
Recycling Market Development Workgroup



October 16, 2025

10 AM – 12PM

Agenda

- Welcome
 - Workgroup Recap and Solid Waste Master Plan
 - RMD Action Plan Status Updates
 - Presentations
 - Massachusetts Office of Business Development – Business Front Door
 - MA Division of Apprentice Standards – Registered Apprenticeship Programs
 - BDC Capital – administers the Recycling Loan Fund
 - Next Steps & Concluding Remarks
-

Workgroup Recap

2030 Solid Waste Master Plan

Goal

- Foster in-state market development for reusable, recyclable and compostable materials.
- *Target materials:* Food material, furniture and other bulky materials, glass, textiles.
Also increase ability of recycling facilities and systems to sort materials to enable higher value market outlets.

Strategies

- Work with stakeholders to develop a comprehensive market development plan:
 - Plan should support activities across multiple levels of the waste management hierarchy, including reuse, recycling, composting, processing, and other diversion options.
 - Identify materials that are the best candidates for in-state market development.
-

Workgroup Recap

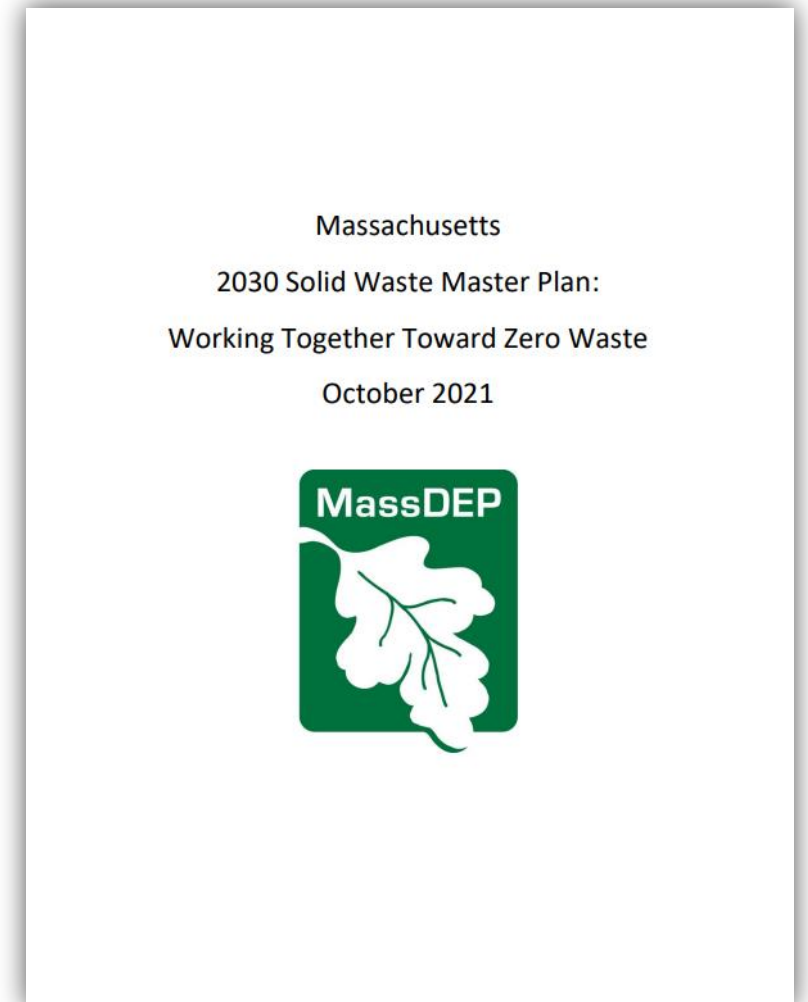
- Meetings 1 & 2 – January and February 2022
 - Existing MA market development programs, regional and national landscape
 - Meetings 3-6 – April through December 2022
 - Specific topics including:
 - Business support and economic development strategies / Demand-side strategies
 - Education, outreach, networking and information sharing / Research and development
 - Breakout groups: Packaging, organics, bulky materials and textiles, emerging markets
 - Meeting 7 – June 2023
 - Introduced draft Recycling Market Development Action Plan
 - Meeting 8 – September 2024
 - Resources for businesses
 - Meeting 9 – March 2025
 - RMD Action Plan Update and Waste Reduction Innovation Grant
-

Solid Waste Master Plan 2025 Review



Solid Waste Master Plan

- Establishes MassDEP's overarching solid waste policy framework
- 2030 Solid Waste Master Plan
 - Finalized in 2021
 - Intended to run through 2030
 - Big picture framework
 - Supported by multiple Action Plans
 - Action Plans updated as needed



2025 Program Review

- MassDEP committed to “prepare a mid-course program & policy assessment by 2025”
 - Update action plans, including Recycling Market Development
 - Consider optimal use of MassDEP staffing and funding
 - Complete by end of calendar year 2025
-

Progress to Date - Overall

- Goal to reduce disposal by 30 percent (1.7 million tons) by 2030
 - From 5.7 to 4.0 million tons
 - However total disposal increased 9 percent (500K tons) through 2023
 - Driven by economic growth – 32% increase in State GDP in Mass.
 - Continued post-pandemic waste generation shifts
-

Recycling Market Development

**Recycling Market Development
Action Plan**



Massachusetts Department of Environmental Protection
Bureau of Air and Waste

February 2024

- Published first Action Plan in February 2024
- Continued to grow RBDG grants
- Developed guidance for recycling businesses in MA
- Launched Waste Reduction Innovations Grant in Spring 2025

Business Support and Economic Development Strategies

Action Item	Status	Timeframe	Notes
Recycling & Reuse Business Development Grants and Recycling Loan Fund	Currently Implementing	Short Term	Ongoing - Limited to capital equipment
Innovation Grant	Launched April 2025	Medium Term	Provide funding for investments such as startups etc.
Connect Recycling Businesses to Webinars/Workshops	Initiated in Year 1 and Continued in Year 2	Short Term	Focused on resources offered by MA and regional agencies
Recycling Business Guidance Document	Completed in Year 1 and Updated in Year 2	Short Term	Includes grants, loans, and permit requirements. Updated May 2025. Plan to continue updating annually.
Connect recycling businesses with financial and TA offered through State and Regional Economic Development Orgs	Initiated in Year 1 and Continued in Year 2	Short Term	Funnel businesses to economic development centers etc.

Business Support and Economic Development Strategies (cont.)

Action Item	Status	Timeframe	Notes
Emphasize program outreach and marketing to minority-owned businesses and businesses near EJ populations etc.	Currently Implementing	Short Term	On-going - Partner with the Supplier Diversity Office and business orgs etc.
Connect recycling businesses to MassHire Career Centers etc.	Initiated in Year 1 and Continued in Year 2	Short Term	Current need for skilled equipment maintenance and drivers
Continue to deliver messages through RecycleSmart MA etc.	Currently Implementing	Short term	Ongoing - Expand growth of partner orgs for high contamination generator sectors
Connect with Reduce & Reuse Action Plan	Currently Implementing	Short term	Ongoing - Currently supported through RBDG reuse grants and Reuse Micro Grants
Continue to monitor recycling market development programs in other states	Currently Implementing	Long Term	Ongoing - Including conferences, webinars, and participation in regional forums like NERC

Build Demand for Recycled Products Strategies

Action Item	Status	Timeframe	Notes
Engage other state agencies on purchasing recycled products	Currently Implementing	Short Term	Ongoing
Use the RecycleSmart MA program as an outreach channel	Future Program Commitment	Medium Term	Increasing purchase of recycled content products will help support recycling businesses
Hold workshops to provide guidance to businesses on opportunities to purchase recycled content products	Future Program Commitment	Medium Term	Develop improved web page and resources for Business Buy Recycled initiatives
Initiate conversations with recycling processors and manufacturers about barriers	Currently Implementing	Medium Term	Ongoing examples: Industry associations, Sustainable Purchasing Leadership Council
Provide funding for pilot projects utilizing recycled materials	Future Program Commitment	Medium Term	Focus on state agencies and municipalities, work with OSD and DCAMM

Build Demand for Recycled Products Strategies (cont.)

Action Item	Status	Timeframe	Notes
Engage the state legislature in potential strategies to build demand	Future Program Commitment	Long Term	Include Joint Committees
Connect with MassDEP's Deconstruction Workgroup to build demand for used building materials	Currently Implementing	Short Term	Ongoing - Support building reuse infrastructure
Continue meetings of the Recycling Market Development Workgroup	Currently Implementing	Short Term	Ongoing
Explore Regional Partnerships	Currently Implementing	Short Term	Ongoing

Research and Development Strategies

Action Item	Status	Timeframe	Notes
Discuss potential partnership with Massachusetts Technology Collaborative	Future Program Commitment	Medium Term	Began discussions - implement initiative in medium term
Utilize Massachusetts' college and university system to kickstart R&D	Initiated Year 1 and Continued in Year 2	Medium Term	Related to Innovation Grant etc. Focus: how to increase efficiency, economic viability
Work with OSD etc. to pilot and test performance of recycled content products	Future Program Commitment	Medium Term	Focus on products new to marketplace

Research and Development Strategies (cont.)

Action Item	Status	Timeframe	Notes
Testing new recycled content products/applications/ technologies	Starting Year 2	Short Term	Could also fund assistance through state higher education system or other contracted service providers
Support business incubator programs through Innovation Grants	Starting Year 2-3	Short/Medium Term	Leverage other funding and investment opportunities, such as foundation funding
Connect/target research and development projects with other MassDEP action plans	Initiated in Year 1	Short Term	Currently Assessing Plan Connections

Waste Reduction Innovation Grant

To support new technology that expands recycling and reuse infrastructure in Massachusetts

- Application closed on July 15, 2025 and received applications are currently in review
- Please refer to the webpage to learn more:
 - <https://www.mass.gov/how-to/waste-reduction-innovation-grant>



Estimated Grant Timeline	
MassDEP reviews applications received	August – November 2025
Award finalists announced (pending agreement on grant scope and contract)	By December 2025
Grant contracts finalized and signed	By March 2026
Awarded projects begin	By April 2026



Commonwealth of Massachusetts
Executive Office of
Economic Development



BUSINESS FRONT DOOR OVERVIEW

START, GROW, THRIVE IN MASSACHUSETTS





Massachusetts: Where Innovation Meets Opportunity

Massachusetts is home to an innovative, mission-driven, high-growth economy. Let us help you build your business.

Start, Grow and Thrive in Massachusetts

In Massachusetts, we solve the big problems facing our world. We're home to the brightest minds curing diseases, fighting climate change, applying AI for good, and educating young talent. And we do this while being the best place to live and raise a family, embracing diversity, celebrating personal freedoms, and valuing safety for all.

See what's possible in Massachusetts.



US NEWS 2025

[Top Business Environment →](#)



WALLETHUB 2025

[#1 Best State to Live →](#)



WALLETHUB 2025

[#1 Most Educated State →](#)

Start & Build Your Business

Find the tools and information to help your business succeed. Whether you're starting, growing, or scaling your business, we are here to assist you every step of the way.

Can't find what you need? [Sign up](#) for the Business Front Door, where we can offer personalized support and point you in the right direction!

TABLE OF CONTENTS

- ▼ Start a Business in Massachusetts
- ▼ Workforce, Internships & Training
- ▼ Business Insurance
- ▼ Facilities & Sites
- ▼ Utilities & Infrastructure

Funding & Resources

Whether you're starting, growing, or scaling your business, we are here to assist you every step of the way. Learn about the tools and information available through the state to help your business succeed.

[Sign up](#) for the Business Front Door to get personalized support.

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- ▼ Guidance & General Advising
- ▼ Working Capital, Bonds & Loans
- ▼ Job Incentives
- ▼ Workforce, Internships & Training
- ▼ Research & Commercialization
- ▼ Exporting Goods
- ▼ Equipment
- ▼ Finding a Site or Building
- ▼ Acquiring, Constructing & Renovating a Facility
- ▼ Climate Upgrades



EOED

Executive Office of
Economic Development



MOBD

Massachusetts Office of
Business Development



MASSACHUSETTS
CLEAN ENERGY
CENTER®



MassEcon
Location is everything.



MassDevelopment



Massachusetts
LIFE SCIENCES CENTER



MASSACHUSETTS
TECHNOLOGY
COLLABORATIVE

MASS  VENTURES



MOITI

Massachusetts Office of
International Trade & Investment

MASS *talent*

COMMONWEALTH
 **CORPORATION**

Massachusetts Small Business
Development Center
Network



MSBDC

Start & Build Your Business

Business Front Door

Funding & Resources

Explore Top Rankings

Business Front Door

Massachusetts is here to support you every step of the way as your business grows. Through the Business Front Door, we can connect you to the latest and most relevant resources available for businesses looking to start, grow, or relocate to Massachusetts.



Enter the
Business Front
Door →



MASSACHUSETTS WELCOMES YOU!

Team MA is excited to connect you with the latest and most relevant resources available for businesses. We are here to support you through every step of your business journey. At the Business Front Door, we can help start, scale or grow your business in Massachusetts.

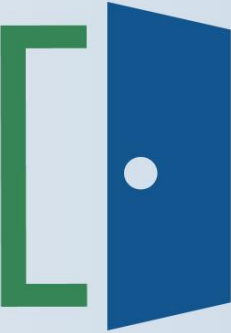
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An official website of the Commonwealth of Massachusetts [Here's how you know](#) ▼

Massachusetts Business Front Door

Unlock personalized resources and guidance that your business needs to thrive in Massachusetts.

[Sign Up](#) [Learn More](#)



Step inside to see how we can help

Here are a few things you can do with Business Front Door:



Get one-on-one support from a business Navigator



Explore our wide range of available resources



Review tailored recommendations in your business dashboard



Receive timely answers to all your business assistance questions

Take advantage of all our resources

Your dashboard makes it easy to stay organized.

NEW

Based on your business goals: [RES001234](#)

Submit a Request for Advising at Mass Small Business Development Center (MSBDC)

Mass Small business Development Center

The Massachusetts SBD advising, training, and a entrepreneurs on how t

[Sign Up](#)

RECOMMENDED

IN REVIEW

Based on your business goals: [RES001234](#)

Apply to MOBD Economic Development Program (EDIP)

Mass Office of Business Development

This program offers incentives for businesses relocating to or undertaking projects in Massachusetts that create new jobs and private development.

[Apply Now](#)

We're excited to help your business

Unlock personalized resources and guidance that your business needs to thrive in Massachusetts.

[Sign Up](#)

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Businesses in the Business Front Door receive a **personal Team MA Navigator**, a dedicated single point of contact to address business needs.

The screenshot shows the MA Business Front Door interface for a user named 'Perfect Pizza LLC'. The top navigation bar includes links for 'My Dashboard', 'Business Front Door Overview', and 'Business Resources'. Below this, a sub-navigation bar shows 'Dashboard', 'Profile & Users', 'Documents', and 'Applications'. The main content area is titled 'Get the Guidance You Need' and features two primary action cards: 'Explore our resources' and 'Ask us a question'. A yellow circle highlights the 'Your Navigator' contact card, which lists the contact information for Dianne Smith, the Greater Boston region director. The card includes her name, title, phone number (800-341-0904), and email address (massgov@email.com).

MA | Business Front Door

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An official website of the Commonwealth of Massachusetts [Here's how you know](#)

← **Perfect Pizza LLC**

[Dashboard](#) [Profile & Users](#) [Documents](#) [Applications](#)

Get the Guidance You Need



Explore our resources ⓘ

Answer a few questions and we'll point you in the right direction.

[Tell Us What You Need](#)



Ask us a question ⓘ

We'll get back to you as soon as possible.

[Contact Us](#)

Your Contacts

Your Navigator ⓘ

Name Dianne Smith

Title Greater Boston region director

Phone [800-341-0904](tel:800-341-0904)

Email massgov@email.com

Get the Guidance You Need



Recommended resources may include financial tools and programs, business advising, and key information.

Explore our resources ⓘ

Answer a few questions and we'll point you in the right direction.

[Tell Us What You Need](#)



Ask us questions about business registration, licenses & permits, taxes, or other business-related inquiries.

Ask us a question ⓘ

We'll get back to you as soon as possible.

[Contact Us](#)

Add Resources to Your Dashboard

PRIORITY

Apply to MOBD Economic Development Incentive Program (EDIP)

This program offers incentives for businesses relocating to or undertaking projects in Massachusetts that create new jobs and private development.

PRIORITY

Work with MassEcon, Submit a Site & Facility S

MassEcon is the site location serv

Are you interested in this resource?

Yes

No

I'm not sure

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Explore Resources

ACTION NEEDED

Based on your business goals:

challenge

Conduct an embodied Carbon Challenge for new construction and major renovation projects in Massachusetts.

Apply Now

PRIORITYIN REVIEW

Based on your business goals: RES001234

MassDevelopment

Emerging Technology Fund

The Agency lends money to growing companies in emerging industries with a unique technology or service that require access to capital, specifically venture debt.

See Details

PRIORITYAWARD DECISION

Based on your business goals: RES001234

Apply to Vacant Storefronts Program

MOBD

Congratulations! You can now access your award decision in your business documents.

View Document

Archived Resources

Your Contacts

Your Navigator

NameDianne Smith

TitleGreater Boston region director

Phone800-341-0904

Emailmassgov@email.com

MassEcon

NameSam Malone

TitleSenior grant portfolio analyst

Phone800-341-0904

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MOBD

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Emailmassgov@email.com

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Applications Center

Business Front Door Applications

The following Team MA applications are available through the Business Front Door. If you have questions on which application is the most appropriate for your business, please contact your navigator for guidance.

Economic Development Incentive Program (EDIP) Application

This program is designed to foster the creation of quality full time jobs in every corner of the Commonwealth by responsibly awarding attractive tax credits to businesses committed to [starting and expanding in Massachusetts](#).

Apply Now

General Business Programs

The following programs are offered by Team MA organizations helping businesses start and scale in the Commonwealth of Massachusetts.

Financing and Loan Programs

MassDevelopment offers loans, guarantees, and bonds to help businesses of all sizes fund capital projects and equipment upgrades - with specialized programs for emerging tech, energy improvements, export financing, and more.

View Details

Workforce Training Fund - Express Program

Commonwealth Corporation provides small Massachusetts businesses with fast, simple access to grant-funded training, with up to 50-100% reimbursement of approved, off-the-shelf courses to quickly upskill their workforce.

View Application

In your **Applications Center**, browse business programs across Team MA agencies and launch applications from the site.

Industry Programs

The following programs are offered by Team MA organizations dedicated to supporting these sectors grow in the Commonwealth of Massachusetts.

2030 Fund

MassCEC's 2030 Fund invests \$500K on average in early-stage climate-tech startups and offers \$100K-\$1.5M in venture debt to help MA-based companies scale, de-risk tech, and attract private capital.

View Details

AmplifyMass

MassCEC provides up to \$300K to help researchers and companies meet cost-share needs for federal or non-federal prime awards or up to \$100k for academic projects that aim to commercialize or de-risk climate innovations.

View Application

Clean Energy Internship Program for Employers

MassCEC funds paid internships for students and graduates at clean energy companies across MA, helping build a diverse, skilled workforce for the growing climate and decarbonization economy.

View Application

Commonwealth Cares for Children (C3) Grants

The MA Department of Early Education and Care provides monthly grants to support early education and care providers' day-to-day operational and workforce costs.

View Application

Digital Health Sandbox Challenge Program

The Digital Health Sandbox Challenge from MassTech's Mass eHealth Institute (MeHI) accelerates startups tackling key health care issues in MA, such as advancing health equity, women's health, or healthy aging.

View Details

Digital Health Sandbox Rolling Grant Program

MassTech Collaborative's Mass eHealth Institute (MeHI) offers up to \$25K grants to MA digital health startups to subsidize sandbox testing fees, supporting product validation and development via R&D facilities statewide.

View Application

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Designated
**Point of
Contact**

A tailored list
of business
opportunities

Pathway to
**ask questions
and flag
issues**

**More easily
contact**
Team MA

**See all
available
business
resources**

**Streamlined
page** about
doing business
in MA

Check us out at mass.gov/BFD!



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**Recycling Market Development
Workgroup**

**Tap into Talent
to Build Your Team**

Registered Apprenticeship *The Value Proposition*



**MASSACHUSETTS DIVISION OF
APPRENTICE STANDARDS**

This project is partially funded by the United States Department of Labor. Additional information can be furnished upon request. Please visit mass.gov/das



Dennis X. Collins

Apprenticeship Lead

Dennis.X.Collins@mass.gov

617-626-6962



Registered Apprenticeship Structure



United States Department of Labor



Executive Office of Labor & Workforce Development



Division of Apprentices Standards

DAS Registered Apprenticeship Lifecycle

Promotion & Registration *Apprenticeship Liaisons*

Online Training:
Introduction to
Registered Apprenticeship Sponsorship



Program Administration *Operations*

Online Training:
Using the Online Portal

Grant Funding *Grants Management*

Community of Practice Meetings

Monitoring & Compliance *Quality Assurance*

Online Training:
Sponsor Recordkeeping Requirements



*“Invest in an employer who invests in you...
that’s what apprenticeship offers.”*

~ BioTech Apprentice’s Advice to Jobseekers

Employer Pain Points

& how Registered Apprenticeship addresses them...



Building a diverse and highly skilled workforce pipeline



Improving team productivity and efficiency



Increasing staff loyalty and reducing turnover costs **Retention Rate ~ 90%+**

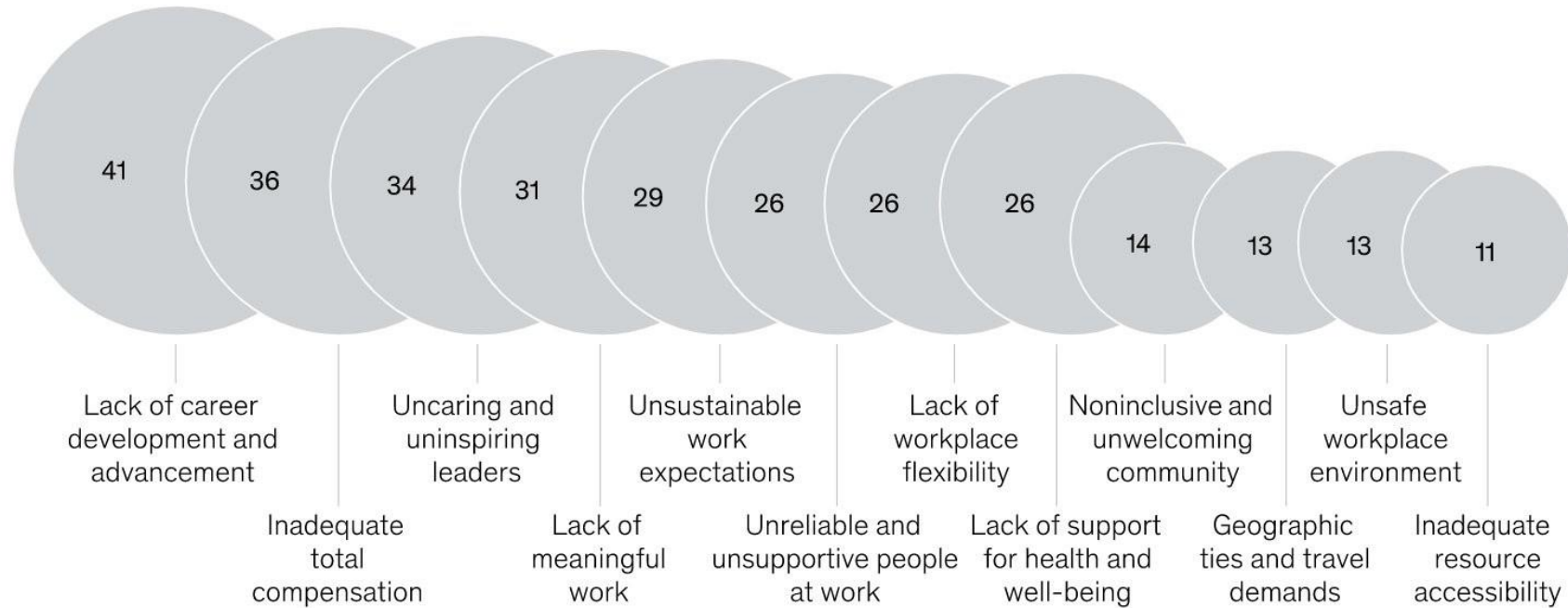


Financial incentives - potential tax credits and training funding opportunities **ROI ~ \$1.50**

Attract...Train...Retain

Top Reasons for Leaving an Employer

Top reasons for quitting previous job, Apr 2021–Apr 2022, %



Source: Subset of respondents from McKinsey's 2022 Great Attrition, Great Attraction 2.0 global survey (n = 13,382), including those currently employed and planning to leave (n = 4,939), those currently employed and planning to stay (n = 7,439), and those who quit their previous primary jobs between Apr 2021 and Apr 2022 (n = 1,154)

Who is an apprentice?

An apprentice is **a full-time W-2 employee** who attains skills through mentored on-the-job training and classroom instruction while earning established pay increases for competencies and skills met.



Internship / “apprenticeship” / Registered Apprenticeship

- ✓ **Internship** – short term without formal structure
- ✓ **“apprenticeship”** – typically longer than an internship with some structure
- ✓ **Registered Apprenticeship** – formal, mentored training that leads to a credential



A Wide Range of Industries

More than 1,000 occupations are approved for Registered Apprenticeship Programs by the **USDOL**



Healthcare



Cybersecurity



Biotechnology



Life Sciences



Construction



Energy



Hospitality



Financial
Services



Information
Technology



Advanced
Manufacturing



Critical
Supply Chain



Infrastructure



Telecommunications



Education

...there's a RAP for that.
Registered Apprenticeship Program

Key Components of Registered Apprenticeship



EARNING WHILE LEARNING



Employer engagement/involvement



Structured Mentored On-the-Job Training (OJT)
2,000 hour minimum



Related Technical Instruction (RTI)
150 hours per year

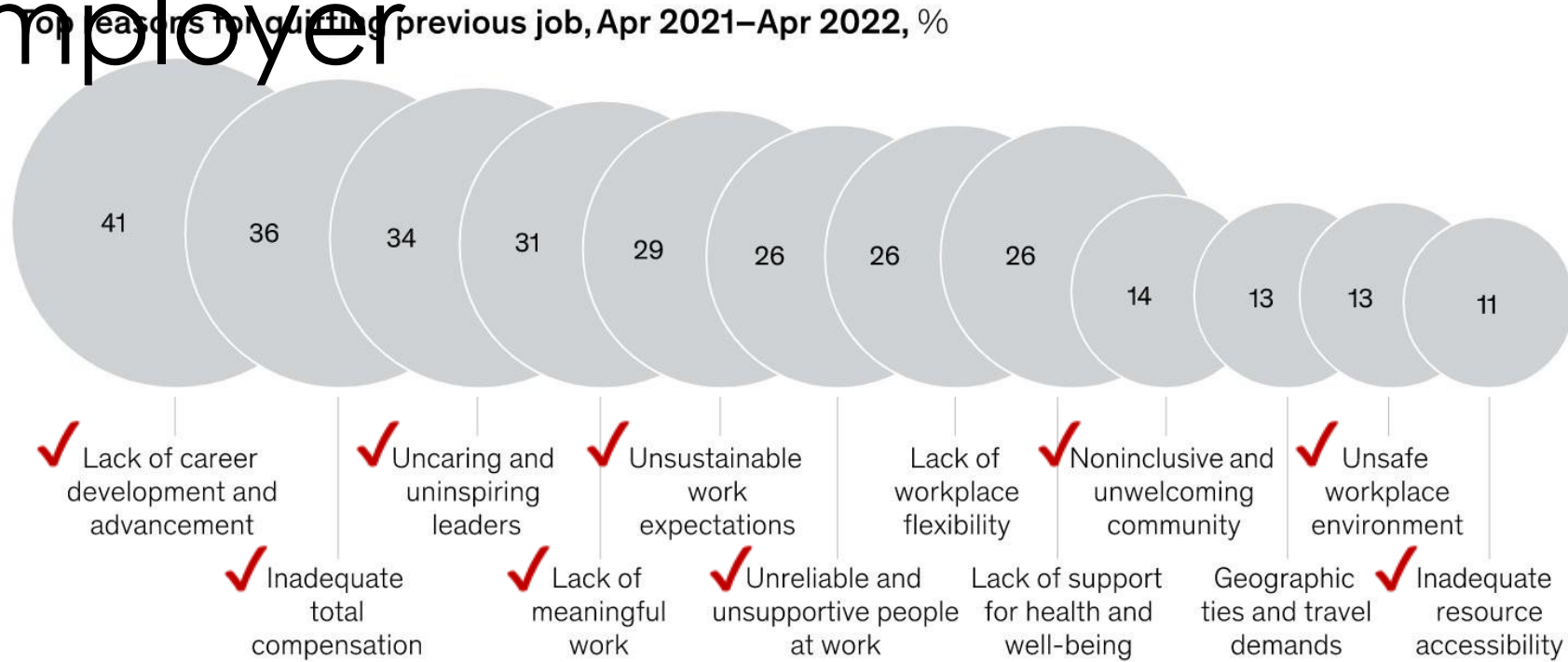


Progressive Wage Increases for Skills Gained



Industry Credential

Top Reasons for Leaving an Employer



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USDOL Standards – Work Process (OJT)

Recycling And Reclamation Worker O*NET 53-7062

Recycling and Reclamation Worker

Prepare and sort materials or products for recycling. Identify and remove hazardous substances. Dismantle components of products such as appliances.

ONET Title: Recycling and Reclamation Workers

ONET Code: 53-7062.04

Alternative Occupations Titles:

Bobcat Driver; Box Sorter; Convenience Recycle Center Technician (Convenience Recycle Center Tech); Deconstruction and Decontamination Waste Operations Specialist (D and D Waste Operations Specialist); Non-Ferrous Material Handler; Sort Line Worker; Sorter; Transfer Station Operator; Recycling And Reclamation Worker; Recycling And Reclamation Worker; Recycling And Reclamation Worker

★ Registered Occupation ⓘ

The occupation title(s) listed below have been vetted by industry and approved by the U.S. Department of Labor for use in a Registered Apprenticeship Program. In some instances, there may be more than one occupational title to select from based on specific employer foci and needs. Each title includes a set of occupational **Work Process Schedules (WPS)** that provide employers with an approved set of work activities and educational coursework to help you get started creating your program.

[Open all](#) [Close all](#)

+ Recycling And Reclamation Worker

Estimated Program Length: 1 Year (2,000 hours)

USDOL Standards – Work Process (OJT)

Recycling And Reclamation Worker O*NET 53-7062

Work Activities

Below you will find typical work activities and tasks associated with this occupation. Apprenticeship program sponsors may use these and/or other work activities tailored for their needs when building the On-the-Job Training component of their apprenticeship program.

[Open all](#) [Close all](#)

- + Sort recyclable materials
- + Decontaminate equipment or sites to remove hazardous or toxic substances
- + Load materials into production equipment
- + Clean work areas
- + Operate recycling equipment
- + Clean materials to prepare them for production
- + Operate forklifts or other loaders
- + Record operational or production data
- + Clean production equipment
- + Lubricate production equipment
- + Repair production equipment or tools
- + Operate grinding equipment



Office of Apprenticeship
U.S. Department of Labor

Work Process Schedule

Recycling And Reclamation Worker	
Job Description: Prepare and sort materials or products for recycling. Identify and remove hazardous substances. Dismantle components of products such as appliances.	
RAPIDS Code: 2057	O*NET Code: 53-7062.04
Estimated Program Length: 1 Year	

+ Suggested On-the-Job Learning Outline

Sort recyclable materials.	Approximate Hours
A. Sort materials, such as metals, glass, wood, paper or plastics, into appropriate containers for recycling.	
B. Sort metals to separate high-grade metals, such as copper, brass, and aluminum, for recycling.	
C. Collect and sort recyclable construction materials, such as concrete, drywall, plastics, or wood, into containers.	
D. Collect recyclable materials from curbside for delivery to designated facilities.	
Total Hours	

Decontaminate equipment or sites to remove hazardous or toxic substances.	Approximate Hours
A. Extract chemicals from discarded appliances, such as air conditioners or refrigerators, using specialized machinery, such as refrigerant recovery equipment.	
Total Hours	

Load materials into production equipment.	Approximate Hours
A. Deposit recoverable materials into chutes or place on conveyor belts.	

USDOL Standards – Work Process (OJT)

Recycling Coordinator O*NET 53-1042

Recycling Coordinator

Supervise curbside and drop-off recycling programs for municipal governments or private firms.

ONET Title: Recycling Coordinators

ONET Code: 53-1042.01

Alternative Occupations Titles:

Heavy Equipment Supervisor; Recycle Coordinator; Recycling Coordinator; Recycling Manager; Recycling Program Manager; Recycling Specialist; Route Supervisor; Solid Waste Division Supervisor; Waste Reduction Coordinator; Recycling Coordinator; Recycling Coordinator; Recycling Coordinator

★ **Registered Occupation** ⓘ

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[Open all](#) [Close all](#)

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Recycling Coordinator

Estimated Program Length: 2 Years (4,000 hours)

USDOL Standards – Work Process (OJT)

Recycling Coordinator O*NET 53-1042

Work Activities

Below you will find typical work activities and tasks associated with this occupation. Apprenticeship program sponsors may use these and/or other work activities tailored for their needs when building the On-the-Job Training component of their apprenticeship program.

[Open all](#) [Close all](#)

- + Direct material handling or moving activities
- + Direct passenger or freight transport activities
- + Record details of deliveries or shipments
- + Plan work operations
- + Inspect facilities to ensure compliance with safety, quality, or service standards
- + Negotiate contracts for transportation, distribution, or logistics services
- + Review customer information
- + Operate packing or other material processing equipment
- + Operate vehicles or material-moving equipment
- + Plan implementation or promotion of recycling programs
- + Schedule operational activities
- + Train transportation or material moving personnel
- + Develop program goals or plans
- + Investigate crimes committed within organizations
- + Explain regulations, policies, or procedures



Office of Apprenticeship
U.S. Department of Labor

Work Process Schedule



Recycling Coordinator	
Job Description: Supervise curbside and drop-off recycling programs for municipal governments or private firms.	
RAPIDS Code: 2056CB	O*NET Code: 53-1042.01
Estimated Program Length: 2 Years	
Apprenticeship Type: ☒ Competency-Based ☐ Time-Based ☐ Hybrid	

Suggested On-the-Job Learning Outline

Direct material handling or moving activities.		
Competencies	Date Completed	Initial
A. Oversee recycling pick-up or drop-off programs to ensure compliance with community ordinances.		
B. Supervise recycling technicians, community service workers, or other recycling operations employees or volunteers.		

Direct passenger or freight transport activities.		
Competencies	Date Completed	Initial
A. Assign truck drivers or recycling technicians to routes.		
B. Coordinate shipments of recycling materials with transportation or processing companies.		

Creating a Pathway

Registered Pre-Apprenticeship

Pre-Apprenticeship is a program or set of strategies that is designed to prepare individuals to enter and succeed in a Registered Apprenticeship Program (RAP), ideally leading to a Career Pathway.

- ✓ **Classroom instruction with job shadowing OJT.**
- ✓ **Interview opportunity at the end of the program for the tethered Registered Apprenticeship Program**
- ✓ **DAS Certificate of Completion**
- ✓ **Paid or unpaid**

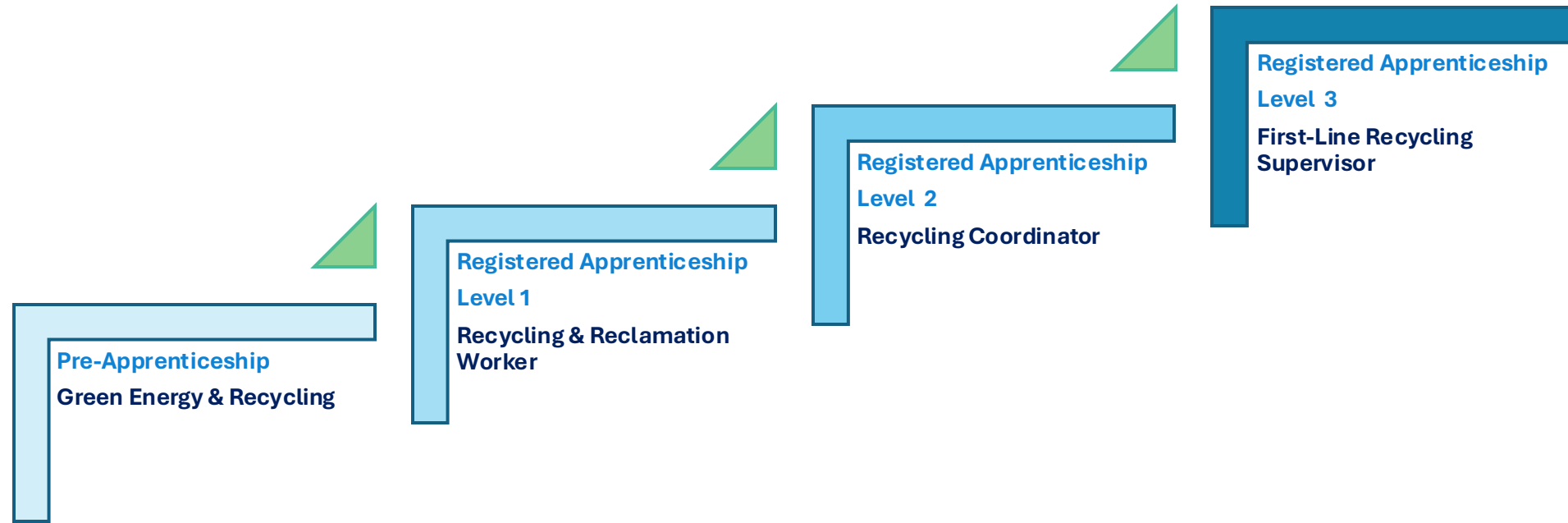
Registered Apprenticeship

Apprenticeship is an industry-driven, high-quality career pathway where employers can develop and prepare their future workforce, and individuals can build a career.

- ✓ **Full-time Paid W-2 Employee**
- ✓ **On-the-Job Training (OJT) – min of 2,000 hours with a mentor**
- ✓ **Related Technical Instruction (RTI) – 150 hrs/year**
- ✓ **Industry Credential**



Pathway to Success Example - Recycling



Creating mutually beneficial career pathways specific to the employer's needs as well as the employee's professional goals lead to greater success.

Program Outreach & Development...

The DAS Apprenticeship Liaison Team is prepared to support your outreach and program development efforts every step of the way.

Tap into talent. Build your team.
A trusted blueprint for a skilled workforce

MASSACHUSETTS DIVISION OF APPRENTICESHIP STANDARDS

SPONSOR APPLICATION CHECKLIST
Information & Required Documents

COMPANY PROFILE INFO

- ☐ Official Company Name and Federal Employer Identification Number (FEIN) (9-digit format XX-XXXXXXX)
- ☐ Type of Business Legal Entity: Corporation / Partnership / Sole Proprietorship
- ☐ D/R/A (if applicable)

CONTACTS

- ☐ Up to 4 contacts (must include Sponsor and Responsible Party)
- ☐ Grievances Contact Person (not required as a formal contact, but the person who an Apprentice would go to if needed)

JOURNEY LEVEL MENTOR INFORMATION

- ☐ Journey Level Mentor(s) - Name, Title, License Type (if applicable), Number and Expiration Date of each (if multiple)

Note: Number of available Journey Level Mentors must adhere to the Apprentices to Journey Level Mentor ratio of the trade

JOURNEY LEVEL WAGE (NOT the Apprentice's starting wage)

- ☐ Hourly Rate - the wage an Apprentice works toward and earns upon Apprenticeship completion.

APPRENTICESHIP PROGRAM

- ☐ RTI Provider - contact information and credentials info
- ☐ Internal RTI Form - if training provided in-house, please request from your assigned Apprenticeship Liaison
- ☐ RTI Curriculum - with breakdown of Hours Per Class from your RTI Provider (to be uploaded into ePLACE)

SAVE FILE AS: [Company/Org Name] RTI CURRICULUM [MO, YR]

- ☐ OJT Work Process with breakdown of hours per Job Function

Search APPRENTICESHIP.GOV Occupation Finder to download WP templates as a guide (to then be uploaded with application)

SAVE FILE AS: [Company/Org Name] WORK PROCESS [MO, YR]

- ☐ *Standards Builder Template this outlines your program needs and requirements. You can edit anything highlighted in yellow.

***You will receive this template when you receive a RAP template. SAVE FILE AS:** [Company/Org Name] WORK PROCESS [MO, YR]

REQUIRED BUSINESS DOCUMENTS for uploading into ePlace upon application submission - see screenshot examples at the bottom.

NOTE: the same legal company name must be reflected in all of the below **REQUIRED BUSINESS DOCUMENTS**

- ☐ Certificate of Liability Insurance - Workers Compensation Insurance Coverage

Source: Insurance Agent - Single page certificate showing effective dates- not the policy.

SAVE FILE AS: [Company/Org Name] WC COI [MO, YR]

- ☐ Department of Unemployment Assistance (DUA) Certificate of Compliance

Source: access your MA DUA Employer Online Account here [DUA Certificate of Compliance Request](#)

SAVE FILE AS: [Company/Org Name] DUA COC [MO, YR]

- ☐ Legal Structure/Business Entity Summary

Source:

- Corporations - search and download/print PDF file here [Secretary of State Articles of Incorporation Search](#)
- Partnership or Sole Proprietorship - request a Business Certificate from the City/Town Hall where your business is located

SAVE FILE AS: [Company/Org Name] BUSINESS ENTITY SUMMARY [MO, YR]

Workers' Compensation Liability Insurance
Certificate of Compliance from the
Department of Unemployment Assistance
Secretary of State Commonwealth Division
Corporation Business Entity Summary
City/Town Business Certificate
City/Town Business Certificate

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MASSACHUSETTS DIVISION OF APPRENTICESHIP STANDARDS

REGISTERED PRE-APPRENTICESHIP SPONSOR CHECKLIST

Identify

- ☐ Occupation
- ☐ Responsible Party - Point person contact who will oversee program management.
- ☐ Registered Apprenticeship Sponsor (RAP) partner (s) - established Registered Apprenticeship Sponsor (s) - you will need to provide the RAP Sponsor's profile ID (i.e. 2025-XXXXXX-SPON-PFL) at application.
- ☐ Related Technical Instruction (RTI) Provider organization.
- ☐ Related Technical Instruction (RTI) Provider RTI Instructor/Teacher

Required Documents (to be uploaded into Online Application)

- ☐ Memorandum of Understanding (MOU) between Pre-Apprenticeship Sponsor and Registered Apprenticeship Sponsor (samples attached). Includes the roles and responsibilities of each party.

SAVE FILE AS: [RAP Sponsor Name] / [RAP Sponsor Name] RAP MOU [MO, YR]

- ☐ RTI Curriculum - broken down by hours per course/section (typically drawn from RAP RTI Curriculum). **SAVE FILE AS:** [Company/Org Name] RAP RTI CURRICULUM [MO, YR]
- ☐ Internal RTI Form if the RTI Provider or Instructor is not currently approved through DAS - outlines the RTI provider's training credentials/qualifications/certifications. **SAVE FILE AS:** [Company/Org Name] RAPAP INTERNAL RTI FORM [MO, YR]

MASSACHUSETTS
Registered Apprenticeship



Through our “**Massachusetts Registered Apprenticeship**” LinkedIn page we promote registered apprenticeships by posting our activities and share information, including highlighting approved Employer Sponsor and Apprentice successes.

If you are on LinkedIn, we ask that you please [FOLLOW](#) our page [Massachusetts Registered Apprenticeship](#).



Thank you for your time!



Massachusetts Recycling Loan Fund

BDC Capital

Key Contacts:

Carol Brennan, Director, Recycling Loan Fund

Scott Brunini, Senior Risk Officer

BDC Capital Corporation

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Wakefield, MA 01880

Phone: 781-928-1100

Fax: 781-928-1101



October 2025

Massachusetts Recycling Loan Fund

BDC Capital

Let us recycle some money into your business!

- Has growth placed a strain on your working capital?
- Would longer terms on equipment financing help lessen monthly payments and preserve valuable operating cash?
- Are you in need of capital to expand?

Massachusetts Recycling Loan Fund

BDC Capital

- **For recycling-related companies or companies engaged in recycling activity**
- **Term loans from \$50,000 to \$500,000**
- **Funded by Mass. Dept. Env. Protection**
 - **For any business purpose**
 - **For Mass. companies engaged in keeping waste out of the Mass. landfills**
 - **Favorable interest rates; up to a 10-year term**



Massachusetts Recycling Loan Fund

BDC Capital

Reasons to apply for a RLF loan:

Low Cost, Fixed Rate Financing for...

Business Expansion or Acquisition

Equipment Purchases

Working Capital

- More flexible underwriting than conventional financing
- Longer terms
- Favorable interest rates to Banks

Massachusetts Recycling Loan Fund

BDC Capital

How to apply for a RLF loan:

- Call first to discuss your request!
- Provide financial documents
- Estimate the amount of materials to be diverted from landfills
 - Mass. DEP makes eligibility determination
 - BDC Capital makes credit decision
 - BDC Capital closes the loan and remains point of contact through life of the loan



BDC Capital

Other Financing Programs:

Asset-Based Working Capital Lines of Credit

Term Loans and Cash Flow Loans

Mezzanine Capital

SBA 504 Loans for Owner-Occupied Real Estate and Equipment

CDFI Loans: (Community Development Financial Institutions Fund)
\$5,000 to \$2 million; focus on Gateway Cities, Hispanic,
African American and Low-to-Moderate Income Areas



Massachusetts Recycling Loan Fund

BDC Capital

Questions??

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781-928-1100 x127

Additional information on our website:

<https://www.bdcnewengland.com/programs/massachusetts-recycling-loan-fund/>

