



Massachusetts Department of Environmental Protection
Sustainable Materials Recovery Program
Municipal Application – For Reference Only

MassDEP's Sustainable Materials Recovery Program Municipal Grant Application is available only through the online reporting tool [Re-TRAC Connect™](#).

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Each grant item shows a superset of all possible application questions. Some questions are only displayed based on previously answered questions, so you will notice some questions have been answered for demonstration purposes. You may not be presented with every question on the form.

Application Deadline: June 12, 2019

| Table of Contents | Page |
|--|-------------|
| Overview and Certification of Minimum Eligibility Criteria | 2 |
| Mattress Recycling Incentive | 3 |
| Pay-As-You-Throw Program Funds | 6 |
| Education and Enforcement Coordinator | 8 |
| Curbside Recycling/Organics Collection Carts | 10 |
| Drop-off Recycling/Organics Collection Equipment | 15 |
| School Recycling Assistance | 20 |
| Waste Reduction and Organics Capacity Projects | 24 |
| Small Scale Initiatives | 27 |
| Recycling Dividends Program | 27 |

OVERVIEW AND CERTIFICATION OF MINIMUM ELIGIBILITY

CRITERIA MUNICIPALITY

ANNUAL | 2019

Sustainable Material Recovery Program-Municipal Grant Application

The Massachusetts Department of Environmental Protection's Sustainable Materials Recovery Program (SMRP) offers funding to Massachusetts cities, towns, regional government entities, and certain non-profits for recycling, composting, reuse, and waste reduction activities that will increase diversion of municipal solid waste and household hazardous waste from disposal. Please review the Grant Guidelines on the [SMRP Grant webpage](#) for more detailed information including terms and conditions, eligibility, and grant categories, prior to completing this grant application.

Grants awarded by MassDEP are administered through a grant agreement. Grant agreements consist of a contract, scope of work and budget. Grantees will expend funds for approved budget items and then request reimbursement from MassDEP in accordance with the grant agreement.

Applications must be submitted via Re-TRAC Connect by 11:59pm on June 12, 2019.

Overview

As a condition for receiving grant funds, grantees must comply with the eligibility criteria requirements described below.

1. Annual Notification of Buy Recycled Policy

I certify that the applicant distributes an ANNUAL notification of the municipality's Buy Recycled Policy, ordinance or by-law to all staff, department heads and employees with purchasing authority. This notice was sent from the Mayor, Board of Selectmen, Town Manager, Town Administrator or Chief Purchasing Officer and highlighted specific opportunities to buy recycled products, the benefits of buying recycled and encouraged the purchase of these products. *

☐

Select one of the following: *

- ☒ Our municipality's purchasing is controlled centrally and the chief procurement official certifies that the policy is enforced.
- ☐ Our municipality's purchasing happens in a decentralized manner and the chief executive (Town/City Manager, Town Administrator, Mayor, etc.) certifies that all departments enforce the policy.

Attach a copy of the annual notification sent: *

2. Municipal Recycling Data Reporting

Our municipality has filed its completed 2017 and 2018 Municipal Recycling and Solid Waste Survey with MassDEP. *

☐

3. Recycling in Practice

Select one of the following: *

- ☒ I certify that all municipal buildings have an active recycling program with recycling containers for paper, cans and bottles in all offices and meeting spaces in the building.
- ☐ I certify that all municipal buildings will implement a recycling program as described above within 30 days of notification of the grant award.

Authorization to Submit Application to MassDEP for a Sustainable Materials Recovery Program grant:

I hereby certify that I am authorized to apply for grants from the Commonwealth of Massachusetts, or have notified the appropriate official with such authorization. The information provided in this application is accurate to the best of my knowledge. *

☐

Name: *

Title: *

Date: *

City/Town of: *

MATTRESS RECYCLING INCENTIVE

ANNUAL | 2019

Applications must be submitted via Re-Trac Connect by 11:59pm on June 12, 2019.

Overview

The purpose of this grant is to promote collection and recycling of residentially generated mattresses. MassDEP will pay a state contract vendor to transport and recycle mattresses from a single collection point (such as a transfer station); Municipalities that pick up mattresses curbside must aggregate them for recycling. Grantees will be obligated to use an assigned vendor from FAC90, the state-wide mattress recycling contract. In most cases, MassDEP will reimburse grantees for a mattress storage container. In other cases the municipality may be required to provide their own container. Mattress collection must be overseen by municipal staff to ensure loading efficiency. Please review the Grant Guidelines on the [SMRP Grant webpage](#) for detailed information about this grant item.

1. What type of container could your facility accommodate for mattress collection? Select all that apply.

Roll-off / Container *

☒ Yes

☐ No

Choose one: *

☒ 20 foot long (40 CY)

☐ 40 foot long (80 CY)

Transfer trailer (48-53 feet long) *

☒ Yes

☐ No

Applicant would like to propose other type of covered collection container *

☒ Yes

☐ No

Please describe: *

100 Character Max.

2. Is your municipality interested in serving as a regional collection site, allowing other municipalities and/or their residents to tip mattresses or consolidate materials into a trailer? See Grant Guidelines for details and restrictions. *

☒ Yes

☐ No

List all municipalities which will have access to your regional mattress recycling program. Note: Your regional award will be limited to this list, and all listed municipalities must meet all SMRP grant minimum eligibility requirements. *

255 Character Max.

3. Provide information about the facility where you will collect mattresses:

Facility Name: *

Facility Address: *

Facility Type: *

ex., transfer station, recycling drop-off facility, public works yard

4. When is your facility open? (check all that apply) *

☒ One or more weekdays

☒ One or more weekend days

Total number of weekday hours open: *

Total number of weekend hours open: *

5. Who will have access to the collection facility? (check all that apply): *

☒ Residents with Transfer Station stickers

☒ All residents of your municipality

6. Identify any remaining steps, with target completion dates, which must be taken by your municipality before the program can begin (i.e. pass budget at town meeting, modify collection site, obtain general recycling permit from DEP, etc).

Action 1: *

100 Character Max.

Target Completion Date # 1: *

Action 2:

100 Character Max.

Target Completion Date # 2:

Action 3:

100 Character Max.

Target Completion Date # 3:

7. How will you publicize this program to residents and/or haulers? *

750 Character Max.

8. Will the municipality institute a policy prohibiting the disposal of mattresses? *

☒ Yes

☐ No

How will you publicize and enforce the disposal prohibition (i.e. direct mailing to residents; instruct hauler to leave material at the curb; monitor disposal activity at transfer station): *

750 Character Max.

9. Applicants that will collect mattresses curbside for disposal as trash must contact MassDEP to discuss eligibility before applying for this grant AND must select “Other” and describe their program, including any fees charged to the resident.

Check all collection methods that apply: *

- ☐ Mattresses will be brought by residents to a collection location (i.e. transfer station, recycling center)
- ☐ Mattresses will be collected curbside as part of a separate bulky waste collection, then unloaded and sorted into the mattress collection container
- ☐ Mattresses will be collected curbside as a part of a separate collection of mattresses only
- ☒ Other

Please describe: *

255 Character Max.

PAYT/SMART PROGRAM FUNDS

ANNUAL | 2019

Applications must be submitted via Re-Trac Connect by 11:59pm on June 12, 2019.

Overview

This grant provides funding to a municipality that implements a new Pay-As-You-Throw (PAYT) or Save Money and Reduce Trash (SMART) program, or upgrades an existing PAYT/SMART program. In a PAYT/SMART solid waste program, residents are charged for trash disposal based on the amount they throw away. This creates a direct economic incentive to recycle more and to generate less waste.

Grants will be *conditionally* awarded to eligible applicants. Awards will be finalized only after the applicant has met the criteria outlined in the Acknowledgement section below. The maximum grant award is \$300,000 per applicant. Please review the Grant Guidelines on the [SMRP Grant webpage](#) for detailed information about this grant item.

PAYT/SMART Program Design Options

Award amounts are calculated based on the number of households participating in the program and the type of program implemented. Applicants need NOT have determined the structure and design of the proposed PAYT/SMART program at the time their application is submitted. Program design details will be finalized during the implementation planning phase, after the grant has been conditionally awarded. Once the applicant's program design is final, MassDEP will determine the actual grant award based on the Program Design selected below (e.g. total grant award = the number of participating households multiplied by the appropriate - per household award value).

Program Design Options

Per Household Award Value

1. New Drop-off PAYT/SMART program:

\$ 10

2. New Curbside PAYT/SMART program:

- | | |
|---|----------|
| a. With ONE bag/barrel free | \$ 10,OR |
| b. With NO bags/barrels free | \$ 20,OR |
| c. With ONE 35 gallon automated trash cart | \$ 30,OR |
| d. With ONE 64 gallon automated trash cart collected every other week | \$ 10 |

3. Upgrades to Existing PAYT/SMART Program:

- | | |
|--|-------|
| a. Convert from one bag/barrel free to no-bags/barrels-free | \$ 5 |
| b. Provide each household with one automated trash cart of 35 gallon capacity or smaller | \$ 30 |
| c. Transition for sticker program to a bag program | \$ 5 |

Program Information

1. Based on the Program Design Options described above, select one of the following: *

- ☐ New PAYT/SMART Drop-off Program
- ☐ New PAYT/SMART Curbside Program
- ☒ Upgrade an existing PAYT/SMART Program

2. How many households will your new or upgraded program serve? *

3. Estimated start date for new or upgraded program? *

Implementation Milestones Indicate below what steps your community has taken or needs to take in order to implement this new program or program change:

1. Program has been approved by the appropriate decision making body (e.g., Board of Health, Board of Selectmen, Mayor/Council, Town Meeting) *

- ☐ Yes
- ☒ No

Provide Target Completion Date: *

validation: date must be greater than current, but less than Start Date

2. Operating budget has been approved: *

- ☐ Yes
- ☒ No

Provide Target Completion Date: *

validation: date must be greater than current, but less than Start Date

3. PAYT/SMART Implementation plan / timeline has been completed: *

- ☐ Yes
- ☒ No

Provide Target Completion Date: *

validation: date must be greater than current, but less than Start Date

Acknowledgement of PAYT/SMART Grant Conditions

Grants will only be provided to municipalities that implement a new program or program upgrade within one year of the date on the award letter. Grant funds may be used for initial bag purchases, carts for automated collection, and other approved program costs. Grant funds may be disbursed over a two-year period, at the discretion of MassDEP. Check the box below to confirm acknowledgement of the grant conditions below. *

☐

- The PAYT/SMART program must be maintained for a minimum of two (2) years.
- The PAYT/SMART fee and solid waste program funding structure must ensure the long-term viability of the program.
- If households are allowed one bag/barrel "free", this must not exceed a 35-gallon bag/barrel.
- For those implementing a Full PAYT programs, the municipality must adopt a comprehensive bylaw/ordinance and/or regulation that requires all private haulers collecting solid waste to provide a bundled service for collection of both solid waste and recyclables for each residential customer/generator at a rate that reflects the cost of both services.
- Curbside municipalities must provide weekly collection of recyclables, or provide a second or larger recycling bin if collection is bi-weekly. Recycling capacity requirement may be met by providing residents with a recycle bin sticker/decal to affix to a container of the resident's choice.
- Municipality must report quarterly to MassDEP on PAYT results for first two years.

EDUCATION AND ENFORCEMENT COORDINATOR

ANNUAL | 2019

Applications must be submitted via Re-Trac Connect by 11:59pm on June 12, 2019.

Overview

This grant provides funding to an individual municipality or a municipality acting as a lead for a multi-town regional initiative to hire an Education and Enforcement Coordinator (EEC) to enforce private hauler recycling requirements. This

grant is available to curbside, drop-off and subscription municipalities. All participating municipalities must have met the minimum eligibility requirements.

The grant provides up to \$60,000 for a full-time position and up to \$30,000 for a part-time position. Funds must be used to implement an enforcement program with a new Education and Enforcement Coordinator. Funds may not be used to pay for existing staff with the exception of expanding or increasing the hours of an existing position. Funding provided will be disbursed over a period of 18-24 months depending on individual grantee program initiatives. A minimum of 80% of base grant funds must be used towards the salary of the EEC; the remaining 20% may be used to fund mileage expenses, enforcement and education materials and other related expenses. Grant recipients must provide a minimum of 25% matching funds. Applicants able to provide greater than 25% matching funds may receive priority in the evaluation process.

The municipality(ies) must have a private hauler bylaw/ordinance and/or regulation in place that requires solid waste and recycling collection services be provided as bundled service at a rate that reflects the cost of both services for all residential customers/generators. A penalty structure must be in place for haulers not in compliance with private hauler recycling requirements.

The municipality(ies) must also have a mandatory recycling bylaw/ordinance and/or regulation in place that requires all residential generators recycle.

Please review the Grant Guidelines on the [SMRP Grant webpage](#) for detailed information about this grant item.

Applicant Information

1. How many residential households are served by private haulers in the municipality(ies) that will participate in this project? *

2. How many private haulers are licensed in the municipality(ies)? When a private haulers is licensed in multiple municipalities, count that hauler only once. *

3. Is this a regional project involving more than one municipality? *

☐ Yes

☒ No

List all municipalities that intend to participate in this project. *

Required

4. Please attach the bylaw/ordinance and/or regulation for the municipality(ies) participating in this project for both:

Private hauler recycling requirements *

Mandatory recycling for all residential generators *

Funds Requested

1. Requesting funds for a *

☐ Full-time EEC, ≤ \$60,000

☐ Part-time EEC, ≤ \$30,000

Amount of funds requested

Program Information

1. Provide a detailed justification for the EEC. Describe specific problems or issues the EEC will address, and any actions the municipality has taken to date. *

500 Character Max.

2. How will the municipality address haulers found not in compliance with the solid waste and recycling rules? Describe any fining provisions in the bylaw/ordinance and/or regulation that apply. If multiple municipalities participating, provide an explanation for each municipality. *

2000 Character Max.

3. Identify the municipal official to whom the EEC will report.

a. Contact Name: *

b. Title: *

c. Telephone Number:

Example: 123-456-7890

d. Email Address: *

4. Indicate in which municipal department the EEC's office will be located: *

100 Character Max.

5. In addition to matching funds identified below, please describe the other resources your municipality is able to provide for the EEC (e.g. municipal vehicle, workspace, computer, phone, email): *

750 Character Max.

6. Indicate how the municipality intends to fund the municipal match (e.g. use DPW Discretionary funds, from general fund, appropriation at next town meeting, etc.): *

750 Character Max.

7. Describe the enforcement and education materials the municipality will provide for the EEC to communicate with the haulers found to be out of compliance with the regulations. *

750 Character Max.

8. Additional information about the proposed enforcement project that may be relevant to MassDEP's evaluation process (optional):

1000 Character Max.

CURBSIDE RECYCLING/FOOD WASTE COLLECTION CARTS

ANNUAL | 2019

Applications must be submitted via Re-Trac Connect by 11:59pm on June 12, 2019.

Overview

This grant will assist municipalities with the purchase of wheeled carts for the implementation or expansion of curbside recycling, curbside food waste collection, business recycling and multi-family recycling programs. Requests will be accepted for only one cart category per applicant. At the end of this section, applicants may also request funding for an in-molded recycling instructions label for each cart. The grant will offset the cost of carts purchased either by the municipality or by its contracted recycling hauler. If hauler purchases carts, the contract must specify that the municipality takes ownership of the carts at the end of the contract. Please review the Grant Guidelines on the [SMRP Grant webpage](#) for detailed information about this grant item.

Cart Program Request

Please select one of the Following: *

- ☒ a. Wheeled carts for municipal recycling collection program.
- ☐ b. Wheeled carts for residential curbside food waste collection program.

Wheeled carts for municipal recycling collection programs

Description: These carts are for the implementation or expansion of curbside recycling for single-family and multi-family residents and for recycling at small businesses. To be eligible, a municipality must limit residential trash to no more than two 32-gallon barrels (or equivalent capacity) per household per week. Maximum award is \$200,000. Carts are to be distributed only to residents or businesses SERVED BY THE MUNICIPAL SOLID WASTE PROGRAM (e.g., the municipality's contracted hauler or municipal crews). Municipalities will be reimbursed \$10, \$15 or \$20 per cart, depending on trash limit. See Grant Guidelines for details.

1. Program Scope *

- ☒ New town wide program
- ☐ New pilot program
- ☐ Expansion of an existing program

2. Indicate how the carts will be used: *

- ☒ Single Family
- ☒ Multi-Family
- ☒ Business

How many single and/or multi-family households will this recycling program serve, and how many carts does the municipality or its hauler intend to purchase?

Households Served: *

Total number of Carts to be purchased for Residents: *

How many businesses will this recycling program serve, and how many carts does the municipality or its hauler intend to purchase?

Businesses served: *

Total number of Carts to be purchased for Businesses: *

3. Estimated start date for the program: *

4. When the cart program is implemented, what volume of trash will each household be allowed to place at the curb for collection each week? *

5. Describe how residents will dispose of trash in excess of the trash limit (i.e., no excess trash will be collected; PAYT overflow bags; a second cart that carries an annual fee).

255 character limit

6. When the cart program is implemented how will the trash limit be codified (by-law, ordinance, hauler contract, not codified)? *

7. When the cart program is implemented how will the trash limit be enforced? *

8. Has this cart program been approved by the appropriate decision making body (e.g. Board of Health, Board of Selectmen, Mayor/Council, Town Meeting)? *

☐ Yes

☒ No

Provide target approval date: *

9. Describe, in timeline format (e.g. task/milestone and date) the steps remaining to implement this program (e.g., establish or change trash limit, issue RFP, negotiate with existing hauler, appropriate funds to purchase carts, etc.)

Action # 1: *

Target Completion Date # 1: *

Action # 2:

Target Completion Date # 2:

Action # 3:

Target Completion Date # 3:

10. How will the municipality fund the matching portion of the cart cost? (e.g. appropriation request will be made at town meeting on mm/dd/yyyy; municipal bonds have been approved; municipal hauler will purchase, etc.) *

600 Character Max.

Wheeled carts for curbside food waste collection program

Description: This grant will provide a subsidy for the purchase of carts for a municipally funded residential curbside collection of source separated food waste. Municipalities will be reimbursed up to \$20 per cart with a maximum award of \$100,000. For communities wishing to implement a municipally financed pilot food waste collection program, the grant includes an additional \$10 per household for the first 1,000 households to help offset incremental program start-up costs. This start-up assistance (maximum of \$10,000 per year) will be available for two years of a pilot program.

1. Program Scope *

- ☒ New town wide program
- ☐ New pilot program
- ☐ Expansion of an existing program

2. How many households/businesses will the program serve? *

3. Proposed food waste collection frequency: *

☐ Weekly

☒ Other

Explain: *

4. Estimated start date for the program: *

5. Has the composting location been selected? *

☒ Yes

☐ No

Name of facility *

6. Has the hauler been selected? *

☐ Yes

☒ No

Provide target date for selecting the hauler: *

7. How does the municipality plan to fund the balance of the cost of the organics carts? *

1000 Character Max.

8. How will the operating costs of this program be funded by the municipality? (e.g. direct fee to residents, annual appropriation, etc). *

1000 Character Max.

9. Describe the steps remaining to implement this program (e.g. renegotiate hauler contract, appropriate operating budget, etc.).

Action # 1: *

Target Completion Date # 1: *

Action # 2:

Target Completion Date # 2:

Action # 3:

Target Completion Date # 3:

Additional Funds for In-Molded Recycling Instructions Labels

Description: MassDEP will provide an additional \$1 per cart, for the first 10,000 recycling carts or the first 5,000 food waste carts, to municipalities that purchase carts with an in-molded label on the lid which provides detailed instructions on how and what to recycle. An in-molded label is laminated to the cart lid by heat treatment during the manufacturing process. Labels or Stickers placed on carts after manufacture will NOT be funded. MassDEP must approve the label design in order to be eligible.

Check the applicable box below: *

- ☒ YES, the municipality would like to purchase in-molded labels
- ☐ NO, the municipality will not purchase in-molded labels

DROP-OFF RECYCLING EQUIPMENT

ANNUAL | 2019

Applications must be submitted via Re-Trac Connect by 11:59pm on June 12, 2019.

Overview

This grant will assist municipalities with establishing or expanding diversion programs for targeted materials at a municipal recycling drop-off or transfer station ("facility"). Grants contribute toward or subsidize the purchase of roll-offs, compactors, or other on-site containers. Facilities that are open to both residents and businesses will be prioritized. Applicants may also request funding for education materials to promote the program. Before requesting any of the items below, please review the Grant Guidelines on the [SMRP Grant webpage](#) for further grant conditions, including purchase and reimbursement documentation requirements. Funding will not be provided for the replacement of existing containers.

Facility Information

1. Who will have access to the facility? (Check all that apply) *

- ☒ Residents
- ☒ Businesses
- ☒ Haulers
- ☒ Out-of-town residents
- ☒ Out-of-town businesses

2. Does your municipality require stickers to be purchased for access to the facility? *

☒ Yes

☐ No

In the current fiscal year how many stickers did you sell and to whom? Note: Residential sticker sales include only the first sticker sold to each household.

sold to residents: *

to businesses: *

to haulers: *

to out-of-town residents: *

to out-of-town businesses: *

3. When is your facility open? Enter the number of HOURS OPEN on the day the facility is open. On the days the facility is closed enter a "0". Under FACILITY HOURS include the time of day the facility opens and closes, i.e. 7:30 a.m. - 4:00 p.m.

| | # HOURS OPEN: * | FACILITY HOURS: |
|-----------|-----------------|-----------------|
| Sunday | | |
| Monday | | |
| Tuesday | | |
| Wednesday | | |
| Thursday | | |
| Friday | | |
| Saturday | | |

Equipment Request Information

This grant provides funds to purchase equipment to collect and recycle the targeted materials listed below. You may request containers for two different target materials.

| <u>Equipment</u> | <u>Target Material</u> | <u>Grant Award Up To:</u> |
|--|---|--------------------------------------|
| | | |
| Roll-off | Bulky Rigid Plastics | 30 or 40 CY Open Top - up to \$5,500 |
| | Mattresses | 40 CY Closed Top - \$7,500 |
| | Glass | 20 or 30 CY Open Top - up to \$6,000 |
| | | |
| | | |
| Compactor | Cardboard | \$8,000 |
| | Single-stream recycling | \$8,000 |
| | Mixed paper that includes corrugated cardboard | \$8,000 |
| | | |
| Shed (minimum of 80 square feet) | Universal Waste: fluorescent lamps, thermostats, thermometers | \$3,000 |
| Shed or Container (minimum of 190 square feet) | ReUse Swap Shop | \$6,000 |

Select the targeted material to be collected: *

1. Describe the program (e.g., new program or expansion of an existing program; target generators, etc.) and the factors you believe will contribute to the success of this diversion program. *

750 Character Max.

2. Estimate the annual tonnage you expect to divert. *

Tons

For the material to be collected in a compactor:

a) Enter the annual tonnage currently collected: *

b) Cost per haul: *

\$

c) Average number of hauls per month: *

3. Describe the facility where the container(s) will be located? (i.e., a site assigned transfer station, a conditionally exempt recycling drop-off facility). Include the name and address of the facility. *

250 Character Max.

4. Identify any remaining steps, with target completion dates, which must be taken by your municipality before the container(s) can be placed at the facility (e.g., pass budget at town meeting, secure regulatory approval if needed):

Action # 1: *

Target Completion Date # 1: *

Action # 2:

Target Completion Date # 2:

Action # 3:

Target Completion Date # 3:

5. When do you intend to purchase this equipment? Estimated equipment purchase date: *

6. How will you publicize this program to residents, businesses, and/or haulers? *

750 Character Max.

7. Have you identified a recycling company to take the targeted material? *

☐ Yes

☐ No

Name of Recycling Company: *

Required

Recycling Company location (City,State): *

Required

Would you like to request another grant item? *

☒ Yes

☐ No

Select the targeted material to be collected: *

1. Describe the program (e.g., new program or expansion of an existing program; target generators, etc.) and the factors you believe will contribute to the success of this diversion program. *

750 Character Max.

2. Estimate the tonnage you expect to divert. *

Tons

For the material to be collected in a compactor:

a) Enter the annual tonnage currently collected: *

b) Cost per haul: *

\$

c) Average number of hauls per month: *

3. Describe the facility where the container(s) will be located? (i.e., a site assigned transfer station, a conditionally exempt recycling drop-off facility). Include the name and address of the facility *

250 Character Max.

4. Identify any remaining steps, with target completion dates, which must be taken by your municipality before the container(s) can be placed at the facility (e.g., pass budget at town meeting, secure regulatory approval if needed):

Action # 1: *

Target Completion Date # 1: *

Action # 2:

Target Completion Date # 2:

Action # 3:

Target Completion Date # 3:

5. When do you intend to purchase this equipment? Estimated equipment purchase date: *

6. How will you publicize this program to residents, businesses, and/or haulers? *

750 Character Max.

7. Have you identified a recycling company to take the targeted material? *

☐ Yes

☐ No

Name of Recycling Company: *

Required

Recycling Company location (City,State): *

Required

SCHOOL RECYCLING ASSISTANCE

ANNUAL | 2019

Applications must be submitted via Re-Trac Connect by 11:59pm on June 12, 2019.

Overview

This grant provides funding to municipal and regional school districts that commit to implementing a comprehensive recycling program (for paper, cardboard, cans and bottles) in all district schools. Applications will be accepted for expansion of existing programs and/or start-up of new programs. The maximum funding level eligibility is determined by the total enrollment in the school district. This is a one-time grant; recipients must achieve district-wide recycling by the end of the grant period (up to 3 years). Grant funds may be used for equipment, educational materials, and/or personnel costs for planning and implementation of recycling programs. Grant funds may NOT be used for ongoing operational costs. Priority will be given to applicants that include a letter of commitment with their application. Please review the Grant Guidelines on the [SMRP Grant webpage](#) for details.

Program Request

A. Enter total number of students enrolled in the school district in 2018 - 2019 academic year: *

B. Based on your district enrollment, MassDEP will allocate up to:

\$

C. Enter the amount you are requesting for recycling equipment and educational materials (if any):

\$ 0

D. Enter the amount you are requesting for planning and implementation (if any):

\$ 0

Total: *

\$ 0

Acknowledgement of Grant Terms

If awarded, all grantees must:

Agree to participate in an on-site planning meeting and school walk-through(s) with a MassDEP-provided recycling consultant. Attendance by facility staff, business manager and administrators is required. *



Within one month of grant award notification, insure that at least one representative from each school in the district has registered with The Green Team , a free Environmental Education and Recognition Program provided by MassDEP. *



Applicant must agree to both conditions above

Check if your school district meets the Green Team requirement for the 2018 - 2019 academic year.



General Information (All applicants must complete this section)

1. Name of School District ("District"): *

2. Name and contact information for the town or school employee who will oversee this grant.

a. Contact Name: *

b. Email: *

c. Phone: *

3. Describe the existing recycling efforts in the District, including existing recycling equipment at the schools (if any): *
3000 Character Max.

4. Please indicate which materials, if any, are currently being recycled at one or more schools in the district: (Check at least one) *

☒ Paper

☐ Cardboard

☐ Bottles and Cans

☐ Organics(food)

☐ Milk Cartons

☐ No recycling program in place at this time

5. What materials do you plan to target if awarded the recycling grant? (Check at least one) *

- ☒ Paper
- ☐ Cardboard
- ☐ Bottles and Cans
- ☐ Organics(food)
- ☐ Milk Cartons

6. Estimated program start date: *

7. What do you hope to accomplish with this grant? Please be specific; include goals, challenges, relevant program history, etc... *

5000 Character Max.

8. Do you have the necessary approval from the district administration? *

- ☒ Yes
- ☐ No

9. School Commitment Letter. Check one: *

- ☒ Signed commitment letter is attached to this application (applicants who provide signed commitment letter with the application will receive higher priority in the evaluation process)
- ☐ Signed commitment letter will be provided if grant is awarded

Please upload signed commitment letter *

10. School Recycling Policy. Check one: *

- ☒ The mandatory School Recycling Policy for the district, approved by the School Committee, is attached to this application (applicants who provide a mandatory School Recycling Policy with the application will receive higher priority in the evaluation process)
- ☐ A district-wide School Recycling Policy will be approved by the School Committee and a copy will be provided if grant is awarded

Please upload mandatory School Recycling Policy *

11. Number of schools in the District: *

12. Number of classrooms in the District: *

13. What resources can schools within the District bring to the proposed recycling program? *

1000 Character Max.

14. How will you track and evaluate the success of the proposed recycling program (increased recycling, reduced trash disposal, cost savings, better compliance with recycling procedure, etc.)? *

1000 Character Max.

15. How will the proposed recycling program be sustained after the grant ends? *

1000 Character Max.

16. Provide a timeline for implementing the grant that discusses key milestones and dates (e.g. month 1, month 6, etc). *

3000 Character Max.

Recycling Equipment and/or Educational Materials

This section of the application is for Districts that need recycling equipment and/or educational materials in order to implement or enhance recycling in their schools.

1. Please provide a budget for equipment and educational materials. Include a description, quantity and cost for each budget line item, e.g. "18 gallon classroom recycling bins, 300 at \$7.50 each = \$2350". Include any matching funds or resources to be provide by the applicant. *

3000 Character Max.

Planning and Implementation

1. Describe how the requested funds would be used to initiate or expand the District recycling program (for example, to provide a stipend to school staff to coordinate recycling program start-up/expansion, or to help fund a school District recycling coordinator): *

5000 Character Max.

2. Provide a budget that specifies in detail how the implementation funds will be used. If for salary, include the number of hours proposed, hourly rate, indirect expenses, etc. Include any matching funds or resources to be provided by the applicant.: *

2000 Character Max.

WASTE REDUCTION AND ORGANICS CAPACITY PROJECTS

ANNUAL | 2019

Applications must be submitted via Re-Trac Connect by 11:59pm on June 12, 2019.

Overview

MassDEP is offering grants for local and regional projects in two categories: Waste Reduction and Organics Capacity. Proposals will be accepted from individual municipalities, a municipality acting as a lead for a multi-town regional initiative, a regional governmental entity established by legislative authorization, and non-profit organizations established under Section 501(c)(3) of the Internal Revenue Code (Waste Reduction Projects ONLY). Projects must serve one or more of the following: residents, businesses, public agencies, or schools/institutions or some combination thereof.

Applicants are STRONGLY encouraged to contact MassDEP to discuss proposals prior to submittal.

Waste Reduction Projects (WRP) are initiatives that will expand the scope or effectiveness of recycling, composting, reuse or household hazardous waste programs. Grants range from \$10,000 to \$100,000*. Requests for less than \$10,000 will NOT be accepted. Funds may be used for equipment, capital costs, outreach/education, professional services (e.g. legal, engineering, design) and new personnel (consultants, contractors or staff that will dedicate additional hours to the project). Awarded projects must generally be completed within two years of the grant agreement execution date.

* Processed Glass Aggregate projects: Applicants seeking to establish a municipally-based operation to convert source separated glass into processed glass aggregate may request up to \$150,000. Use Project Type of 'Waste Reduction Project.'

Household Hazardous Waste Facilities: Applicants seeking funds to establish a permanent HHW collection center may request up to \$250,000 over 2 years. The facility must be open at least one weekend collection day per month, eight months of the year. A maximum of 15% of awarded funds may be used for engineering, design or other non-capital expenditures, unless otherwise approved by MassDEP.

WRP proposals must fall into one of the following categories:

- Expansion or start-up of regional centers for recycling, reuse, household hazardous waste and/or other source separated recoverable materials;
- Organics collection programs serving commercial generators that are operated or managed by the municipality;
- Projects focusing on expanded materials reuse;
- Programs to divert textiles, carpet, film plastics, surplus building materials, furniture, wood, mattresses, household hazardous waste or other difficult-to-recycle materials;

- Innovative education and outreach strategies to increase public participation in reuse, recycling, composting, and waste reduction programs
- Capital costs associated with establishing municipally-based operations to convert source separated glass containers into processed glass aggregate for use in construction projects

Organics Capacity Projects (OCP) refer to new or expanded facilities to manage source separated food waste (organics) through composting or anaerobic digestion. Grants range from \$10,000 to \$250,000. At least 85% of funds requested must be used for capital costs (equipment, site improvements, facility construction). Not more than 15% of requested funds may be used for non-capital expenses including professional services (e.g. legal, engineering, design) and project management (consultants or contractors hired specifically for the project). Proposals for feasibility studies are not eligible. Awarded projects must generally be completed within two years of the grant agreement execution date.

Organics Capacity Projects that are eligible for funding include:

- Expansion of existing leaf and yard waste composting operations to include source separated food waste;
- New operations that will process source separated organics (including slurring, anaerobic digestion, composting);
- Improving the efficiency of an existing operation that handles source separated food waste.

Application Format for Waste Reduction and Organics Capacity Projects:

- Applicants must submit a 4 to 8 page proposal that conforms to the SMRP Mandatory Proposal Outline for Waste Reduction and Organics Capacity Projects. Download the Proposal Outline from MassDEPs website. You will be prompted to attach your proposal during the online grant application submittal process.
- Letters of support are required from all municipalities identified as project participants in a regional initiative.
- Proposals submitted by non-profits (WRP only) must identify a municipal partner(s) and discuss how the municipality will benefit from the project. Support letters must be provided from municipal partners.

Please review the Grant Guidelines on the [SMRP Grant webpage](#) for detailed information about the WRP and OCP grants..

Applicant Information

a. Contact Name: *

b. Title: *

c. Telephone Number: *

(555)-555-5555

d. Email Address: *

Project Type and Funds Requested

Project Type and Funds Requested

1. Indicate project type. *

- ☒ Waste Reduction Project
- ☐ Organics Capacity Project
- ☐ Household Hazardous Waste Permanent Facilities

2. Is this a regional project involving more than one municipality? *

- ☒ Yes
- ☐ No

List all municipalities that intend to participate in the project: *

3. Project Title: *

4. Enter the dollar amount requested: *

\$

5. Enter the dollar amount of matching funds, if any:

\$

6. Project Proposal: Proposals must be submitted in the Mandatory Proposal format downloadable from MassDEP's website. Please attach your project proposal and any supporting documents. *

a. Please attach any additional supporting documents.

b. Please attach any additional supporting documents.

c. Please attach any additional supporting documents.

Acknowledgement

I certify that I have read the Grant Guidelines and that I am eligible to apply for this grant because I represent a Massachusetts municipality, a non-profit organization or a regional authority as defined therein. *

☐

Name: *

Title: *

SMALL SCALE INITIATIVES

ANNUAL | 2019

Applications must be submitted via Re-Trac Connect by 11:59pm on June 12, 2019.

Overview

This grant provides municipalities and certain regional groups* with a population-based allocation for the purchase of designated materials and services ("items") that will sustain existing waste reduction programs or facilitate new, low-cost initiatives. Funding will be calculated by the municipal population or the population served by the regional group. Use of state contracts is encouraged, when possible. Grantees must procure all items and request reimbursement from MassDEP. Please review the Grant Guidelines on the [SMRP Grant webpage](#) for detailed information about this grant item.

* Regional group eligibility is limited to those with a core mission of solid waste/recycling management

Grant Allocation

1. What is the population of your municipality or regional group? *

2. Does your municipality or regional group have a significant seasonal population? *

☒ Yes

☐ No

What is your total population during peak season? *

3. Based on your population, MassDEP will allocate up to:

\$

Acknowledgement of Approved Activities and Expenses

Check the box below to acknowledge you will use funding only for expenditures defined in "Approved Activities and Expenses" in the Small Scale Initiatives Grant Guidance (link to the Guidance is in the Overview). MassDEP will consider requests in the "other" category only if the purchase is beneficial for waste reduction and recycling. Requests should be directed to Dawn Quirk: dawn.quirk@mass.gov or 617-292-5557. *

☐

RECYCLING DIVIDENDS PROGRAM (RDP)

ANNUAL | 2019

Recycling Dividends Program

The Recycling Dividends Program (RDP) will provide payments to municipalities that have implemented specific programs and policies proven to maximize reuse, recycling and waste reduction. The program and policy criteria represent a best practices framework for achieving waste reduction goals. Each criterion is assigned points ranging from 1 to 4 according to its likely impact on waste diversion. Municipalities that earn at least 8 points are eligible for RDP payments. Municipalities that have never earned a Recycling Dividends Program award may be eligible for the first award at 6 points. Each point earned over the minimum results in additional funding. Payment brackets, based on the number of households served by the municipal solid waste program, establish the value for each point. Payments are expected to be made in Fall 2019. RDP no longer has two separate criteria menus for drop-off collection and curbside communities. Municipalities that do not provide trash services to their residents are eligible provided that a Comprehensive Hauler Regulation, as defined in the criterion, has been adopted. See Grant Guidance on the [SMRP Grant webpage](#) for complete details.

Instructions: A response is required in each section below. Be sure to click the "MARK COMPLETE" button at the bottom of the form once the form is complete without errors. If the form is successfully submitted it will show as "COMPLETE" on the Workspace.

SOLID WASTE REDUCTION (pick one) *

- ☐ PAYT/SMART program is currently in place which requires a unit fee on all trash. This includes bag, sticker, tag and punch card programs. [4 points]
- ☐ PAYT/SMART modified program is in place which provides/allows each household to dispose a ≤35-gal unit of trash per week in basic level service. Residents must purchase official PAYT/SMART bags for trash in excess of 35-gal per week. [4 points]
- ☐ Trash Limit: Every other week trash collection with 64-gallon carts. All trash in excess of this limit requires a unit fee in the form of an official PAYT/SMART bag, sticker, tag or punch card. [4 points]
- ☐ PAYT/SMART modified program provides each household with ≤ 35-gal unit of trash per week in basic level service. Residents must purchase additional stickers, tags or punch cards for trash in excess of 35-gal per week. [3 points]
- ☐ 48 Gallon Trash Limit: Households are limited to one free 48-gallon CART of trash capacity each week. Trash in excess in of 48-gallons must be assessed a fee through the use of an official PAYT/SMART bag, sticker, tag or punch card. [3 points]
- ☐ Trash Limit: Every other week trash collection with 96-gallon carts. All trash in excess of this limit requires a unit fee in the form of an official PAYT/SMART bag, sticker, tag or punch card. [3 points]
- ☐ 64 Gallon Trash Limit: Households are limited to 64-gallons of free trash capacity each week (two 32-gallon barrels, or one 64-gallon cart). Trash in excess in of 64-gallons must be assessed a fee through the use of an official PAYT/SMART bag, sticker, tag or punch card. [2 points]
- ☐ None of the above

ORGANICS (pick one) *

- ☐ Source separated food waste is collected curbside weekly from all households served by the municipal program. [3 points]
- ☐ Source separated food waste is collected at a municipally owned collection center and the municipality provides subsidized home compost bins for \$25 or less. [2 points]
- ☐ Source separated food waste is collected curbside weekly from households participating in a municipally funded pilot program (1 point)
- ☐ The municipality provides subsidized home composting bins, for \$25 or less, to residents along with an effective promotion and outreach program. [1 point]
- ☐ None of the above

Number of households participating in the program *

Number of bins sold in the current fiscal year: *

Sale price to residents: *

Provide link to online promotion of compost bin availability *

Provide link to publicity for annual composting education offered to residents. For example: workshop, compost demonstration, or video program at the library *

BULKY ITEMS: The municipality or its hauler charges residents a fee of not less than \$5 each for handling of at least 3 of the following bulky items, either at the curb or at a municipal drop-off: mattresses, upholstered furniture, wood furniture, toilets, sinks, and carpet. [2 points] *

- ☒ Yes
- ☐ No

Paste here the link to the published fee schedule on your municipal website: *

REUSE PROGRAMS(pick one)

- ☐ The municipality operates a Swap Shop where residents can drop-off reusable home goods and furnishings for others to take. The Swap Shop must be sufficiently enclosed to protect swap shop items from the weather and preserve reuse value. [2 points]
- ☐ The municipality sponsors or promotes THREE qualifying repair events per year. [1 point]

- ☒ The municipality sponsors TWO qualifying “zero waste days” per year. [1 point]
- ☐ The municipality sponsors or promotes a qualifying “tool library” or “library of things” which is open year round. [1 point]
- ☐ None of the above

Paste here the web link, which will take your residents directly to the information about the zero waste day events and locations, on your municipal website. It must be obvious that there will be at least two events per year. *

Paste here the web link to your municipal website which will take your residents directly to the information about the year-round tool library. *

YARD WASTE consists of leaves and grass. Both must be collected in order to claim these points. *

- ☒ Yard waste is collected curbside a minimum of 20 weeks per year. [2 points]
- ☐ Residents can take yard waste to a drop-off location that is open a minimum of 50 weeks per year. [2 points]
- ☐ Residents can take yard waste to a drop-off location that is open a minimum of 30 weeks per year [1 point]
- ☐ None of the above.

HOUSEHOLD HAZARDOUS WASTE COLLECTION (pick one) *

- ☐ The municipality hosts a permanent Household Hazardous Waste (HHW) collection center open to residents a minimum of six times per year [2 points]
- ☐ The municipality participates in a regional HHW collection center open to residents a minimum of six times per year [2 points]
- ☐ The municipality participates in a reciprocal arrangement with other municipalities which provides residents access to a minimum of six comprehensive HHW collection events per year [2 points]
- ☐ The municipality hosts at least two HHW collection events per year [1 point]
- ☒ The municipality funds two HHW events per year at no cost to the resident [1 point]
- ☐ None of the above.

Household Hazardous Waste collections must accept a broad range of hazardous products from residents, including but not limited to: pesticides, oil based paints, pool chemicals, automotive products, elemental mercury, cleaning products and other chemicals.

Date of your last event and date of your next event: *

Name of town where the second event held *

Paste here web link directly to the HHW event dates and locations on your municipal website: *

Name of facility: *

List municipalities participating in reciprocal agreement: *

CENTER FOR HARD TO RECYCLE MATERIALS (CHARM)

A Center for Hard to Recycle Materials is a single location where the following materials are collected for recycling. This may be a municipal recycling center or transfer station. In order to qualify the collection location (CHARM) must be open a minimum of once per month.

Pick One *

- ☐ Do your residents have access to a CHARM, open 12 months per year, in your municipality or a contiguous (i.e., bordering) municipality, or within a seven mile radius of an open CHARM (for low-density population areas only) where a minimum of 8 of the following materials are collected for recycling? [2 Points]
- ☐ Do your residents have access to a CHARM, open 6 months per year, in your municipality or a contiguous (i.e., bordering) municipality, or within a seven mile radius of an open CHARM (for low-density population areas only) where a minimum of 8 of the following materials are collected for recycling? [1 Point]
- ☐ None of the above

Automotive wastes Books/Media Bulky rigid plastics Carpet

Electronic waste Expanded Polystyrene (Styrofoam)

Fire extinguishers, AND BOTH one pound and twenty pound propane tanks

Household Batteries Large Appliances (White Goods) Mattresses

Mercury bearing products Paint

Film Plastics Textiles Wood Shredded Paper

Is this CHARM located in your municipality? *

☐ Yes ☒ No

Name of municipality where CHARM is located *

To qualify, each material must be source separated and recycled. You will be asked to provide the name of the recycling company or processor for each material you select.

Automotive wastes (must collect tires and auto batteries, and either waste oil or antifreeze). *

☒ Yes ☐ No

Selecting "Yes" in any of the materials will prompt you to enter the "Name of recycling company or processor".

Name of recycling company or processor: *

250 Character Max. Required

Books/Media *

☐ Yes ☒ No

Bulky rigid plastics *

☐ Yes ☒ No

Carpet *

☐ Yes ☒ No

Electronic waste (minimum of all computer and TV related electronics) *

☐ Yes ☒ No

Expanded Polystyrene (Styrofoam) *

☐ Yes ☒ No

Fire extinguishers, AND BOTH one pound and twenty pound propane tanks *

☐ Yes ☒ No

Household batteries *

☐ Yes ☒ No

Must collect all types of non-alkaline batteries

Large Appliances (White Goods) *

☐ Yes ☒ No

Mattresses *

☐ Yes ☒ No

NOTE: recycling mattresses will count as 3 toward the total needed

Mercury bearing products. Must collect all of the following: fluorescent lamps/CFLs, button batteries, thermostats, thermometers, other products containing mercury *

☐ Yes ☒ No

Paint (sent for recycling, fuels blending, or hazardous waste disposal) *

☐ Yes ☒ No

Film Plastics (any of the following: plastic bags, boat wrap, agricultural wrap) *

☐ Yes ☒ No

Textiles *

☐ Yes ☒ No

Wood *

☐ Yes ☒ No

Shredded Paper *

☐ Yes ☒ No

ADOPTED COMPREHENSIVE HAULER REGULATION

To claim these points, all private haulers collecting solid waste from any generator in the municipality must be required to provide, not just offer, both trash and recycling collection. Mandatory recycling is required of all generators. See Grant Guidelines for details. *

☒ Yes, the municipality has adopted a comprehensive hauler bylaw/ordinance and/or regulation that requires all private haulers collecting solid waste to provide a bundled service for collection of both solid waste and recyclables for each customer/generator at a rate that reflects the cost of both services.[2 points]

☐ No

Please attach a copy of the bylaw/ordinance and/or regulation in which appropriate sections have been highlighted to demonstrate that each of the following requirements have been met: 1) bundled service, 2) mandatory recycling and 3) applicability to all customers/generators. See Grant Guidelines for more details. *

ENFORCED RESIDENTIAL CURBSIDE RECYCLING (pick one)

To qualify for points in this category, the municipality must enforce residential curbside recycling by verifying compliance with recycling related requirements such as Mandatory Recycling, Quality Recycling by means of contamination reduction and/or private hauler regulations. Penalties are required for non-compliance; the issuance of fines and/or leaving behind of contaminated material or revocation of permit qualifies as a penalty. *

☐ A dedicated Enforcement Coordinator spends a minimum of 19 hours per week on the street verifying compliance. [3 points]

- ☐ A dedicated Enforcement Coordinator spends a minimum of 10 hours per week on the street verifying compliance. [1 point]
- ☐ The municipality's hauler is responsible for enforcement which is codified in the hauling contract. The hauler notifies municipal officials daily of non-compliance. [1 point]
- ☒ A Drop-off or Subscription municipality has adopted and ACTIVELY ENFORCES a bylaw/ordinance and/or regulation that requires private haulers collecting solid waste to provide a bundled service for collection of both solid waste and recyclables for RESIDENTIAL generators at a rate that reflects the cost of both services. [3 points]
- ☐ None of the above

Violations issued

Enter the number of initial violations issued in the current fiscal year. *

Enter the number of repeat violations issued in the current fiscal year: *

Attach a copy of the bylaw/ordinance, regulation and/or hauler contract being enforced. *

Attach documentation which demonstrates active enforcement is taking place. This should include, but is not limited to: description of enforcement protocol or procedure, and identification by title of person(s) responsible for enforcement. *

NEW - WASTE PREVENTION OUTREACH AND EDUCATION [1 point]

Waste prevention education refers to the promotion of any/all of the following: Reduce, Reuse, Recycle, Repair, Restore, and Contamination Reduction. In order to qualify a municipality must complete item 1 or a minimum of 5 activities from the subsequent list:

In order to qualify a municipality must complete item 1 or a minimum of 5 activities from the subsequent list. Choose One: *

- ☐ 1. Fully implemented IQ Kit satisfies all requirements for the Ed & Outreach Point. [1 point] <https://www.mass.gov/how-to/massdep-recycling-iq-kit>
- ☒ 2. Assorted Educational and Promotional Efforts. Must complete five. [1 point]
- ☐ Neither

Participated in MassDEP's The Green Team: at least one representative from two or more schools are members of the Green Team and linked municipal website to <https://thegreenteam.org/> *

- ☐ Yes
- ☒ No

Sent an annual home mailing *

☐ Yes ☒ No

Actively used and maintained at least one social media channel: Facebook • Twitter • SnapChat • Instagram • Neighborhood Group/Profile on NextDoor.com *

☒ Yes ☐ No

PROVIDE URLS *

Published an Op-Ed in a local newspaper *

☒ Yes ☐ No

Name of Paper and date published *

Ran an advertisement or public service announcement *

☒ Yes ☐ No

Name of media outlet and date published *

Published a press release *

☒ Yes ☐ No

Topic and date published *

Created a guide or manual *

☐ Yes ☒ No

Sent a reverse telephone call message two times per year *

☒ Yes ☐ No

Topics and dates *

Ran a lawn sign campaign *

☒ Yes ☐ No

Topics and dates *

Ran a message via a sandwich board, electronic ticker tape sign, mural, or billboard two times per year. *

☒ Yes ☐ No

Topic and dates *

Published a waste reduction goal or progress towards a previously declared goal *

☒ Yes ☐ No

Describe goal/progress *

An active recycling committee assisted with education and outreach *

☒ Yes ☐ No

Name of committee and contact information *

Tabled at a community event *

☒ Yes ☐ No

EVENT NAME, DATE *

Ran a poster campaign at point of purchase such as pharmacies, cafes, hardware stores, etc. and community gathering spots such as faith based centers, senior centers, youth/recreational centers, etc. *

☒ Yes ☐ No

Topics and dates *

Ran a public transportation advertising campaign *

☒ Yes ☐ No

Topics, dates, mode of media (bus, bus and station stops, train, etc.) *

Distributed recycling bins or tote bags to multi-family apartment units (must have printed recycling instructions, IQ Kit messaging, or Recycle Smart messaging) *

☒ Yes ☐ No

Distribution date(s) and number distributed *

Published a widely distributed paper or electronic newsletter *

☒ Yes ☐ No

publish schedule and mode (e, paper) *

Had a dedicated website containing a link to Beyond the Bin, and the RecycleSmartMA.org, and the Recycle Smart Widget *

☒ Yes ☐ No

PROVIDE WEBSITE URL *

Replaced municipal list of recyclable items with the Commonwealth's Smart Recycling List *

☒ Yes ☐ No

PROVIDE WEBSITE URL *

Operated an official municipal mobile application *

☒ Yes ☐ No

Name of application *

Installed permanent instructional decals or in-molded labels on all residential bins/carts *

☒ Yes ☐ No

date installed , label topic(s) *

ACCESS TO THE MUNICIPAL RECYCLING CENTER (pick one) *

- ☒ Haulers collecting from residential customers are encouraged to tip recyclables at the municipal facility; annual mailing required.[2 points]
- ☐ Residents not served by the municipal curbside recycling program have access to the municipal recycling center and are encouraged to participate via annual outreach. [1 point]
- ☐ Businesses are allowed to drop off recyclable materials and are encouraged to do so via annual outreach.[1 point]
- ☐ Municipal recycling center is open to non-residents for the free drop-off of recyclables (paper, bottles, cans, cardboard).[1 point]
- ☐ None of the above.

IMPLEMENTING THE TEXTILE RECOVERY INITIATIVE

To earn this point, your municipality must have completed FIVE or more of the activities below within the current fiscal year and before the grant deadline. Check all that apply.

1. Municipal recycling coordinator participated in Textile Recovery Media Toolkit Webinar offered by MassDEP on January 17, 2019 *

☒ Yes ☐ No

2. A link to MassDEPs Beyond the Bin Recycling Directory, <http://recyclesearch.com/profile/ma>, is in a prominent location on municipal recycling web page *

☒ Yes ☐ No

Paste here the URL to the municipal recycling web page *

3. News article or guest editorial on textile recovery was published in local newspaper *

☒ Yes ☐ No

4. Textile recovery information and locations posted on community boards (library, schools, town hall, community center, etc) *

☒ Yes ☐ No

List locations where poster or flyer is posted *

255 Character Max.

5. Quarterly online promotion of textile recovery takes place through blog post, social media, municipal web site, mobile application prompts, or electronic newsletter *

☒ Yes ☐ No

6. Textile recovery program is established at one or more schools *

☒ Yes ☐ No

Provide name of school(s)) and the textile recovery vendor *

255 Character Max.

7. Municipal recycling mailing to residents (e.g. direct mailer, postcard, statement stuffer, calendar) includes information about textile collection locations *

☒ Yes ☐ No

Attach PDF of the mailing to residents *

8. Annual or seasonal textile collection event or zero waste event that includes textile collection *

☒ Yes ☐ No

Provide event location (name of venue and address) *

100 Character Max.

Provide most recent event date *

9. Weekly curbside collection of textiles *

☒ Yes ☐ No

Provide name of vendor. *

10. Textile recovery PSAs or other videos to promote textile recovery air on local cable or radio station *

☒ Yes ☐ No

Provide name of station(s) *

100 Character Max.

11. Municipality has a regulation or ordinance in effect governing clothing/textile donation bins *

☒ Yes ☐ No

Attach PDF of ordinance or bylaw *

12. Permanent textile collection bin located at municipal drop-off, transfer station, library or other non-school public facility. *

☒ Yes ☐ No

Provide bin location (name of venue and address) *

255 Character Max.

13. Municipality tracks textile tonnage data from municipal collection sites and private sites (if available) and reported to MassDEP on the CY 2018 Recycling and Solid Waste Survey *

☒ Yes ☐ No

14. Municipality (DPW, School Dept., Fire Dept., etc.) purchases wiping cloths made from recycled textiles *

☒ Yes ☐ No

Provide name of supplier *

Summary of Points Claimed

Solid Waste Reduction

Organics

Bulky Items

Reuse

Yard Waste

Household Hazardous Waste

CHARM

Comprehensive Hauler Regs

Enforcement of Curbside Recycling

Waste Prevention Education/Outreach

Access to Municipal Recycling Center

Textile Recovery

TOTAL RDP POINTS CLAIMED

I have read the Grant Guidance for the Recycling Dividends Program and certify that all points claimed in this application meet the performance standards described therein. *

☐