

Waste Diversion Program Outline

Date: _____

To: [Recipient Name]

From: [Your Name]

Subject: Outline of the Waste Diversion Program

Introduction

Overview of the need for waste diversion and its benefits.

Goals and Objectives

- Reduce landfill waste by [percentage]
- Increase recycling rates by [percentage]
- Educate the community on waste management practices

Program Components

1. Recycling Initiatives
2. Composting Programs
3. Community Education and Outreach

Implementation Timeline

Outline of the key phases and milestones over [time period].

Budget and Resources

Estimated costs and required resources for the program.

Conclusion

Summary of the expected impact and next steps.

Contact Information

[Your Name]

[Your Position]

[Your Contact Information]