



Attachment A

Recycling Dividends Program

The Recycling Dividends Program has two categories of criteria: one for communities that operate or contract for operation of curbside trash **and** recycling collection (“curbside”), and one for those with a transfer station for residents to drop-off trash **and** recycling (“drop-off”). Municipalities that do not provide both trash and recycling services to their residents are not eligible for RDP. Municipalities that offer both a curbside option for trash and recycling and a drop-off option for trash and recycling will file as “curbside”. However, they are eligible for other categories of SMRP (small scale initiatives, technical assistance from Municipal Assistance Coordinators) and would become eligible for RDP should they reinstate solid waste services.

Eligibility criteria will ramp up over time, leveraging increasing diversion results and lower solid waste disposal. Only one option may be selected in each criteria area.

MassDEP will conduct audits of several municipalities each year to insure that program information is accurate. Submittal of an RDP application that contains false or misleading data will be grounds for banning the municipality from the SMRP grant program for a minimum of 4 years.

Earning Points – Curbside Programs

Solid Waste Program

- SMART/PAYT program is currently in place which requires all trash to be placed in a SMART/PAYT bag [5 points]
- SMART/PAYT program is currently in place which allows each household to disposed of the “first bag / barrel free;” trash in excess of 35 gallons must be placed in a SMART/PAYT bag. A trash cart (35 gallons or less) collected weekly also qualifies [4 points]
- Trash Limit: Households are limited to the equivalent of 64 gallons of trash capacity per week (two 32-gallon barrels or one 64-gallon cart) [2 points]

Eligibility Notes:

- Sticker, tag and punch-card programs are not eligible as these programs do not ensure the consistency of bag size. This restriction consistent with our SMART/PAYT grant offering over the last several years which also does not provide grant funding for sticker, tag or punch-card programs;
- If “free bags” are provided to a subset of the households in excess of 4% of households served, the municipality is NOT eligible for the Full SMART/PAYT points, but does earn points as a “first bag free” program. This scenario occurs when bags are provided based on some criteria such as need or age;
- A 64-gallon trash cart program where excess trash is not collected would qualify for the trash limit points;
- A 64-gallon trash cart program where excess trash must be placed in an official town overflow fee-based bag, or in additional cart that carries annual fee, would qualify for the trash limit points;
- A 64-gallon trash cart program where excess trash can be brought to the transfer station at no cost, does NOT qualify for the trash limit points.

Organics

- Source separated food waste is collected, for composting, weekly from all households served by the municipal trash program [4 points]
- Source separated food waste is collected weekly from households currently participating in a pilot program [2 points]

Eligibility Notes:

- If you select the ‘pilot’ option you will be asked for the number of households in the pilot.

Bulky Items

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

Eligibility Notes:

- Bulky Items collected can be disposed or recycled;
- If your trash hauler is instructed not to collect one or more of these items, and you provide residents with the name of a company that will pick the item(s) up curbside, you can count those items toward the required three. For example, you instruct your trash hauler not to collect mattresses and you provide residents with the name and contract information for a company that, for a fee, will pick up mattresses.

Yard Waste

- 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 30 weeks per year [1 point]

Eligibility Note:

- Yard waste means: leaves, pine needles, grass clippings, prunings and brush;
- Criteria are silent on the number of days or hours per week that the drop-off must be open to earn points. This may change next year.

Mandatory Recycling Enforcement

- A dedicated Enforcement Coordinator spends a minimum of 19 hours per week on the street verifying compliance with the municipality's mandatory recycling program and issuing fines for non-compliance [3 points]

Eligibility Notes:

- The municipality must have, in effect as of June 11, 2014, a mandatory recycling regulation, ordinance or bylaw that provides for the issuing of fines for non-compliance. The enforcement coordinator must be actively enforcing the rules on or before June 11, 2014;
- In addition to enforcing mandatory recycling, the enforcement coordinator may also enforce other components of the solid waste program including trash limits and contaminants in recycling.

Household Hazardous Waste (HHW) Collection

- Host a permanent HHW collection center – minimum 6 x year [2 points]
- Participate in regional HHW collection center – min 6 x year [2 points]
- Participate in reciprocal arrangement – min 6 x year [2 points]
- Host comprehensive HHW collection events twice per year [1 point]

Eligibility Notes:

- Only comprehensive HHW collection events can be counted under this criterion. A comprehensive HHW collection event accepts a broad range of household hazardous products from residents, including but not limited to: pesticides, pool chemicals, oil based paint and other flammables, automotive products, elemental mercury, cleaning products and other chemicals;
- Collection events for only a subset of materials (ex., paint collection, motor oil collection) do not count toward the required minimum for the option selected;
- Assessing a user fee is allowable;
- To earn points for participating in "regional" HHW collection center a municipality must have an agreement with a regional collection center that is open a minimum of six times per year. This agreement may be in the form of a contract or memorandum of understanding. A membership fee is paid by participating municipalities to be part of the group. If you select this option you will be asked for the name of the facility;
- To earn points for participating in a "reciprocal" arrangement for HHW collection events a municipality must have an agreement with a group of municipalities that allows for unrestricted access to a minimum of six events hosted by the municipalities of the group. Requiring pre-registration is allowable but not a requirement. Asking out-of-town residents to arrive during a specified timeframe is allowable. The list of event locations, dates and times must posted to the

municipal website and be promoted through all other channels used for educating residents about HHW disposal options. If you select this option, you will be asked to list the other participating municipalities;

- To earn the point for hosting two comprehensive events per year, both events must be in your municipality. If you select this option you will be asked for the date of the last event and the date of the next event;
- NO POINTS are earned by municipalities who are essentially “hands-off” or “washed hands” when it comes to HHW, merely directing residents to open events in other municipalities;
- Directing residents to privately owned HW facilities does not count.

Center for Hard to Recycle Materials (CHARM) [2 points]

To qualify for the CHARM points the municipality must meet all of the following criteria:

1. Items collected for **recycling** at a **single permanent location**
2. The Center must be open a minimum of once per month
3. The Center must be in your municipality or a contiguous community (i.e., shares a border)
4. Residents must be able to drop-off a minimum of 5 items listed below:
 - Automotive wastes – must collect all of the following: antifreeze, waste oil, tires, auto batteries
 - Books/media
 - Bulky rigid plastics
 - Carpet
 - Electronic wastes – all computer and TV related electronics
 - Expanded polystyrene (ex., Styrofoam)
 - Large appliances
 - Mattresses
 - Mercury bearing products – must collect all of the following: fluorescent lamps/CFLs, button batteries, thermostats, thermometers, other mercury containing products
 - Paint
 - Textiles
 - Wood

Eligibility Notes:

- Tires – you can still qualify if the tire recycler you use sells a portion of their shredded tires for fuel;
- Paint – may be sent for recycling, fuels blending, or hazardous waste disposal;
- Mattresses – deconstructing a mattress and recycling the wood and metal, and disposing of the foam, batting and fabric will count as recycling for this criterion.
- Wood – Collecting mixed C&D and sending it to a C&D processor does not count. This must be source separated C&D wood. MassDEP is trying to drive better and higher uses of materials sent to C&D processors.

Earning Points – Drop-off Programs

Solid Waste Program

- SMART/PAYT program is currently in place which requires all trash to be placed in a SMART/PAYT bag [4 points]
- A Save-Money-and-Reduce-Trash/PAYT program is currently in place where the municipality provides households with no more than 50 SMART/PAYT bags per year. Residents must purchase PAYT bags for trash in excess of 50 bags [3 points]

Eligibility Notes:

- Sticker, tag and punch-card programs are not eligible as these programs do not ensure the consistency of bag size. This is consistent with our SMART/PAYT grant offering over the last several years which also does not provide grant funding for sticker, tag or punch-card programs;
- A “first bag free” program applies to municipalities that give their residents no more than 52 bags per year, usually as part of the transfer station sticker renewal process;
- If “free bags” are provided to a subset of the households in excess of 4% of households served, the municipality is NOT eligible for the Full SMART/PAYT points, but does earn points as a “first

bag free” program. This scenario occurs when bags are provided based on some criteria such as need or age.

Swap Shop

- Municipally operated drop-off for reusable home goods and furnishings for others to take [2 points]

Eligibility Notes:

- The municipality must be able to store reusable items out of the weather in a structure with four walls and a roof.
- A ‘swap area’, or ‘swap table’ that is cleared into the trash (solid waste) at the end of each day does not qualify for these points.

Organics

- Source separated food waste collected at a municipally owned collection center [2 points]

Bulky Items

- Minimum fee of \$5 for at least 3 of these items: Mattresses, upholstered furniture, wood furniture, toilets, sinks, carpet [1 point]

Eligibility Notes:

- Bulky Items collected can be disposed or recycled;
- If you do not accept one of these items for disposal or recycling, and instead you provide residents with the name of a company that will pick the item(s) up curbside for a fee, you can count this item toward the required three. For example, if you do not accept mattresses at your transfer station for recycling or disposal and instead you provide residents with the name and contact information of a company that, for a fee, will pick up a mattress curbside, this counts.

Yard Waste

- Drop-off location open minimum of 30 weeks per year [2 points]

Eligibility Note:

- Yard waste means: leaves, pine needles, grass clippings, prunings and brush;
- Criteria are silent on the number of days or hours per week that the drop-off must be open to earn points. This may change next year.

Household Hazardous Waste (HHW) Collection

- Host a permanent HHW collection center – minimum 6 x year [2 points]
- Participate in regional HHW collection center – min 6 x year [2 points]
- Participate in reciprocal arrangement – min 6 x year [2 points]
- Host comprehensive HHW collection events twice per year [1 point]

Eligibility Notes:

- Only comprehensive HHW collection events can be counted under this criterion. A comprehensive HHW collection event accepts a broad range of household hazardous products from residents, including but not limited to: pesticides, pool chemicals, oil based paint and other flammables, automotive products, elemental mercury, cleaning products and other chemicals;
- Collection events for only a subset of materials (ex., paint collection, motor oil collection) do not count toward the required minimum for the option selected;
- Assessing a user fee is allowable;
- To earn points for participating in “regional” HHW collection center a municipality must have an agreement with a regional collection center that is open a minimum of six times per year. This agreement may be in the form of a contract or memorandum of understanding. A membership fee is paid by participating municipalities to be part of the group. If you select this option you will be asked for the name of the facility;
- To earn points for participating in a “reciprocal” arrangement for HHW collection events a municipality must have an agreement with a group of municipalities that allows for unrestricted access to a minimum of six events hosted by the municipalities of the group. Requiring pre-

registration is allowable but not a requirement. Asking out-of-town residents to arrive during a specified timeframe is allowable. The list of event locations, dates and times must be posted to the municipal website and be promoted through all other channels used for educating residents about HHW disposal options. If you select this option, you will be asked to list the other participating municipalities;

- To earn the point for hosting two comprehensive events per year, both events must be in your municipality. If you select this option you will be asked for the date of the last event and the date of the next event;
- NO POINTS are earned by municipalities who are essentially “hands-off” or “washed hands” when it comes to HHW, merely directing residents to open events in other municipalities;
- Directing residents to privately owned HW facilities does not count.

Center for Hard to Recycle Materials (CHARM) [2 points]

To qualify for the CHARM points the municipality must meet all of the following criteria:

2. Items collected for **recycling** at a **single permanent location**
3. The Center must be open a minimum of once per month
4. The Center must be in your municipality or a contiguous community (i.e., shares a border)
5. Residents must be able to drop-off a minimum of 7 items listed below:
 - Automotive wastes – must collect all of the following: antifreeze, waste oil, tires, auto batteries
 - Books/media
 - Bulky rigid plastics
 - Carpet
 - Electronic wastes – all computer and TV related electronics
 - Expanded polystyrene (ex., Styrofoam)
 - Large appliances
 - Mattresses
 - Mercury bearing products – must collect all of the following: fluorescent lamps/CFLs, button batteries, thermostats, thermometers, other mercury containing products
 - Paint
 - Textiles
 - Wood

Eligibility Notes:

- Tires – you can still qualify if the tire recycler you use sells a portion of their shredded tires for fuel;
- Paint – may be sent for recycling, fuels blending, or hazardous waste disposal;
- Mattresses – deconstructing a mattress and recycling the wood and metal, and disposing of the foam, batting and fabric will count as recycling for this criterion
- Wood – Collecting mixed C&D and sending it to a C&D processor does not count. This must be source separated C&D wood. MassDEP is trying to drive better and higher uses of materials sent to C&D processors.

Hauler Regulation

The municipality has a hauler regulation, ordinance or bylaw that is actively enforced, which requires private haulers providing trash collection service to residents to also provide recycling collection at one integrated price [3 points]

Eligibility Notes:

- If you select this option you will be asked to attached a copy of the regulation, ordinance or bylaw which demonstrates the integrated pricing requirement;
- If you select this option you will be required to draft and attach documentation demonstrating **active enforcement** is taking place. This should include, but is not limited to: description of the enforcement protocol or procedure, identification by title of the person(s) responsible for enforcement, documentation of warnings given, fines levied and permits revoked as a result of this enforcement activity.

Hauler and Business Recycling Access

- Haulers collecting from residential customers are encouraged to tip recyclables at a municipal facility; annual mailing required [2 points]
- Businesses are encouraged to bring recyclables to the municipal drop-off; annual mailing required [1 point]

Eligibility Notes for hauler access:

- Private haulers serving your residents may plan their collection routes such that they are also collecting from residents in another municipality in the same load. To earn these points, the hauler must be able to tip recyclables even if all of the material is not generated by your residents;
- Must be able to accommodate small packer trucks;
- Must be able to take loads greater than 5 cubic yards, which may require a permit change;
- This may not be feasible for some transfer stations due to facility size and capability to handle increased volume;
- May meet outreach requirement by doing outreach to permitted haulers;
- May charge a fee for haulers to tip recyclables;
- If local regulation, ordinance or bylaw prohibits private haulers from tipping recyclables generated and collected in another municipality, then you are NOT eligible for these points.