tr>
<tr>
<td>Trash</td>
<td>Landfill</td>
<td>Anything that does not fit into the above categories: recyclables heavily contaminated with food waste, wax-lined cardboard drink cups, plastic silverware and straws, chip bags, etc.</td>
</tr>
</tbody>
</table>

Sample photo:
## APPENDIX 4

**RECYCLING BIN CHECKLIST SAMPLE BROKEN OUT BY REGIONS**

**Region:** Champions  
**Volunteer Name:** __________________________  
**Date:** __________________________

*Report any very full or overflowing bins to Jonathan at 317-408-7540!*

<table>
<thead>
<tr>
<th>#</th>
<th>Bin Location</th>
<th>Time Observed</th>
<th>Next to a trash can? (Y/N)</th>
<th>Fullness</th>
<th>Labeling</th>
<th>Contamination</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Sidewalk on Bend around SE corner of Infield</td>
<td>Green/Yellow Rect.</td>
<td>Cans &amp; Bottles</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Public Safety Center</td>
<td>Bottle-shaped</td>
<td>Cans &amp; Bottles</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Public Safety Center - Police Office</td>
<td>White Cardboard Rect.</td>
<td>Mixed Recycling</td>
<td></td>
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</tbody>
</table>
APPENDIX 5

MATERIAL TRACKING PLAN

1. Bin Checklist
   a. Qualitative assessment of recycling/trash accumulation during the day
   b. Will determine the rough timing of when the bin is being emptied, and how efficiently bins are being used
   c. Frequency: first 4-7 days of fair
   d. Timeframe: approximately four times a day during fair operating hours (twice during each 4 hour volunteer shift – see timing below)
   e. Personnel: Volunteers via data collection sheet

2. Waste Audit
   a. Volunteers or staff will conduct a waste audit of a select number of trash and recycling bags
   b. Will collect quantitative data on fullness of bags, bag weight, commodity makeup, and degree of contamination
   c. Frequency: Once, Timeframe: 3pm-5pm on Saturday, August 3
   d. Personnel: Staff via data collection sheet

3. Spot check volume-to-weight conversions
   a. Record volume and weight measurements of various commodities to ensure accuracy in later calculations
   b. Will be done in conjunction with waste audit
   c. Frequency: At least once
   d. Timeframe: During waste audit
   e. Personnel: Staff via Data Sheet 4 from Waste Audit Operating Plan

4. Bin Checklist Data Conversion (see example below - all data can be entered into corresponding Excel spreadsheet)
   a. Using data pulled from bin checklist surveys, assess rough times when bins are emptied daily
   b. Frequency: Once a day, first 4-7 days of fair
   c. Timeframe: Evening first week of fair - after four bin checklist surveys are completed
   d. Personnel: staff via Material Tracking Data spreadsheet (converted from bin checklist 1)

<table>
<thead>
<tr>
<th>Region: _____________________________</th>
<th>Date: ________________</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bin # 1</td>
<td>9am-11am</td>
</tr>
<tr>
<td>Bin Status</td>
<td>Half full</td>
</tr>
</tbody>
</table>

5. Hauler data
   a. Quantitative data on materials hauled will be delivered by waste management company post-fair
   b. Will give concrete data on the amount of material accrued during the fair, amount of contamination, etc.
   c. Frequency: Once
   d. Timeframe: Several weeks after fair
   e. Personnel: Waste management company, to be received by Recycling Leader

APPENDIX 6

KEEP AMERICA BEAUTIFUL IS THE NATION'S LEADING NON-PROFIT THAT BUILDS VIBRANT COMMUNITIES

Page 32 of 50 Last Modified: 11/2/13
VOLUNTEER SIGN-UP TEMPLATE

Please complete this form and email it back to jonathan@indianarecycling.org by ____ (date) ____

Name: ____________________________________________________________

Organization: ______________________________________________________

Phone: ______________________________________________________________________

Email: ______________________________________________________________________

T-Shirt size (please place a “X” in the size and style shirt you want)

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<th>Size S</th>
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<th>Size L</th>
<th>Size XL</th>
<th>Size XXL</th>
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<td>Ladies’</td>
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<tr>
<td>Men’s</td>
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I am available for:

□ __ (Orientation date & time 1) __    □ __ (Orientation date & time 2) __

I would like to work ______ number of shifts. If you volunteer to work more than one shift, we can offer you __ (incentive) __.

My preferred date(s) and time(s) to volunteer at the booth:

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<thead>
<tr>
<th></th>
<th>11am to 3pm</th>
<th>3pm to 7pm</th>
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<tbody>
<tr>
<td>Date 1</td>
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<tr>
<td>Date 17</td>
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</tbody>
</table>

Do you have a background in recycling? (experience is NOT necessary!)

□ Yes, extensive    □ Yes, a little    □ No
VOLUNTEER WHAT, WHEN, WHERE TEMPLATE

FAIR RECYCLING VOLUNTEERS
THINGS TO KNOW

Before the fair:
Meet with Volunteer Coordinator Jonathan Allinson to pick up your day ticket before the fair begins, as you will need to bring that with you the day of the fair.

The day(s) of your shift(s):
Please bring your ticket! Make sure to allow enough time before your shift begins for traffic and parking. We suggest 30 minutes. You will be parking in 46th St. Lot and taking a free shuttle into the fair. We need you to work rain or shine so please dress appropriately. If you find yourself unable to make your shift, please notify the Volunteer Coordinator, Jonathan Allinson, at 317-408-7540 as soon as possible.

Upon arriving at the fair, check in at the booth 10 minutes before your shift starts. We will provide you with a t-shirt to wear. The booth is located inside the Expo Hall. At the booth you will be provided gloves and a map of the fairgrounds with bathroom and water locations. Volunteer Coordinator Jonathan Allinson or will be at the booth to make sure everything is set. High school student volunteers that need a community service letter can receive that from Jonathan at the completion of their shift.

Information about the Education Booth:
The Education booth will have a recycling banner, recycling bin, trash can, recycling survey, recycling trivia and goodies, recycling FAQ’s and a computer to look up recycling information. All fair recycling locations are listed on a map that will be in the Booth. The Booth will have a list of acceptable recyclable materials. The maintenance staff will empty the recycling bins throughout the day as they fill up.

Education Booth Volunteers:
Your main goal is to educate fair goers about recycling. However, you can only talk to fair goers at recycling bins or at Educational Booth due to Indiana State Fair Solicitation Guidelines. You will also be conducting a half page recycling survey, which will be provided at the booth along with clipboards and writing utensils, as well as possibly assisting with recycling observational study. If there is a lull during your shift, please walk around to check on recycling bins and complete the check list. The check list will include: fullness of recycling bin, location of recycling bin (i.e., is it paired with a trash can, signage/labeling of recycling bin, etc.), and contamination of recycling bin. In addition, observe trash cans, and if there are lots of recyclables, consider using provided gloves to move recyclables to recycling bin.

What should I do if…:
• One recycling bin fills up – Tape “Bin full” signs over all bin openings and move it away from pedestrian traffic. Call the Volunteer Coordinator, Jonathan Allinson—317-408-7540
• Recyling bin gets contaminated with trash – Tape “Do Not Use” bin signs over all of the holes of the bin and move it away from pedestrian traffic. 10% contamination is acceptable. Call the Volunteer Coordinator, Jonathan Allinson—317-408-7540
• A volunteer doesn’t show up to relieve me – Call the Volunteer Coordinator, Jonathan Allinson—317-408-7540
• I get a recycling question I can’t answer – At the booth, look at the FAQ document or online to answer their question. While checking bins, direct them to the education booth.
• I get a question about maintenance, security or an emergency – Contact Stephanie DeCamp—765-650-0828 with the fair.
HOW TO GET TO RECYCLING HEADQUARTERS

Volunteers will park for free in the 46th Street lot, north of the Indiana School for the Deaf. Take the free shuttle service to the edge of the Fairgrounds.

When the shuttle drops you off, have your ticket ready to enter the fairgrounds and walk toward the Expo Hall.

You will check in at the Recycling Headquarters, located in the Exposition Hall on the southern end of the Fairgrounds. From the shuttle drop-off, walk around the track and down State Fair Boulevard.

The Indiana State Fairgrounds are outlined in yellow.
Volunteer Script for Talking to Vendors

Hello, my name is __________ and I am a state fair recycling volunteer. I am just stopping by to remind you that the fair is prioritizing recycling this year and to give you a quick refresher on how to recycle at the fair.

I have this handout for you on material that is recyclable at the fair (give handout from Ray’s trash).

Q1: Of the recyclable materials listed, what would you say are the one or two materials you generate the most of at your booth? (circle answer[s])

Cardboard  Aluminum cans  Plastic bottles  Oil  Other:__________________

Q2: Are you aware that it’s very important that vendors flatten cardboard before recycling to help keep the fair clean? (circle answer)

Yes  Not sure  No  Other:__________________

Now I’m going to quickly go through how to recycle the materials listed on your handout.

Cardboard Instructions:
Your cardboard must be broken down, flattened, and placed in next to the small green round recycling bins provided by the fair. Do not put cardboard in the trash containers. Cardboard recycling should be removed by Fair staff throughout the day, but if the collection area is full, please contact Stephanie DeCamp—(765) 650-0828.

Aluminum and Plastic Instructions:
All aluminum cans and plastic bottles (even solo cups, hard plastic souvenir cups, juice concentrate bottles, etc.) can be recycled in the small green round recycling bins provided to vendors. These recycling containers should also be emptied by Fair staff throughout the day, but if they are full, please contact Stephanie DeCamp—(765) 650-0828. Styrofoam, plastic that previously had oily material such as peanut butter or mayo in it and glass not in bottle form are not recyclable.

Cooking Oil and Other Materials:
Lastly, we recycle our cooking oil. Remember to strain food from the used cooking oil then dump the oil into the designated grease containers around the fairgrounds.
Q3: Are there any challenges you expect to have with recycling at the fair? Is there anything the fair could do to make it easier for you? (Use space below to record)

<table>
<thead>
<tr>
<th>Expected Challenges</th>
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<tbody>
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<tr>
<th>Suggestions for Fair</th>
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<td>3.</td>
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2013 Indiana State Fairgrounds Recycling Procedures

The Indiana State Fair Commission is partnering with Keep America Beautiful and the Alcoa Foundation to enhance recycling efforts for Concessionaires and fairgoers; we need your help in this effort. All Concessionaires selling at the Indiana State Fair will be asked to recycle at their stands this year. Concessionaires will be responsible for recycling the following items: plastic, aluminum and steel cans, cardboard, paper, and grease. A detailed plan has been created that will make it easy for you to recycle at the Indiana State Fair. The Indiana State Fair will be providing 30-gallon brute containers for you to recycle all your plastic, cans, and cardboard containers. The brutes will be emptied by a recycling crew throughout the day. Grease will be recycled in the same way as the past, locations to be determined. All cardboard must be broken down and placed behind your stand for pick up. You will receive more information during the mandatory Indiana State Fair Concessionaires meetings on July 31 and August 1.
VOLUNTEER RECYCLING FAQS

Indiana State Fair Recycling Education Booth

THE FACTS

_Municipal Solid Waste_
- In 2009, Americans produced about 250 million tons of municipal solid waste, or about 4.4 pounds per person per day.

_Why Recycle?_
- Saves natural resources
- Prevents air and water pollution
- Saves energy
- Provides raw materials for industry
- Creates jobs
- Keeps habitats intact
- Saves landfill space

_What Happens to Recyclables_
- Processed at Material Recovery Facility.
- Commingled recyclables are separated out using some mechanical and some human methods. Imagine a big pile of recyclables placed onto a long conveyor belt...
- The first conveyor belt is sticky and on an incline. Newspapers stick to it and continue to climb up the hill. Round objects, like steel/aluminum cans or plastic/glass bottles, roll backward. This step separates out paper material from containers.
- Magnets attract and isolate the steel cans, while an Eddy Current separates aluminum cans by repelling them away.
- Imagine a colored shampoo bottle and a clear water bottle are going down the conveyor belt. To separate them, the MRF shoots light from a powerful laser through the plastic. If the light goes through the plastic, like it would with a clear water bottle, a puff of air pushes the bottle off the conveyor belt.
- At the end of their route, all commodities have been thoroughly separated and are prepared for sale to manufacturers.
- Now they can be turned into products for purchase: plastic bottles, fleece jackets, paper tissue, plastic hangers, bicycles, and more.
- There are 717 recycling drop-off locations and 16 recycling facilities within 15 miles of the Indiana State Fairgrounds!
**THE STATS**

Management of MSW in the US, 2011 (EPA).

Total MSW Generation By Material, 2011 (EPA).
250 million tons (before recycling).
The majority of our trash can be recycled or composted!
THE QUESTIONS

Q. Can I recycle…

- Coffee cups, or cardboard cups from state fair vendors? No, as they are treated and lined.
- Electronics and batteries? It is illegal in Indiana to dispose of e-waste in your regular household garbage. Find a registered collection site - there are 34 within 15 miles of the Indiana State Fairgrounds.
- Paint? Let the paint dry completely (cat litter helps!) and then dispose of it with your regular garbage.
- Pizza boxes? Rip the box in half: the top, greaseless half is recyclable, while the greasy bottom half belongs in the trash.
- Plastic bags? Yes, at one of special 15,000 locations nationwide, where you can bring plastic bags, flexible plastic packaging, zipper plastic food bags, etc. There are 23 drop-off locations within 15 miles of the Indiana State Fairgrounds, such as Kroger’s stores.
- Plastics with numbers other than 1 and 2? Yes. You can recycle all plastic containers marked with a number 1 through 7.
- Post-it notes? Yes
- Straws and plastic utensils? No
- The metal top of a glass jar? Yes, but take the top off first so that the MRF can sort the materials separately.

Learn more about what can be recycled in Indiana at [www.in.gov/idem/recycle/2345.htm](http://www.in.gov/idem/recycle/2345.htm)

Q. Is it true that anything with the chasing arrows on it means it’s recyclable in my community?
A. Most likely not. The recycling symbol is a reminder to recycle, not a promise that the material is recyclable. It’s important to ask your community recycling coordinator what is acceptable in your town.

Q. What do the three arrows in the recycling symbol stand for?
A. Collection of recyclables, process and manufacture the material, and buy recycled products. Just like any cycle, if one part doesn’t happen, the whole cycle won’t work!

Q. Should I leave the caps on or take them off of my water bottle before putting it in the recycling bin?
A. Leave them on. Historically, MRF’s didn’t want them as they could be an occupational hazard. But now many newer MRF’s have machines to puncture bottles prior to compaction so the air is taken out of a bottle, removing the occupational hazard. The lids are often a #5 polypropylene and currently have a good global market demand.

Q. Does the material in a landfill degrade?
A. Somewhat, but not really. The organic material within a landfill will degrade and generate methane, a greenhouse gas which in some landfills can be captured and used as a green energy source. However, light, air and water are needed for organic material to degrade fully. Landfill operators attempt to remove these things, essentially creating a tomb-like structure. It’s very hard for a non-organic product like metal or plastic to degrade in a landfill.

Q. Are landfills the only way to manage waste?
A. No. There are also transfer stations, waste-to-energy plants, composting facilities, and recycling facilities.

Q. How clean do items need to be before being recycled?
A. Empty, but not clean. No need to remove labels, staples, stickers, etc.
APPENDIX 7

ATTENDEE SURVEY

Indiana State Fair Recycling and Compost Survey

Thank you for participating! Your feedback is important. Please ask the volunteers if you have any questions.

1. Rate your agreement with these statements by circling your answer.
   I know what materials can be recycled in my community.
   Strongly Agree       Agree           Neither     Disagree       Strongly Disagree
   It would be easy to compost at the fair.
   Strongly Agree       Agree           Neither     Disagree       Strongly Disagree
   It would be unpleasant to compost at the fair
   Strongly Agree       Agree           Neither     Disagree       Strongly Disagree

2. Which, if any, of these benefits would motivate you to recycle? (circle all that apply)
   Conserve Resources   Prevent Pollution   Save Energy   Create Jobs   Reduce Waste   None

3. Imagine you are away from home with an empty aluminum soda can, but don’t see a recycling bin. How many trash cans will you pass by before you dispose of your soda in a trash can instead? (circle)
   None                           1-3 trash cans
   4-6 trash cans                  I will hold it until I find a recycling bin

4. Gender:       M   F   Prefer not to answer
5. Age:          <18   18-24  25-34  35-44  45-54  55-64  65+   Prefer not to answer
6. Where are you from? (circle)
   Marion County     Counties surrounding Marion   Other IN county   Other:___________________
Recycling and Composting Presentation for the Indiana State Fair Youth Leadership Conference
August 3, 2013
Alison Kirsch

BACKGROUND:
- Leadership Skill Sessions: 4 half-hour presentations to groups of ~15 high school students
  - “Youth who have completed grades 9-12 are invited to attend this conference that provides exciting opportunities to learn about and experience leadership.”
- Schedule:
  - 11:00am-11:30am – Group 1
  - 11:30am-12:00pm – Group 2
  - 12:00pm-12:45pm – Lunch
  - 12:45pm-1:15pm – Group 3
  - 1:15pm-1:45pm – Group 4

OUTLINE:
3 min – Introduction
- Who I am
- KAB background
- Explain grant for the fair

7 min – Recycling Relay
- Before we start, let’s see what you know.
- Split into 2 teams at one end of room. On opposite end, set up signs or bins labeled ‘Trash,’ ‘Recycling,’ and ‘Compost’ – each team should have a station with the three signs.
- In a container between the two stations, place slips of paper with the names of various materials.
  1. Egg shells
  2. Milk jug
  3. Plastic fork
  4. Bottle cap
  5. Disposable coffee cup
  6. Corrugated cardboard
  7. Butter tub
  8. Plastic bag
  9. Aluminum foil
  10. Used paper napkin
  11. Peach pit
  12. Windex bottle
  13. Glass jar
  14. Magazine
  15. Old t-shirt
  16. Yard debris
  17. Pizza box
  18. Post-it note
  19. Solo cup
  20. Paint
  21. Tea bag
- Due to the last minute nature of the presentation, I used paper signs and wrote the materials on slips of paper. Real bins of each type and real samples of materials could also be used.
- Team member must run to table, pick a slip of paper, place it in the right ‘bin,’ and run back to tag next team member. The game continues until all materials have been sorted.
- After, talk through each placement and correct/explain it, keeping track of each team’s points.
- Winning team gets pens.
5 min – Solid Waste Background

*Municipal Solid Waste*

- In 2009, Americans produced about 250 million tons of municipal solid waste, or about 4.4 pounds per person per day.

Okay, so a lot of waste is produced. What are the different ways to handle it?

- **Landfill**: engineered area where waste is placed into the land, usually with liner systems and other safeguards to prevent groundwater pollution.
  - South Side landfill is the only Subtitle D, Municipal Solid Waste (MSW) landfill in Indianapolis, at 2561 Kentucky Ave.

- **Transfer station**: MSW is unloaded from collection vehicles and briefly held while it is reloaded onto larger, long-distance transport vehicles for shipment to landfills or other treatment/disposal facilities.
  - Marion County Citizens' Transfer Station is located at 2324 S. Belmont Ave.

- **Waste-to-energy**: conversion of non-recyclable waste materials into usable heat, electricity, or fuel.
  - This less common method is used at Covanta Energy's Energy-from-Waste facility at 2320 South Harding Street.

- **Composting**: collecting organic waste, such as food scraps and yard trimmings, and storing it under conditions designed to help it break down naturally. This resulting compost can then be used as a natural fertilizer. This is being done at large scale facilities in Canada and some places in California. (We’ll come back to this).

- **Recycling**: recovery of useful material from the trash to make new products, reducing the amount of new raw materials needed.
  - There are 717 drop-off locations and 16 recycling facilities within 15 miles of the Indiana State Fairgrounds!

---

7 min – Recycling 101

**Why should we recycle?**

- Saves natural resources
- Prevents air and water pollution
- Saves energy
- Provides raw materials for industry
- Creates jobs
  - A 2011 study found that increasing the national recycling rate from 35% to 75% by 2030 would create nearly 2.3 million jobs!
- Keeps habitats intact
- Saves landfill space

**What does the chasing arrows symbol represent?**
1. Collect Recyclables
2. Process & Manufacture the Material
3. Buy Recycled Products
- If any of the loops don’t work, the cycle shuts down!

**Commingled/single stream vs. source separated**
- Fair bins are single stream – all recyclable materials can be collected together

**How do all these materials get separated and processed?**
- Processed at Material Recovery Facility
- Your commingled recyclables are separated out using some mechanical and some human methods. Imagine a big pile of recyclables placed onto a long conveyor belt.
- The first conveyor belt is sticky and on an incline. *What would happen to a newspaper on this conveyor belt?* It would stick to it and continue to climb up the hill. *What would happen to a round object on this conveyor belt like a steel or aluminum can or a plastic or glass bottle?* These items would roll backward. Thus we have separated out our paper material from our containers.
- *What would be a mechanical way to separate out a steel can?* A magnet. *Will a magnet attract an aluminum can?* No. So the recycling industry has created another high-tech component to separate out an aluminum can. It’s called an Eddy Current. It’s like a magnet, but instead of being attracted to it, it repels the aluminum away.
- Imagine you have a colored shampoo bottle and a clear water bottle going down the conveyor belt at the MRF. *How could those two things be separated out mechanically? What is different about them?* One is colored and one is clear. The MRF shoots light from a powerful laser through the plastic. If the light goes through the plastic, like it would with a water bottle, a puff of air pushes the bottle off the conveyor belt.
- At the end of their route, all commodities have been thoroughly separated and are prepared for sale to manufacturers.
- Now they can be turned into products for purchase: plastic bottles, fleece jackets, paper tissue, plastic hangers, bicycles, and more. *What are other products you purchase that are made from recycled materials?*

**7 min – Recycling Ambassadors**
- I’ve been working at the recycling booth and seeing kids know more about recycling than their parents.
- We are the first generation to really grow up with recycling, so we have to make sure that it becomes the norm!
- It can be tricky to help someone recycle without insulting or annoying them. Let’s practice!
- Find a partner. One person plays themselves: Indiana State Fair Youth Leader and avid recycler. The other can create their own role: little kid that doesn’t know what recycling is, business owner that doesn’t care about anything but profits, crotchety old lady trying to throw out a bottle the way she always has. You’re not trying to tell them everything you know about recycling – you’re just trying to get them to recycle whatever is in their hand, remember to do it next time, and understand why it’s important. You’ll get about two minutes, and then you’ll switch roles.
- Afterwards: anyone want to share their pitch?
- Who’s brave (and wants a great prize) and dares to challenge me? I’ll be a trash-goer, and you have to get me to recycle. *Give them a t-shirt.*

**3 min – Composting**
- You all learned how to compost at the dinner last night, so we won’t spend too much time on what materials are compostable. Let’s review how compost works.

**What are the five elements needed for compost?**
1. Compostable materials: food scraps, yard trimmings, etc.
2. Light
3. Air
4. Water
5. Microorganisms

Do organic materials degrade in a landfill?
• No – landfills are designed to make an environment like a tomb – no light, no air, no water (so no microorganisms). That’s why it’s so important to compost and keep those nutrients in use!

Any other recycling questions I can try to answer?
Q. Is it true that anything with the chasing arrows on it means it’s recyclable in my community?
   B. Most likely not. The recycling symbol is a reminder to recycle, not a promise that the material is recyclable. It’s important to ask your community recycling coordinator what is acceptable in your town.

Q. Should I leave the caps on or take them off of my water bottle before putting it in the recycling bin?
   A. Leave them on. Historically, MRF’s didn’t want them as they could be an occupational hazard. But now many newer MRF’s have machines to puncture bottles prior to compaction so the air is taken out of a bottle, removing the occupational hazard. The lids are often a #5 polypropylene and currently have a good global market demand.

Q. Does the material in a landfill degrade?
   A. Somewhat, but not really. The organic material within a landfill will degrade and generate methane, a greenhouse gas which in some landfills can be captured and used as a green energy source. However, light, air and water are needed for organic material to degrade fully. Landfill operators attempt to remove these things, essentially creating a tomb-like structure. It’s very hard for a non-organic product like metal or plastic to degrade in a landfill.

Q. How clean do items need to be before being recycled?
   A. Empty, but not clean. No need to remove labels, staples, stickers, etc.

Congrats, you are now a recycling and composting expert! As a youth leader, you can apply this knowledge at the fair, at homes, and in your communities. I hope you learned something and had fun!

Hand out “Ask Me About Recycling” pins.

RESULTS

Students seemed engaged throughout the entire presentation. Many of them had heard of or worked with KAB’s affiliates in Indiana, and therefore appreciated Keep America Beautiful’s connection with the fair. They were also excited to capitalize on knowledge from previous days of the leadership conference in this session; for example, they knew about recycling paint from their work with Habitat for Humanity, and had a background on composting from cooking at Barto’s.

On average, each team received approximately 9 points in the recycling relay game, meaning that each group only sorted one or two materials incorrectly. A frequent misconception was that bottle caps must be removed before recycling, indicating that the newer policy to leave bottle caps on has not been well publicized. Another common mistake was that cloth (old t-shirt) was recyclable. Overall, the game demonstrated that the students entered the presentation well-versed in what is and isn’t recyclable in their community.

When reviewing the municipal solid waste background, students were familiar with most of the options for waste disposal except for composting facilities and transfer stations. They were more also aware of incineration (though often not familiar with the term ‘waste-to-energy’), as this is what happens to most of Indianapolis’ waste. All students who ventured guesses for what the chasing arrows symbol represents provided the most common answer: reduce, reuse, recycle. When I explained the three step loop of recycling that the symbol actually represents, they were interested to discuss the range of products that can be made from recyclable materials. The students had never heard of a Materials Recovery Facility, and were engaged in discovering how the machine separates commodities.
The Recycling Ambassadors activity was a good outlet for students to connect their leadership skills with their new recycling knowledge. Many had fun with the role play, and all practiced appealing to different people using the various reasons of why recycling is beneficial, which we had previously discussed.

In most of the presentations, I had time to quickly review composting. The students had hands-on experience with this the day before, so I chose to focus on what is necessary for materials to decompose in a compost pile, rather than which materials are compostable. Students were able to correctly guess the necessary elements and follow through to the conclusion that organic materials cannot properly decompose in landfills.

Most students did not ask questions at the end, but were excited to receive pins that identified them as recycling experts. They seemed to enjoy the presentation and activities; students left with factual knowledge about recycling, as well as further developed skills to share it.

**ANALYSIS AND RECOMMENDATIONS:**

Allotting KAB staff time to this presentation fit in well with the main goal of the grant and State Fair recycling plan: to increase recycling at fairs by improving upon the current knowledge base. Sharing practical recycling knowledge with youth leaders – who will likely return to the fairs for years to come – creates a foundation for normalizing recycling that will make bin placement at the fair all the more successful.

This presentation can be adapted for use next year, perhaps to be given by someone from the Indiana Recycling Coalition or another local expert. During the 2014 fair, the Indiana State Fairgrounds will be continuing the recycling program without immediate assistance from Keep America Beautiful; therefore, the fair should capitalize on the ISFYLC as a resource for energized, knowledgeable recyclers who can assist with the program while enhancing their leadership skills. This recycling presentation should be made on the first or second day of their conference, so that the students can get accustomed to recycling correctly at all of their program activities. This way, on the day of or before opening day of the fair, students can spend a few hours providing some of the manpower that KAB will not be present to provide. Students can decal bins, check them for contamination, and interact with fairgoers around recycling bins. With the recycling theme presented to them early on in their week, the students will take on a useful and necessary role of recycling ambassadors at the Indiana State Fair. This will prepare them to be recycling leaders in their communities, benefitting the fairgrounds and its surrounding Indianan communities, during the fair and well beyond.
Indiana State Fair Launches Major Recycling Campaign

Indiana State Fair Commission Teams Up with Keep America Beautiful and Alcoa Foundation to Build Recycling Initiative

Indianapolis, IN (Aug. 2, 2013) – When the 2013 Indiana State Fair opens on Aug. 2, fairgoers and vendors will be introduced to a brand new recycling initiative. The Indiana State Fair Commission has partnered with Keep America Beautiful (KAB) and Alcoa Foundation to increase waste reduction, recycling and composting through the strategic placement of recycling bins across the 250-acre fairgrounds. The Indiana Recycling Coalition is also providing an accompanying educational booth, designed to raise awareness about the environmental and economic impact of recycling throughout Indiana.

“We are incredibly fortunate to be working with Keep America Beautiful and Alcoa Foundation to bring the best practices in recycling to the best state fair in the U.S.,” said David Shaw, chief operating officer, Indiana State Fair. “The vast knowledge and support that these partners bring will help us make tremendous strides in keeping Indiana beautiful.”

The Indiana State Fair is one of three fairs in the U.S. selected to receive a $20,000 grant from Alcoa Foundation to fund additional recycling bins, technical and communications tools, support and training, and the identification of cost-effective practices, all managed by national nonprofit KAB.

The initiative in Indiana will include the placement of nearly 60 new, well-marked recycling bins and new instructional wraps for 25 existing bins located throughout public spaces on the fairgrounds. There will be more than 300 green plastic bins provided to the 150 participating vendors, as well as 20 new wheeled bins to move vendor materials. Recycling questions of all kinds will be answered at an education booth in the Expo Hall, which will be staffed by the Indiana Recycling Coalition. A team of recycling ambassadors will rove the fairgrounds to provide support and guidance to fairgoers and vendors as needed, and ensure that the recyclables are put in the proper receptacles.

“Our team is very excited to be sharing our expertise with the highly-celebrated Indiana State Fair,” said Kelley Dennings, senior director of recycling, KAB. “Events of this size and nature can generate enormous amounts of waste. This enhanced focus on recycling will ensure a significant decrease in that waste. We also anticipate that the awareness generated at the Fair will ensure long-term recycling habits in the hundreds of thousands of people who attend.”

“We’re proud to partner with Keep America Beautiful and support sustainability efforts at the Indiana State Fair,” said Tricia Napor, Principal Manager Environmental Partnerships, Alcoa Foundation. “The Fair is an exceptional venue to influence recycling behaviors for people of all ages. We expect to educate and motivate nearly 900,000 fairgoers, demonstrating that recycling is a viable component of public events that can be incorporated into other similar events across the country.”
The 2013 Indiana State Fair will run from Aug. 2 through Aug. 18, providing entertainment and an opportunity to promote recycling awareness among nearly 900,000 visitors. Well over a dozen tons of cardboard and metal will be generated. Metal – particularly that in aluminum cans – is especially desirable as a recyclable material, as it can be recycled an infinite number of times. It takes only a fraction of the energy to make aluminum products from recycled materials than when starting from raw materials. As the world’s leading producer of primary and fabricated aluminum, Alcoa and Keep America Beautiful partnered in 2012 on this unique Clinton Global Initiative to improve recycling and waste reduction at state and county fairs.

About the Indiana State Fair
The Indiana State Fair is the state’s largest multi-day event celebrating Hoosiers’ spirit and agricultural heritage. Nationally recognized for offering great entertainment, showcasing youth, interactive agriculture education programs, premiere facilities and a variety of unique, fun foods, the Indiana State Fair has been an annual tradition for generations of Hoosiers since 1852. The 2013 fair boasts “Fun at Every Turn” and is celebrating the “Year of Popcorn” presented by Weaver Popcorn Company. For more information, please visit www.indianastatefair.com.

About Keep America Beautiful
Keep America Beautiful is the nation’s leading nonprofit that brings people together to build and sustain vibrant communities. With a network of more than 1,200 affiliate and participating organizations including state recycling organizations, we work with millions of volunteers to take action in their communities. Keep America Beautiful offers solutions that create clean, beautiful public places, reduce waste and increase recycling, generate positive impact on local economies and inspire generations of environmental stewards. Through our programs and public-private partnerships, we engage individuals to take greater responsibility for improving their community’s environment. For more information, visit kab.org and follow @kabtweet on Twitter.

About Alcoa Foundation
Alcoa Foundation is one of the largest corporate foundations in the U.S., with assets of approximately $460 million. Founded 60 years ago, Alcoa Foundation has invested more than $570 million since 1952. In 2012, Alcoa Foundation contributed more than $21 million to nonprofit organizations throughout the world, building innovative partnerships to improve the environment and educate tomorrow’s leaders for careers in manufacturing and engineering. The work of Alcoa Foundation is further enhanced by Alcoa’s thousands of employee volunteers who share their talents and time to make a difference in the communities where Alcoa operates. Through the Company’s signature Month of Service program, in 2012, a record 60 percent of Alcoa employees took part in more than 1,050 events across 24 countries, benefiting more than 450,000 people and 2,050 nonprofit organizations. For more information, visit alcoafoundation.com and follow @AlcoaFoundation on Twitter.

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