

Florida Organics Recycling Center for Excellence – FORCE

Year Two Operating Plan

The Florida Organics Recycling Center for Excellence (FORCE) represents a cooperative effort involving the Florida Department of Environmental Protection (FDEP), Sumter County, and the University of Florida's Institute of Food and Agricultural Sciences (UF/IFAS). Organics represents a highly recyclable portion of the state's waste stream. The need for environmentally sound, economically feasible methods, and practical and applicable solutions for recycling and utilizing organics, and agricultural wastes will be addressed through this project. Sumter and UF/IFAS will cooperate in numerous organics research projects, and the partnership will offer an ideal combination of practical experience, research capability, and public education resources.

The following outline represents the PROPOSED tasks for Year Two and the contributions by the program partners listed in the attached project budget.

1. Design

1.1. Engineering, planning, construction and inspection

1.1.1. Finalize outstanding issues

1.2. Plan certification and permitting

1.2.1. Meet or correspond with the DEP regarding any modifications

1.2.2. Draft and finalize necessary DEP documents

2. Construction

2.1. Office space/trailer

2.1.1. Occupy and utilize trailer

2.2. Demonstration farm site preparation

2.2.1. Continue site preparations for farm

2.2.2. Utilize farm plots

2.3. Installation of digester

2.3.1. Operate digester

2.3.2. Monitor digester

2.3.3. Maintain digester

2.4. Laboratory

2.4.1. Complete furnishing laboratory

2.4.2. Occupy laboratory

2.4.3. Utilize laboratory for analysis

2.5. Irrigation system

- 2.5.1. Continue ongoing review of irrigation system needs
- 2.5.2. Continue preparation for installing irrigation system
- 2.5.3. Install and utilize irrigation system
- 2.5.4. Make any necessary improvements to the irrigation system
- 2.5.5. Maintain irrigation system

3. Operation

3.1. Process technology procurement and testing

- 3.1.1. Identify additional appropriate technology
- 3.1.2. Purchase equipment for technology testing
- 3.1.3. Test technology

3.2. Feedstock procurement and processing

- 3.2.1. Continue to identify potential feedstock
- 3.2.2. Continue to identify feedstock sources
- 3.2.3. Determine processing requirements
- 3.2.4. Initiate processing as appropriate

3.3. Administrative costs, supplies, and travel

- 3.3.1. Travel to and from site
- 3.3.2. Purchase appropriate administrative supplies
- 3.3.3. Attend industry conferences

4. Market Development, Education, and Training

4.1. Educational analysis, outreach and website

- 4.1.1. Continue to identify composting education sources and outlets in the state
- 4.1.2. Plan types of education material
- 4.1.3. Ongoing development and marketing of education material
- 4.1.4. Provide bibliography for and continue maintenance of FORCE Website and update appropriately
- 4.1.5. Organize and conduct field days

4.2. Technical Advisory Group (TAG)

- 4.2.1. Conduct TAG meeting(s)
- 4.2.2. Notify TAG of FORCE activities as appropriate
- 4.2.3. Distribute appropriate project documents

4.3. Market Development

- 4.3.1. Identify market opportunities with TAG Industry Representatives
- 4.3.2. Target specific marketing opportunities
- 4.3.3. Partner with industry organizations (e.g. RFT, SWANA) to develop markets

4.4. Conferences and meetings

- 4.4.1. Present the FORCE project at conference(s)
- 4.4.2. Participate in organizational association meetings to promote FORCE
- 4.4.3. Provide leadership for SE Composting Conference

4.5. Demonstration farm operations

- 4.5.1. Identify appropriate demonstrations
- 4.5.2. Select organic products to employ
- 4.5.3. Install demonstrations

5. Evaluation, Monitoring and Testing

5.1. SAC protocol development

- 5.1.1. Convene SAC meetings
- 5.1.2. Develop SAC meeting protocol

5.2. Feedstock and products testing

- 5.2.1. Develop a bioassay procedure and sampling protocol for products requiring further analysis
- 5.2.2. Implement research protocol
- 5.2.3. Install first level demonstrations of product utilization

5.3. Environmental monitoring

- 5.3.1. Develop monitoring protocol prescribed by SAC
- 5.3.2. Implement monitoring protocol

6. Project Management

6.1. Personnel

- 6.1.1. Continue Post Doctoral Research Associate
- 6.1.2. Recruit Multi-County Extension Agent and Agricultural Technician
- 6.1.3. Hire Personnel
- 6.1.4. Initiate project tasks

6.2. Administration Fees

- 6.2.1. Indirect Costs

6.3. Annual work plans and budgets

- 6.3.1. Prepare quarterly reports, appropriate forms, and reimbursement requests
- 6.3.2. Develop annual workplans and review budgets
- 6.3.3. Prepare Annual Reports

6.4. Project coordination and administration

- 6.4.1. Coordinate and manage project meetings, deliverables and project tasks
- 6.4.2. Facilitate project meetings and project communication
- 6.4.3. Prepare and distribute all necessary project documents