



Massachusetts Department of Environmental Protection  
Reduce, Reuse, Repair Micro-Grant  
**Grant Guidelines – Updated February 2026**

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## Overview

The [Reduce, Reuse, Repair Micro-Grants](#) are awarded by the Municipal Waste Reduction Branch of the Massachusetts Department of Environmental Protection (MassDEP). The Municipal Waste Reduction Branch provides grants and technical assistance to further the state’s solid waste reduction goals as outlined in the [2030 Solid Waste Master Plan](#).

Reduce, Reuse, Repair Micro-Grants provide from \$3,000 (minimum) to \$10,000 (maximum) to eligible businesses, non-profits, regional authorities, municipalities, and schools/colleges for short-term waste reduction projects (defined as projects lasting up to one year).

**Projects must focus on reducing waste in Massachusetts by extending the life of products through donation, sharing, rescue, reuse and/or repair.**

Goals of this grant program:

- Increase access, interest, and participation in reuse and repair.

- Build sustainable infrastructure that supports widespread adoption of reuse and repair in Massachusetts.
- Encourage innovation through testing or expanding new approaches, systems, or technologies that help achieve the first two goals.

This grant is **not** for recycling and composting projects.

## Glossary of Terms

Here are definitions of key terms and concepts for the purposes of this grant program.

**“Deconstruction”** means the careful dismantling of a structure to maximize the salvage of materials for reuse over recycling, energy recovery, or sending them to a landfill or incinerator.

**“Disadvantaged Communities”** are communities that fall within one of three Affordability Tiers using a calculation based on the State’s “Adjusted Per Capita Income” (Per Capita Income \* Employment Rate \* Population Change (2020/2010) = APCI). The State’s Adjusted Per Capita Income for the purposes of this grant is \$59,997.31, from 2025, the most recent year of available data.

- Tier 1: Communities with APCI more than 80% but less than 100% of the State’s APCI.
- Tier 2: Communities with APCI more than 60% but less than 80% of the State’s APCI.
- Tier 3: Communities with APCI less than 60% of the State’s APCI.

Visit MassDEP’s website for [a list of Disadvantaged Communities](#) and [more information about the designation](#).

**“Operating Expenses”** are ongoing expenses incurred from the normal day-to-day running of an organization. These costs include rent, equipment, inventory, marketing, payroll, insurance, and funds allocated for research and development.

**“Repair”** returns a faulty or broken item back to a usable state to fulfill its intended use.

**“Repurpose”** is to use or convert for use in another format or product.

**“Rescue”** is the collection and redistribution of items that would otherwise go to waste. Most often it is used to describe the redistribution of edible food (**“Food Rescue”**).

**“Reuse”** is the repeated use of a product for its intended purpose.

**“Reusable”** means a durable product or packaging designed to be used many times instead of thrown in the trash, recycled, or composted after short-term use.

“**Waste reduction**” and “**reduce**” mean reducing waste from the start by replacing disposable items with durable alternatives, using and purchasing less, reuse and/or redistribution of items in working condition, and repairing items to keep them in use longer.

## Eligible Applicants

- An **organization or business** (for-profit or non-profit) properly licensed to do business in Massachusetts.
- A **regional entity**, such as a solid waste management district, solid waste/recycling cooperative or regional planning authority, that is recognized as a governmental body under Mass General Laws.
- An individual **Massachusetts city or town**, or one acting as the lead for a multi-town regional initiative.
- Pre-K-12 **schools, colleges and universities**, both public and private.

## Grant Award Amount

Individual Micro-Grants have a **minimum award value of \$3,000** and a **maximum value of \$10,000**, with a total available budget of up to \$200,000. MassDEP reserves the right to award more or less than the full budget available for this program.

**Grant funding will be distributed on a reimbursement basis.** Payments will be made either in one lump sum upon completion of the project and submission of an approved final report and invoice OR in two payments. The decision to allow two payments will be considered on a case-by-case basis during the grant evaluation process. If receiving two payments, the first payment would be distributed early in the project as a reimbursement of eligible expenses agreed upon in the Grant Scope of Work. The balance of funds would be distributed upon completion of the project and submission of an approved final report and invoice.

## Use of Grant Funds

**Eligible Expenses:** Grant funds must be used for costs associated with implementing the proposed project such as:

- Equipment/tools/software.
- Event promotion/marketing (must be specific to the new project).
- Event space rental fees.
- Employment of temporary workers for a specified and finite period (i.e., consultants, contractors, paid interns, and specialists).

**Eligible projects include but are not limited to:**

- Develop or expand programs that **collect and redistribute and/or resell** reusable clothing, footwear, electronics, furniture, and other household goods.
- Implement **reusable transport packaging systems** that eliminate or replace limited-life packaging used in manufacturing, transportation and/or distribution. Examples include the replacement of cardboard boxes with reusable crates, switching to reusable pallet wraps instead of plastic film, and replacing pallets with stackable crates.
- **Convert from single-use to reusable food service ware** at schools, food service businesses, or institutional cafeterias (e.g., dishwasher installation, third-party dishwashing services, and/or reusable dishware). **Note:** Conversion means an update to an existing single-use system. Grant-funded reusables must replace single-use items.
- **Install bulk dispensing systems** in school, commercial, retail and/or hospitality settings for food, beverages, personal care products (i.e., soap, shampoo, lotion), or cleaning products. Projects must replace single-use packaging.
- Develop or expand programs that repair used furniture, appliances, electronics, and other durable goods for **resale or redistribution**. May include a training program.
- Creation or expansion of **food donation collection, storage, and distribution** programs.
- Develop and host **trainings on deconstruction techniques** targeting the construction industry, tech/carpentry schools, or individuals engaged in building and renovation work.
- Pilot a **deconstruction project** involving one or more buildings (municipal or private). Funds may be used to contract a deconstruction practitioner to guide the project.
- Promote **recovery and resale of used building materials** in remodel, renovation, and new construction projects.
- Purchase **inventory technology or other software** to increase capacity to reuse and repair items. Examples include inventory management systems, online marketplace platform development, and reporting systems.

**Ineligible Expenses:** Grant funds may not be used for operating expenses or costs associated with existing programs and services. Other examples of ineligible expenses include:

- Awards, gifts, incentives, or promotional swag.

- Art installations, art projects, fashion shows, and exhibitions.
- Wages or compensation for existing employees.

Any funds spent before full execution of the Standard Contract are not eligible for reimbursement.

### **Ineligible projects include but are not limited to:**

- Recycling projects.
- Composting projects.
- Repurposing projects.
- Ocean and/or land clean-up projects.
- Building renovations that do not promote deconstruction or building material reuse.
- Distribution of “reusable” cups, bags, bottles, etc. that are not part of a tracked return/reuse system.
- Purchase of reusable ware that does not replace single-use items.
- Swap shops/sheds.
- Activities that are not tied to waste reduction.

### **Evaluation Criteria**

To be considered for a grant award, applicants must submit a completed application and all supporting materials by the deadline.

**Eligible projects will reduce or eliminate waste by extending the life of products through donation, sharing, rescue, reuse and/or repair.** Competitive applications will demonstrate innovation, wide impact, project sustainability after initial grant funding, and the potential to be replicated in other areas.

**Evaluation Criteria Components:** The review committee will evaluate and score grant applications from eligible entities based on the following criteria:

- **Project Justification/Need (5 points):** How well does the applicant explain their need for the grant and how their project will be a solution to a problem directly related to the goals of this grant program? Past grant award status and performance will be considered.
- **Project Innovation (5 points):** How well does the applicant articulate how their project will make changes to something established, especially by introducing new methods, ideas, or products that enable reuse and repair?

- **Project Replicability (5 points):** Could this project be easily scaled or replicated to increase reuse and repair throughout Massachusetts?
- **Project Feasibility/Workplan (5 points):** Does the applicant demonstrate a well-conceived approach to accomplishing the project within a realistic timeline? Are project roles clearly identified? Are necessary partnerships already made?
- **Sustainability (5 points):** How clearly has the applicant described how this project will be sustained after initial funding?
- **Project Measurement/Evaluation (5 points):** How well has the applicant explained how they will evaluate the success of the project? Have they provided quantifiable indicators of success?
- **Impact (10 points):** Is the project regional? How many people will benefit from it? Does this project reach an area of the state that doesn't have access to other reuse/repair programs? How much waste is this program preventing? Will it build new partnerships or networks between organizations?
- **Benefit to Disadvantaged Communities (5 points):** Will the project directly benefit Disadvantaged Communities? If so, which community(ies) and how?

MassDEP is committed to supporting Disadvantaged Communities through its public investments and will prioritize projects that directly benefit communities with this designation. See the [Glossary of Terms](#) for more information on which communities have this designation and how it's determined.

- **Project Budget (5 points):** How well does the applicant estimate and describe project costs within the application? Are the requested grant funds eligible expenses? Does the proposed budget illustrate an understanding of the resources needed to carry out the project? Has the applicant demonstrated availability of matching funds (in-kind and/or monetary)?
  - **Note:** A match is preferred but not required.
  - **For municipal applicants:** MassDEP will consider the amount of unspent Recycling Dividend Program funds a municipality has available.

## Grant Instructions, Timeline, and Expectations

- **The 2026 application deadline is May 15, 5:00 p.m. ET.**
  - MassDEP will post a link to the online application on the [Reduce, Reuse, Repair Micro-Grant webpage](#) four to six weeks prior to the application deadline.

- Once the application opens, all questions must be submitted in writing to Leah Kelleher at [leah.kelleher@mass.gov](mailto:leah.kelleher@mass.gov) by the deadline posted on the Micro-Grant webpage. Answers will be posted approximately two weeks before the application deadline.
- All applicants must submit their application via the form linked on the Micro-Grant webpage by 5:00 p.m. ET on May 15, 2026. Applications received after the deadline will not be reviewed. MassDEP reserves the right to reject any and all proposals or request additional information, if needed.
- Build approximately **six months from the application deadline** into your project timeline to account for the time needed for MassDEP's evaluation, award, and contracting process.
- Applicants whose projects are selected for funding will sign a contract that includes a Grant Scope of Work developed in collaboration with MassDEP, that outlines grant expectations, requirements, and timeline.
- Project funds must not be expended prior to receipt of a fully executed Standard Contract. Any costs incurred prior to full contract execution will not be reimbursed.
- Approved projects must be completed **within one year** of receiving the fully executed Standard Contract.
- A **final report** summarizing the project, results, and lessons learned must be submitted on or before the date agreed upon in the Grant Scope of Work. MassDEP reserves the right to request additional materials, information, or other documentary evidence demonstrating completion of work and/or compliance with program requirements. MassDEP also reserves the right to withhold funding until receipt of satisfactory materials, information, or other documentary evidence demonstrating completion of work and/or compliance with program requirements.
- **Awarded funds will be distributed as a reimbursement** upon submission of an invoice with receipts for approved expenses, or other proof of purchase, as outlined in the Grant Scope of Work. MassDEP may also require pictures of purchased equipment. The timeline for invoice submission will be outlined in the Grant Scope of Work. Invoices submitted after the grant expiration date will not be reimbursed.

## Additional Required Documentation

If selected for a Micro-Grant award, applicants will be required to sign and submit the following forms to complete the contracting process. **These forms must be submitted within two months of receiving an award letter.** A representative from the BAW Fiscal Unit will contact awardees with instructions on submitting the forms as part of the contracting process.

- Commonwealth Standard Contract Form
- Contractor Authorized Signatory Listing Form
- Electronic Funds Transfer (EFT) Form
- Form W-9