

# Approved Spending Categories for Recycling Dividends Program and Regional Small-Scale Initiatives Funds

**Effective July 1, 2025**

**New activities, edits, and other changes are conveyed in both yellow highlights and bold text.**

Recycling Dividends Program (RDP) and Regional Small-Scale Initiative grant funds must be spent on designated goods, services, and programs that support waste reduction and/or sustainable purchasing. Consult this Approved Spending List before spending funds to ensure your municipality is complying with the terms of the grant program. **Special spending requests will not be considered.** If you have questions, please reach out to your [Municipal Assistance Coordinator](#), **or contact [Micaela.Guglielmi@mass.gov](mailto:Micaela.Guglielmi@mass.gov)**.

Expense Category	Examples of Allowable Expenses
<b>Beyond the Bin / Waste Diversion</b>	<ul style="list-style-type: none"> <li>• Transportation, processing, and/or management costs for hard to recycle materials including <b>but not limited to</b> items listed in RDP’s <b>CHARM</b> category, plus organics/food materials and items directed to reuse outlets.</li> <li>• Equipment for collection/storage/recycling of above referenced materials.</li> </ul>
<b>Closing the Loop</b>	<ul style="list-style-type: none"> <li>• Purchase of post-consumer Reused/Refurbished or Recycled Content Products. MassDEP recommends purchasing through <a href="#">Environmentally Preferable Products (EPP) and Services Specification Guide</a> or from <a href="#">State Contracts</a>. Some examples are listed below:               <ul style="list-style-type: none"> <li>○ <a href="#">FAC122</a> Landscaping Products, Parks and Recreation Equipment, and Related Products</li> <li>○ <a href="#">GRO40</a> Foodservice Supplies and Equipment, Institutional Commercial Grade Large and Small</li> <li>○ <a href="#">OFF48</a> Print, Copy and Mail Services, and Printed Promotional Products</li> <li>○ <a href="#">OFF51</a> Art and Instructional School Supplies</li> <li>○ <a href="#">OFF52</a> Office, School, and Library Furniture</li> <li>○ <a href="#">OFF53</a> Office Supplies, Recycled Paper, and Envelopes</li> <li>○ <a href="#">VEH114</a> OEM and NON-OEM Motorized Vehicle Parts, Refined Motor Oil, Lubricants</li> </ul> </li> </ul> <p>Note: If NOT purchasing from a State Contract, the grantee must confirm recycled content, at a minimum.</p>
<b>Equipment</b>	<ul style="list-style-type: none"> <li>• Recycling carts and bins and organics collection carts with recycled content (<a href="#">FAC113</a>).</li> <li>• 35-gallon (or smaller) carts for residential trash collection, provided overflow trash has a per unit associated cost to residents (<a href="#">FAC113</a>).</li> <li>• Alternative containers for in-home recycling collection at multi-family buildings.</li> <li>• Rain barrels.</li> <li>• Equipment used for crushing glass containers into processed glass aggregate in conformance with MassDEP’s Beneficial Use Determination for glass.</li> <li>• Cement pads, ramps, other infrastructure, and related site work for recycling equipment and access.</li> <li>• Electric truck for curbside collection of recyclables and/or organics.</li> <li>• Purchase or rental of roll-off containers, compactors, and balers for recycling at municipal locations; refurbished equipment purchases allowed.</li> <li>• Repair of used and existing recycling and composting equipment.</li> <li>• Woodchipper or stump grinder purchase or rental to manage clean wood and yard waste.</li> </ul>

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<b>Model Programming</b>	<ul style="list-style-type: none"> <li>• Dedicated Enforcement Coordinator salary - up to 5 years.</li> <li>• New Recycling Coordinator position or Zero Waste Coordinator salary - up to 5 years.</li> <li>• Project-based temporary staffing for specific waste reduction projects.</li> <li>• Tablet for monitoring and enforcement of mandatory recycling and contamination reduction.</li> <li>• Expansion of municipal waste reduction programs to include households not traditionally served through municipal programs (e.g., public housing, mobile home parks, condos, large apartment complexes, transitional housing, etc.).</li> <li>• PAYT program costs including bags, educational materials, recycling stickers, and additional staff.</li> <li>• Consultants <b>or contractors</b> for local or regional initiatives that will increase diversion through recycling, composting, reuse, repair, and toxic/hazardous collection. Examples include recycling collection and processing bid development; Pay-As-You-Throw analysis; organics diversion program planning; recycling composition and contamination audits; and waste characterization studies. See Statewide Contract for Professional and Environmental Consulting Services <a href="#">PRF77</a>. Except for <u>combined</u> solid waste and recycling procurement assistance, funds may <u>not</u> be used for solid waste transfer or disposal facilities and/or programs.</li> </ul>
<b>Organics / Food Materials Diversion</b>	<ul style="list-style-type: none"> <li>• Backyard Compost bins (<a href="#">FAC113</a>).</li> <li>• Kitchen scrap buckets (<a href="#">FAC113</a>).</li> <li>• Compostable bag liners/biobags - must meet PFAS-free certification.</li> <li>• Commercial composting equipment including screener, windrow turner for use at municipal site.</li> <li>• Organics carts for curbside collection and/or drop-off programs (<a href="#">FAC113</a>).</li> <li>• Organics collection, transportation, and processing costs - up to 5 years.</li> <li>• Organics program development costs for new programs.</li> <li>• Costs associated with establishing a new <b>municipal</b> composting site and/or expanding an existing composting site to add food waste into the composting stream.</li> </ul>
<b>Other / Miscellaneous</b>	<ul style="list-style-type: none"> <li>• Recycling processing costs over \$50 per ton.</li> <li>• Shredding services for confidential paper.</li> <li>• License plate scanner at transfer station.</li> <li>• Recycling Center site improvements that facilitate ease of access, safety, handicapped access, contamination reduction, waste reduction and/or increased recycling and reuse.</li> <li>• Security cameras to address illegal dumping on municipally owned properties or public lands. MassDEP Strike Force guidance must be followed, and the municipality's Chief of Police must be involved to coordinate enforcement.</li> <li>• Implementation of technologies, such as AI, to augment waste reduction efforts by providing collection transparency, improving recycling accuracy, reducing contamination of recyclables, supporting waste ban compliance and enhancing overall efficiency.</li> </ul>

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<b>Outreach and Education</b>	<ul style="list-style-type: none"> <li>• Waste reduction and/or outreach and educational materials, signs, billboards, <b>electronic message boards</b>, <b>point of sale materials</b>, mailings and applicable postage costs.</li> <li>• Implementation of the <a href="#">Recycling IQ Kit</a>.</li> <li>• Creation of Waste Reduction, Recycling, Composting, Reuse, and/or Household Hazardous Waste (HHW) public service announcements.</li> <li>• Waste Reduction/Recycling webpage design and maintenance (external contractor).</li> <li>• Conferences, subscriptions, and municipal/regional memberships - up to \$3,000 per year.</li> <li>• Training and professional development for recycling staff - up to \$1,000 per year.</li> <li>• Recycling market index subscriptions, publications and trade journals.</li> <li>• Educational speaker <b>and/or performance</b> fees (waste reduction topics) for municipal and school events.</li> <li>• Waste and recycling collection software applications.</li> <li>• Newspaper and social media ads promoting recycling and waste reduction.</li> <li>• Translation services for outreach material, website, signage and other recycling and waste reduction initiatives.</li> </ul>
<b>Public Spaces and Buildings</b>	<ul style="list-style-type: none"> <li>• Public space/outdoor event recycling and composting containers and signage (<a href="#">FAC113</a>).</li> <li>• Transportation and processing of recyclables and organics collected at public spaces and/or events.</li> <li>• Dishwasher <b>purchase and installation</b> for public building kitchens (e.g., Council on Aging) (<a href="#">GRO40</a>).</li> <li>• Durable/washable dishware, glassware and cutlery for public building kitchens and/or event spaces using public building kitchens.</li> <li>• Water bottle filling station <b>purchase and installation</b> at municipal buildings and public spaces.</li> </ul>
<b>Reuse</b>	<ul style="list-style-type: none"> <li>• Costs associated with deconstruction of municipal buildings or incentives for the deconstruction of privately-owned buildings, (e.g., consultants, specialized contractors, homeowner incentives, for projects where materials are diverted to reuse outlets).</li> <li>• Purchase, construction and/or maintenance of a municipal <a href="#">Swap Shop</a> or a structure for a permanent repair operation.</li> <li>• Up to \$5,000 annually on municipally owned <a href="#">Library of Things/Tool Libraries</a>.</li> <li>• Up to \$1,000 annually for inventory for third-party owned <a href="#">Library of Things/Tool Library</a>.</li> <li>• Up to \$4,000 annually for municipally located <a href="#">Repair Events</a> or <a href="#">Zero Waste Days/Reuse Rodeos/Donation Events</a> (excluding food/refreshments).</li> <li>• <b>Up to \$1,000 annually for training volunteers or paying professionals for <a href="#">Repair Events</a>.</b></li> <li>• Developing/distributing a comprehensive Reuse Guide.</li> <li>• Tablet for inventory for swap shop, tool library, library of things.</li> <li>• Wiping clothes made from recycled textiles.</li> </ul>

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Schools	<ul style="list-style-type: none"> <li>• Stipend for personnel coordinating school-wide or district-wide waste reduction/recycling/composting/reuse programs (e.g., training staff as they transition to utilizing new dishwashers, supporting students in the cafeteria with separation of materials).</li> <li>• <a href="#">Recycling bins, wheeled carts, compactors for recyclables, recycling dumpsters, compost bins, signage and related equipment (FAC113).</a></li> <li>• Dishwasher <b>purchase and installation</b> for public school cafeterias.</li> <li>• Bulk condiment dispensers or milk dispensers with durable/washable cups.</li> <li>• Durable/washable trays, dishware, and cutlery for public school cafeterias, <b>as well as third party ware-washing costs - up to 3 years.</b></li> <li>• Collection and processing costs for organics.</li> <li>• School garden creation/maintenance with onsite composting.</li> <li>• School furniture reuse, refurbishment and recycling contractors – <a href="#">information and resources</a> are available.</li> </ul>
Source Reduction	<ul style="list-style-type: none"> <li>• Water bottle filling stations (<b>purchase and</b> installation) in public spaces, buildings, or schools.</li> <li>• Durable/washable dishware, glassware and cutlery for kitchen and/or event space at public buildings.</li> </ul> <p><b>Note: These spending activities are also listed under Public Spaces and Schools. Municipalities should use their best judgement when tracking or recording annual RDP spending for the year.</b></p>
Toxics Reduction	<ul style="list-style-type: none"> <li>• HHW collection event costs: drop-off or mobile pickup events (<a href="#">WMR001</a>).</li> <li>• Transportation and processing costs for HHW collected from a municipal or regional permanent HHW facility.</li> <li>• Construction, maintenance and equipment/storage containers for a publicly owned permanent HHW collection facility.</li> <li>• Mercury spill kits and other Hazardous Waste cleanup spill kits.</li> <li>• School chemical cleanout services/contractors (<a href="#">WMR001</a>).</li> <li>• Used paint collection shed for residential drop-off site.</li> <li>• Sharps collection boxes for residents.</li> <li>• Rechargeable battery and vape collection boxes for residents.</li> <li>• <b>DDR (damaged, defective, and recalled) battery collection pails and recycling kits.</b></li> <li>• Purchase of cleaning products from Environmentally Preferred Products State Contract (<a href="#">FAC118</a>).</li> <li>• Outreach and education focused on toxics management and reduction in municipal buildings, schools, businesses and/or residential dwellings.</li> <li>• HHW Training - up to \$5,000 per year.</li> </ul>

**Reminder: RDP Spending Reports are due annually by February 15<sup>th</sup> and are required as a pre-requisite for all Sustainable Material Recovery Program (SMRP) grants. Expenses should be documented as categorized above to the best of your ability. Further explanation and details related to each category are available in the RDP Spending Report survey in ReTRAC.**