

Olney Days Request for Partnership  
**Waste Management for Olney Days 2024**

**Issue to Address**

Olney Days Party in the Park will be held in Olney Manor Park on Saturday, April 27, 2024 which expects approximately 8000 people. To reduce our carbon footprint, we are striving to be a zero waste event in which waste is either recycled or composted. This means the waste stream needs to be sorted before it is "thrown away."

**Olney Civic Fund's Vision**

Olney Civic Fund (OCF) envisions that an organization from the Olney area with ample volunteers and adult leadership will respond. On the day of the event, the organization will have the leadership structure and sufficient youth and adults to execute supervision of waste management with no additional support from OCF. Before Olney Days weekend, an OCF representative will walk the site with the organization's leadership to review the supplies, location of waste collection sites, and discussion of how to sort the waste stream.

**Requirements**

Olney Civic Fund will provide 8 recycling, waste, and compost containers to be placed throughout the event space. The group will provide at least 2 volunteers per waste collection site (minimum 16 people) to accept waste from the public and sort into the correct containers. Waste at this event is primarily from food and beverage so most of it is compostable. The group will also move full containers to a designated storage site at the event. One of the waste collection sites needs to be mobile and move throughout the event picking up waste left by event attendees. Event is 3:00 - 8:00 pm and the group should plan to stay until all waste is picked up and moved to the storage sites (this can take an additional 2 hours depending on number of volunteers). Party in the Park is a rain or shine event. The minimum requirement is 20 volunteers of which there are at least 4 adults.

In addition, the organization will provide at least 4 people, including at least 2 adults, for inspection on Sunday, April 28 at 8:00 am. If there are any areas that need additional cleanup the organization will perform the cleanup at that time.

**Donation**

A donation of \$1,500 will be made from Olney Civic Fund to the recipient organization for your participation in this event.

**Questions**

OCF will answer questions about this Request for Partnership through [OlneyDays@OlneyCivicFund.org](mailto:OlneyDays@OlneyCivicFund.org) or call Barbara Falcigno at 301-332-4554.

**Application**

Return attached application form by December 30, 2023 to [OlneyDays@OlneyCivicFund.org](mailto:OlneyDays@OlneyCivicFund.org) or by mail to Olney Civic Fund, PO Box 661, Olney, MD 20830. A decision will be made by the end of January 2024.

## Application to Manage Waste at Olney Days Party in the Park 2024

Name of Organization:

Mission of Organization and its impact on the greater Olney Community:

Name of contact person:

Email of contact person:

Cell phone number of contact person:

Is the organization a 501c3 non-profit (this is not required)?

Number of adult volunteers in the organization:

Number of youth volunteers in the organization:

How will your organization assure that you will have sufficient participation during Olney Days weekend?

Attach a list of the names of volunteers who will work the event on April 27, 2024.

Describe events this organization has done in the past that have mobilized your membership. We want to understand how this organization has been able to successfully complete tasks overseeing a large number of volunteers and people.

The criteria to evaluate the proposals will first look at ability to successfully fulfill the requirements and then mission of organization and its impact in/or around Olney. Return application form by December 30, 2023 to [OlneyDays@OlneyCivicFund.org](mailto:OlneyDays@OlneyCivicFund.org) or by mail to Olney Civic Fund, PO Box 661, Olney, MD 20830. A decision will be made by the end of January 2024.