



OFFICE OF THE GOVERNOR  
**COMMONWEALTH OF MASSACHUSETTS**  
STATE HOUSE • BOSTON, MA 02133  
(617) 725-4000

**CHARLES D. BAKER**  
GOVERNOR

**KARYN E. POLITO**  
LIEUTENANT GOVERNOR

November 15, 2021

Dear Mayor Joseph A. Curtatone,

Congratulations! I am pleased to notify you that the City of Somerville has been awarded a Recycling Dividends Program grant of \$36,000 through the Sustainable Materials Recovery Program. I want to thank you for your commitment to reducing waste and increasing recycling for the benefit of our communities and the environment.

Enclosed you will find further instructions from the Department of Environmental Protection on next steps. Please feel free to contact Janine Bishop at [Janine.Bishop@mass.gov](mailto:Janine.Bishop@mass.gov) if you have any questions.

Governor Charles D. Baker

A handwritten signature in blue ink that reads "Charles Baker".

Lt. Governor Karyn E. Polito

A handwritten signature in blue ink that reads "Karyn E. Polito".



Commonwealth of Massachusetts  
Executive Office of Energy & Environmental Affairs

## Department of Environmental Protection

One Winter Street Boston, MA 02108 • 617-292-5500

Charles D. Baker  
Governor

Karyn E. Polito  
Lieutenant Governor

Kathleen A. Theoharides  
Secretary

Martin Suuberg  
Commissioner

November 15, 2021

Joseph A. Curtatone  
City of Somerville  
93 Highland Avenue  
Somerville, MA 02143

Dear Mayor Curtatone,

Congratulations! It is my pleasure to inform you that the Massachusetts Department of Environmental Protection (MassDEP) has awarded the City of Somerville Recycling Dividends Program funds under the Sustainable Materials Recovery Program. The City of Somerville has earned 9 points and will receive \$36,000.

The Sustainable Materials Recovery Program (SMRP) was created under 310 CMR 19.300-303 and the Green Communities Act, which directs a portion of the proceeds from the sale of Waste Energy Certificates to recycling programs approved by MassDEP. The Recycling Dividends Program (RDP) provides payments to municipalities that have implemented specific programs and policies proven to maximize reuse, recycling, and waste reduction. We are awarding over \$3.1 million in RDP payments to 226 municipalities in this round of funding. The next application for SMRP funding will be released in April 2022.

Recycling programs play a vital role in limiting our dependence on landfills and incinerators, reducing greenhouse gas emissions and supporting economic activity in the Commonwealth. Recycling Dividend Program funds foster investment in local programs including recycling equipment, organics diversion, outreach and education, pilot programs, school recycling, toxics reduction and more. MassDEP has invested in developing nationally recognized tools to assist municipalities with reducing recycling contamination and improving public awareness of smart recycling practices. We encourage you to utilize the [Recycling IQ Kit](#) and [Recycle Smart MA](#) website and to consult with your MassDEP [Municipal Assistance Coordinator](#) for assistance in implementing these best practices.

To accept your Recycling Dividends Program (RDP) award, please sign and return the attached RDP Contract via email before January 15, 2022. After we receive your signed contract, funds will be sent to your community. Should you have any questions, please email Janine Bishop at [janine.bishop@mass.gov](mailto:janine.bishop@mass.gov).

The increased challenge of maintaining our vital solid waste and recycling programs during a pandemic underscores the critical role of local government in keeping our communities safe and clean. Thank you for your continued commitment to recycling and waste reduction in Massachusetts.

Sincerely,

Martin Suuberg  
Commissioner

cc: **Vithal Deshpande, Environmental Coordinator**



Checklist for Recycling Dividends Program Grant Award

**This document contains important grant deadlines and requirements**

**STEP ONE: EXECUTING THE CONTRACT**

It is the responsibility of the municipal Recycling Contact to ensure that the RDP Contract is signed by an **individual currently holding one of the Titles** listed on the Authorized Signatory Listing form, which your municipality filed with MassDEP in the spring of 2017. If the person(s) listed on the form has changed (for example, a new Mayor has been elected), the municipal official with the same title may sign the RDP Contract and a new Authorized Signatory Listing form **IS NOT REQUIRED**.

Please sign and email the RDP Contract to [janine.bishop@mass.gov](mailto:janine.bishop@mass.gov) for processing of payment no later than **January 15, 2022 or funds may be forfeited**. Acceptable forms of signature are:

1. Traditional “wet signature” (ink on paper, scan and email);
2. Electronic signature that is either a hand drawn signature using a mouse or finger if working from a touch screen device; or
3. Electronic signatures affixed using a digital tool such as Adobe Sign or DocuSign.

**STEP TWO: TRACK EXPENDITURES BY APPROVED EXPENSE CATEGORY**

- This is not a reimbursement-based grant. Your award payment will be processed as soon as the RDP Contract is returned.
- However, you are required to keep track of approved expenditures, by expense categories. Pre-approved spending of RDP grant funds is listed in the Grant Guidelines. Please follow this list of approved spending; **a municipality is allowed one special spending request per year for an item not found on the approved spending list**. If your municipality intends to spend its grant funds on an item or service not listed, you must contact Wilfred Mbah.
- Be prepared to be audited.

**STEP THREE: REPORT EXPENDITURES AND REMAINING BALANCE**

- The municipality is required to report all expenditures from the previous calendar year no later than February 15<sup>th</sup>.

Contact [Janine Bishop](#) with any questions.