



Massachusetts Department of Environmental Protection Sustainable Materials Recovery Program Grant Minimum Eligibility Requirements & Pre-requisites

Grant Applications Due **June 1, 2026**, at 11:59 PM ET

Changes from the previous grant cycle are conveyed in both yellow highlights and bold text.

Overview

The Sustainable Materials Recovery Program (SMRP) is designed to increase the diversion of materials from the solid waste stream through waste reduction, reuse, recycling, and composting programs, and to decrease the toxicity of the waste stream through household hazardous waste (HHW) diversion and use of environmentally preferred products (EPP). Matching funds are not required for this opportunity.

There are six (6) SMRP grant categories offered in the Spring 2026 cycle:

- [Drop-off Recycling Equipment](#)
- [Food Waste Collection Carts](#)
- [Pay-As-You-Throw \(PAYT\) Program Funds](#)
- [Recycling Dividends Program \(RDP\)](#)
- [Regional Small-Scale Initiatives](#)
- [Waste Reduction / Organics Capacity / Permanent Household Hazardous Waste Facility Project Proposals](#)

Eligible Applicants

The following entities are eligible to apply:

- Individual Massachusetts municipalities, and
- Regional governmental entities with legislative authorization may apply for grants on behalf of their Massachusetts member municipalities and residents. This category of applicants may include regional planning authorities, regional solid waste districts, and regional recycling cooperatives.

Submission Process

Applications will **only** be accepted via the [online reporting tool Re-TRAC Connect™](#). ALL municipalities and most solid waste districts have already been assigned a Re-TRAC Connect™ account. If you have forgotten your login information or are a new regional authority that needs guidance on establishing a new Re-TRAC account, contact Rebecca.Ferguson@mass.gov.

As a condition for receiving grant funds, grantees must comply with the requirements as described below before a SMRP grant application is submitted.

1. **Adoption of a Sustainable Purchasing/Environmentally Preferable Products Procurement Policy**
 - **The applicant must have either a Sustainable Purchasing Policy, or [Environmentally Preferable Products \(EPP\) Procurement Policy](#) in place as of June 1, 2026. More information, including a policy template, presentation, and municipal examples are available on the [SMRP website](#).**
 - **The Policy may be a bylaw or ordinance and must be enacted by the decision-making entity of the municipality, such as the Select Board, Town Meeting, or Mayor's Office.**
 - **The Policy must include the following three elements (at a minimum):**
 - **Commitment to purchasing products and services offered through the Operational Services Department's [Environmentally Preferable Products and Services Program](#), whenever feasible.**
 - **Adherence to [Federal Comprehensive Procurement Guidelines](#), or other established criteria, for minimum accepted recycled content levels when purchasing office supplies.**
 - **Preference to, whenever possible, purchase goods and equipment through reuse and surplus property networks. When purchasing new, look for durable, reusable, and refillable items. When goods and equipment are no longer needed, prioritize using reuse and surplus property networks before disposal.**

- **Note: The adoption of this new broader purchasing policy requirement replaces the former annual “Notification of Buy Recycled Policy” for this Spring26 grant cycle only. MassDEP expects to require municipalities to do an annual notification of their new Sustainable Purchasing or EPP Procurement Policy in future grant cycles.**
- 2. Municipal Recycling Data Reporting**
 - A municipal applicant must have filed completed CY2024 and CY2025 municipal Recycling and Solid Waste Surveys via [Re-TRAC Connect™](#).
 - An applicant that is a regional entity must ensure that each municipality supported by the grant application has completed their CY2024 and CY2025 municipal Recycling and Solid Waste Surveys.
 - 3. RDP Grant Funds Spending Plans and Reporting**
 - A municipal applicant with a balance in their RDP funds must file a completed CY2025 RDP Spending Report via [Re-TRAC Connect™](#).
 - An applicant that is a regional entity must ensure that each municipality supported by the grant application has completed their CY2025 RDP Spending Reports.
 - 4. Waste Ban Compliance**
 - Municipal applicants must demonstrate compliance with MassDEP’s [waste disposal bans](#) by certifying that paper, cardboard, bottles and can recycling is available in all municipal buildings, including schools at the time of application submission, or will be within 30 days of award notification.
 - Regional entities must certify that paper, cardboard, bottles and can recycling is available in all their offices and meeting spaces at the time of application submission or will be within 30 days of accepting a grant award.
 - 5. Other Compliance Issues**
 - Outstanding MassDEP compliance issues, including past due required reports, will not necessarily disqualify a municipality from receiving an award. However, any such award may be conditioned upon satisfactory resolution of said compliance issue.

Authorization to Submit Application

The person submitting the application must certify that they are authorized to apply for grants from the Commonwealth or have notified the appropriate official with such authorization. Once awards have been made, each grantee will enter into a grant award contract with MassDEP which will be signed by the official authorized to accept grants from the state.

Disadvantaged Communities

MassDEP is committed to supporting Disadvantaged Communities through its public investments and will prioritize projects that directly benefit communities with this designation. “Disadvantaged Communities” are communities that fall within one of three Affordability Tiers using a calculation based on the State’s “Adjusted Per Capita Income” (Per Capita Income * Employment Rate * Population Change (2020/2010) = APCI). The State’s Adjusted Per Capita Income for the purposes of this grant is \$59,997.31, from 2025, the most recent year of available data.

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

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

Evaluation Criteria

The following evaluation criteria apply to all SMRP grant offerings, except for the Regional Small-Scale Initiative and the Recycling Dividends Program (RDP), in addition to any other criteria listed in the individual grant program detail documents.

- Information provided on Recycling and Solid Waste Program Surveys,
- Information provided on the specific Grant Application,
- Information provided on the RDP Spending Report, including funding balances,

- Demonstrated need and likelihood of success,
- Past grant performance including outstanding grant requirements,
- Alignment with MassDEP's priorities as outlined in the grants and MassDEP's Solid Waste Master Plan, and
- Other criteria as identified in relevant grant categories.

Terms and Conditions

Grants awarded by MassDEP to municipalities and regional authorities are administered through a Master Agreement. In addition to the Master Agreement, municipalities and regional authorities receiving a grant will be required to sign a Grant Scope of Work (i.e., formerly known as "Grant Agreement") consisting of additional terms and conditions, scope of work, and budget. With the exception of RDP, grant awards will be distributed on a reimbursement basis based on actual costs, and terms contained in the Grant Scope of Work. Reimbursable expenses must be incurred after the application submittal date and after a Grant Scope of Work is fully executed by both parties. A detailed explanation of the documentation required for reimbursement is described for each program category.

Timeline

Grant applications will **open online on April 1, 2026**, via [Re-TRAC Connect™](#).

The annual Grant Information Webinar will be held on **Thursday, April 2, 2026, at 1:00 PM ET.**

Please register for the webinar in advance. The webinar will be recorded and the video, as well as the slides and any other supporting materials, will be posted and shared following the event.

Application Deadline

Application must be received by **June 1, 2026, at 11:59 PM ET.**

Questions

Beginning April 1, 2026, MassDEP will accept grant questions via [online form](#). The deadline for submitting questions is **Friday, May 1, 2026, at 5:00 PM ET**. Official responses to these questions will be shared and posted to the [SMRP Grant Website](#) no later than Friday, May 8, 2026.