

Co-sponsorship Agreement for the 2019 Resource Recycling Market Development Workshop
Event Date: August 26, 2019

U.S. Environmental Protection Agency (EPA)
National Recycling Coalition (NRC)

Through this co-sponsorship agreement, the U.S. Environmental Protection Agency and the National Recycling Coalition agree to co-sponsor the 2019 Resource Recycling Market Development Workshop (<http://rrconference.com/schedule>) on August 26, 2019 from 3:30pm-5:30pm in New Orleans, LA according to the terms expressed below:

1. Background

EPA intends to partner with the National Recycling Coalition (NRC) and other organizations to hold a series of events that support market development of recyclable materials in coordination with EPA's America Recycles efforts, which were launched on November 15, 2018, by EPA Administrator Andrew Wheeler. This specific co-sponsorship agreement covers the "Resource Recycling Markets Workshop" August 26, 2019, event taking place at the Resource Recycling Conference in New Orleans, LA.

National Recycling Coalition: NRC is a non-profit organization focused on promoting and enhancing recycling in the United States. The organization works to maintain a prosperous and productive recycling system that is committed to the conservation of natural resources, as well as accelerate sustainable approaches to the management of discarded materials. NRC has over 6,000 members and extensive knowledge within their network. NRC has already hosted a series of regional workshops in 2018 and 2019 focused on local and regional recycling market development. Presentations and conversations from these workshops helped participants reimagine and reanimate their efforts to attract and develop new opportunities for recycled commodities.

U.S. Environmental Protection Agency (EPA): EPA has national expertise in recycling markets and is an unbiased voice that specializes in bringing stakeholders to the table from across the value chain. EPA provides national guidance and connects local and state governments who strive to implement policies that are economical and environmentally preferable.

This event is specifically important to EPA interests as it addresses an Office of Resource Conservation and Recovery priority area, strengthening the recycling market in the United States. The NRC event specifically addresses one of four focus areas under the national America Recycles efforts, developing markets for recycled materials. The EPA and NRC have a shared mission to advance recycling in the United States and by working together can have a bigger impact on the shared mission than working separately. This event also supports and advances one of four key critical action areas (market development) that were agreed upon by participants who signed the America Recycles Pledge in November 2018 (<https://www.epa.gov/recycle/forms/america-recycles-pledge>).

Resource Recycling Conference is a national trade show that attracts industry experts from across the United States. By leveraging the stakeholder knowledge that will already be in attendance, the *Resource Recycling Market Development Workshop* will attract experts from multiple industries and raise awareness about the need to strengthen recycled materials markets.

2. Responsibilities for Developing the Event

NRC will develop and organize the event with input from their members. NRC also will be responsible for logistics, including location, developing the agenda and contacting speakers.

EPA will provide input into the planning by participating in NRC's weekly calls and providing input on the event agenda, development and implementation of the event. EPA will participate in the event, sharing technical advice and expertise. EPA will disseminate information about EPA's participation in this event through its established networks, including social media. EPA will allow NRC to use the EPA logo for promotional purposes.

3. Registration Fees and Other Charges

Neither NRC nor EPA is charging a separate fee for this workshop. Educational, transcript or recording materials of the event will not be sold.

4. Independently Sponsored Portions of Event

Should NRC solicit independent sponsorships for networking event(s) or reception(s), NRC agrees that only money raised through their sponsorships specifically solicited for these purposes will be used to finance such events. EPA resources, including staff, will not be used to develop, promote or otherwise support this portion of the event, although official announcements and brochures may contain factual references to the schedule of the entire event, including portions sponsored solely by NRC. There is no reception directly associated with this workshop. The August 26, 2019 NRC / SERDC Fundraiser Welcome Reception which will take place later that same evening at a different venue is a separate event being conducted in conjunction with the Resource Recycling Conference and is outside the scope of this co-sponsorship agreement and EPA is not associated with the event.

5. Fundraising

NRC will make clear, in any solicitation for funds to cover its share of the workshop costs, that NRC and not EPA, is asking for the funds. EPA does not engage in or encourage any private fundraising. NRC will not imply that EPA endorses any fundraising activities in connection with the events. NRC will make clear to donors that any gift will go solely toward defraying the expenses of NRC and not EPA's.

6. Promotional Activity

NRC will not use the event involving EPA nor its affiliation with EPA primarily as a vehicle to sell or promote products or services. NRC will take reasonable steps to ensure that any incidental promotional activity does not imply that EPA endorses any products or services. EPA does not endorse any commercial product, service or enterprise. NRC will make reasonable efforts, subject to EPA review, to segregate any incidental promotional activity from the main activities of the events.

7. Event(s) Publicity and Endorsements

(a) NRC will not use the name of EPA or any of its components, except in factual publicity for the specific event, to imply any endorsement of its activities or events. Factual publicity includes dates, times, locations, purposes, agendas, fees, and speakers involved with the event. Such factual publicity shall not imply that the involvement of EPA in the event serves as an endorsement of the general policies, activities, or products of NRC; all publicity should be accompanied by a disclaimer to the effect that no endorsement by EPA is intended or implied.

(b) The EPA logo will be used on the announcement of the workshop, which will include the date, time, location, purpose, agenda, and speakers. NRC's logo will also be used on promotional and workshop

materials and will be displayed at least as prominently as the EPA logo. Only the EPA logo provided by EPA's Office of Public Affairs will be used on workshop materials. EPA will provide the official logo graphic once the co-sponsorship agreement is signed and approved.

(c) NRC will provide EPA a copy of all announcements and other publicity materials on which it intends to use the EPA name or logo prior to using the EPA name or logo.

8. Records

Records concerning the event shall account fully and accurately for the financial commitments, contractual obligations, and expenditures of EPA and NRC. Such records shall reflect, at a minimum, the amounts, sources, and uses of all funds.

9. Public Availability

This co-sponsorship agreement, as well as the financial records described in paragraph 8, shall be publicly available.

10. Printing

No printing under this agreement can be accomplished by EPA itself, or as a form of in-kind assistance, unless procured through the Environmental Protection Agency Headquarters Document Production Team. If the item is being printed by a co-sponsor with its own funds, or with EPA financial assistance, then a statement must be added to the document that states "Printing provided by NRC", where the name of the appropriate person and/or organization is supplied to complete the sentence (i.e., "Printing provided by XYZ printing"). This statement will make it clear that the EPA did not print this document in case issues regarding things such as multi-color printing and/or recycled content in the paper later arise. The Environmental Protection Agency's position regarding printing is that the recycled paper specifications be met for all printed documents, regardless of who is providing the printing services.

11. Co-Sponsorship Guidance

EPA and NRC will abide by the October 1996 "Guidance on Co-Sponsoring Conferences" contained in EPA Ethics Advisory 96-15. EPA Ethics Advisory is attached separately for reference.

12. Conference Web Sites.

Conference participants can register to attend the conference through a web site maintained by Resource Recycling (<http://rrconference.com/attendee-registration>), not NRC. Attendance at the NRC workshop is free with conference registration. NRC agrees to coordinate with Resource Recycling to ensure their registration web site maintains a security plan and a privacy protection policy and ensures that the site contains features that will allow people with disabilities to register for the conference. EPA's policy and procedures on providing web site accessibility to people with disabilities are available at: <http://www.epa.gov/accessibility>. The web site must include a prominent statement, if applicable, that information contained on the site was obtained from EPA and, if appropriate, from other sources, and also state that NRC and EPA recommend that the viewer examine information in its original context, if possible. NRC agrees to include links or other directions to assist viewers in locating the original context.

13. Costs

All activities undertaken by EPA under this co-sponsorship agreement are subject to the availability of appropriations. Each party to this co-sponsorship agreement will bear its own costs, unless EPA and the NRC has entered into a separate transaction such as a grant, cooperative agreement or contract. This co-sponsorship does not alter any authorities, policies and procedures applicable to the separate

transaction. NRC agrees not to submit a claim for compensation to EPA for services performed in connection with this co-sponsorship agreement except to the extent that the costs are allowable under a separate transaction.

14. Term

This agreement covers only the 2019 Resource Recycling Market Development Workshop. Any agreement for the EPA and NRC to collaborate on future workshops or other events shall be separately negotiated.

We agree to these terms and provisions:

For the U.S. Environmental Protection Agency

Signature	Date
Cheryl Coleman, Division Director	
Resource Conservation and Sustainability Division	
Environmental Protection Agency	

For the National Recycling Coalition

Signature	Date
David F. Keeling, NRC Board President	