

# SWANA RECYCLING TECHNICAL ASSISTANCE STUDY

## GUIDANCE FOR A NEWLY MANDATED RECYCLING PROGRAM

Prepared for:

SOUTH HEIDELBERG TOWNSHIP,  
BERKS COUNTY, PENNSYLVANIA



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**HARRISBURG, PENNSYLVANIA**

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TECHNICAL ASSISTANCE STUDY**

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**FIGURES**

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Figure 1: Site Location Map

**SWANA TECHNICAL ASSISTANCE STUDY**  
**GUIDANCE FOR CONTRACTING TRASH COLLECTION**  
**AND RECYCLING SERVICES**

**1.0 INTRODUCTION**

Through the partnership with the Solid Waste Authority of North America (SWANA), the Pennsylvania State Association of Township Supervisors, and the Pennsylvania Department of Environmental Protection (PADEP), South Heidelberg Township was awarded \$6,000 in technical assistance to be provided by Gannett Fleming, Inc.

South Heidelberg is requesting assistance from Gannett Fleming to provide information and guidance on implementing a new curbside recyclables and waste collection program. The Township is interested in understanding the approach to starting a newly mandated curbside recycling program and the relevant PADEP requirements for implementation of the program. The Townships goal is to meet the PADEP requirements for implementing a newly mandated curbside recycling program including the proper management of yard waste.

**1.1 Scope of Work**

Gannett Fleming worked with South Heidelberg to develop the following three tasks:

**Task #1** Gannett Fleming will work with South Heidelberg staff to gather and evaluate background information on the Township including local haulers activities, existing yard waste collection, and any other pertinent background information. As applicable, specific Township needs and/or problems associated with the current Township setting/system will be identified.

**Task #2** GF will compile guidance information and information on PADEP requirements and regulations that are applicable to implementing a mandated recycling program. GF will attach or include all pertinent information in the final report. Although guidance information will be included in the final report, this information will be shared and distributed to South Heidelberg as it is attained during this study in order to expedite the assistance process and to expedite implementation of the program.

**Task #3** GF will provide South Heidelberg Township with a summary report that will include background, guidance information for implementation of a curbside program, and corresponding recommendations.

**2.0 BACKGROUND**

South Heidelberg is home to approximately 5,500 and is located on the western edge of Berks County (Figure 1). Due to the 2000 Census count and the Township population density, South Heidelberg is now mandated under Act 101 to provide a curbside recycling program for its residents. Under the existing system, several private waste haulers compete to provide waste collection and recycling collection services. The Township has no expertise in implementing a curbside recycling or curbside trash collection program.

**3.0 EXISTING WASTE COLLECTION SERVICES**

**3.1 Haulers**

Currently BFI, Waste Management, and J.P. Mascaro are the three primary haulers that provide waste collection and/or recycling services to the majority of South Heidelberg residents. Recycling services are offered by BFI and J.P. Mascaro. Waste Management does not currently provide recycling services to South Heidelberg residents.

Residents are responsible for contracting with one of these haulers (or another smaller hauler) for collection services. In this type of collection system, often called “private subscription”, the hauler bills the individual resident directly. It should be noted that local cost experience from Pennsylvania municipalities has shown that multiple haulers competing in the same service area for residential customers often results in higher collection costs for the residents (as compared to the cost per resident for municipally contracted collection services).

**3.2 Cost for Trash and/or Recycling Services**

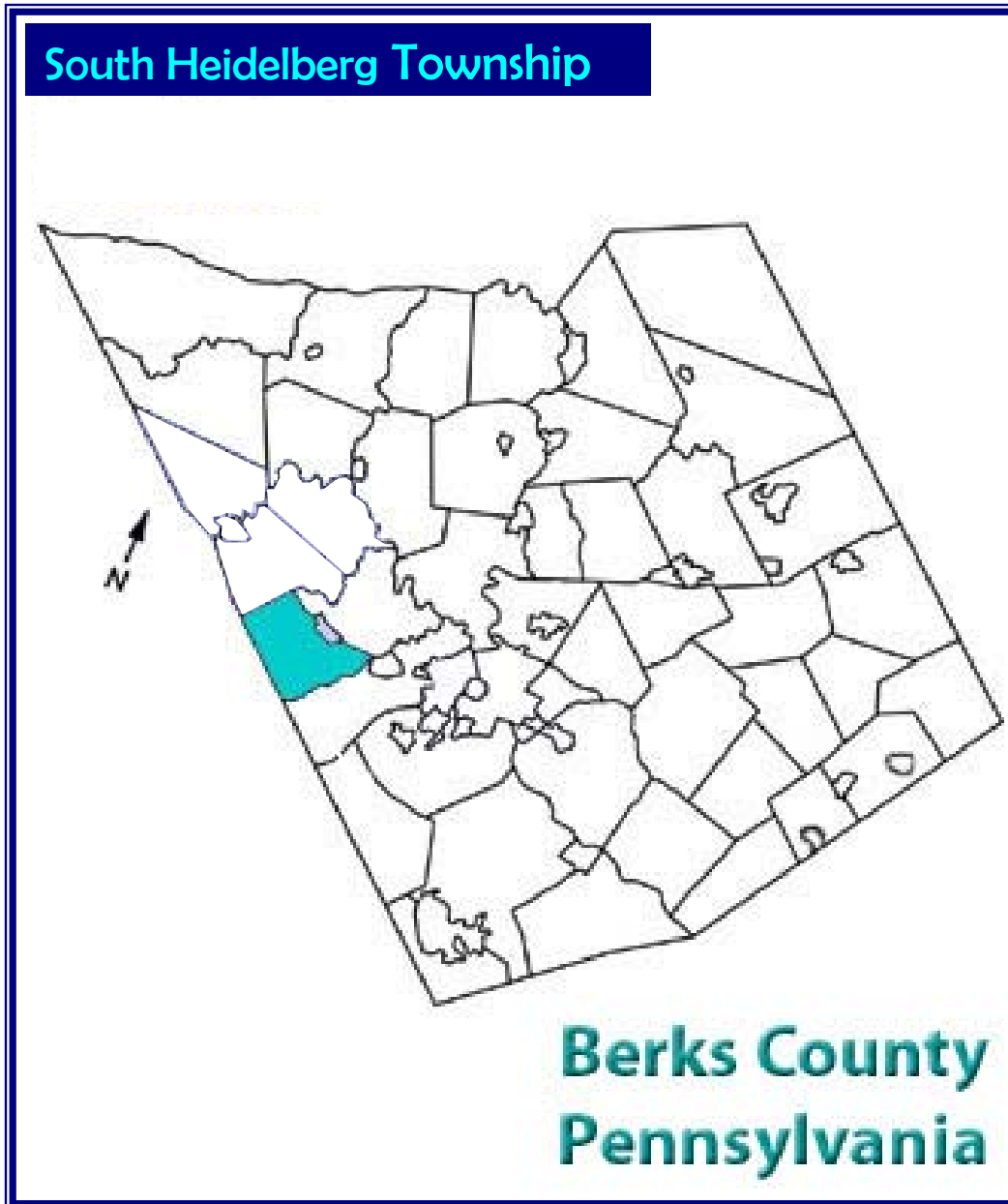
Table 1 shows the current pricing per household for waste collection and/or recycling services for the three largest haulers operating in South Heidelberg Township.

**Table 1: Monthly Pricing for South Heidelberg Waste Collection and/or Recycling**

<b>Hauler</b>	<b>Trash and Recycling (cost per month)</b>	<b>Trash only (cost per month)</b>	<b>Annual Cost (approximate)</b>
BFI <sup>(1)</sup>	\$25.80	-	\$309.60
J.P. Mascaro <sup>(2)</sup>	\$24.70 or \$26.70	-	\$296.40 or 320.40
Waste Management <sup>(3)</sup>	-	\$27.25	\$327.00

- (1) BFI bills residents quarterly (\$77.40/quarter)
- (2) J.P. Mascaro offers two prices based on the number of pick-ups per week
- (3) Waste Management does not offer recycling services for South Heidelberg

**Figure 1**  
**Project Location Map**



#### **4.0 RECYCLING**

South Heidelberg does not currently implement a curbside or other comprehensive recycling program for recyclables. As a mandated municipality under the Municipal Waste Planning, Recycling and Waste Reduction Act of 1988 (Act 101), the Township must implement a curbside recycling program. The Township must develop an ordinance that requires Township residents to recycle at least three recyclable materials from the list of recyclable materials designated by Act 101 (refer to subsection 6.1.3).

#### **4.1 Commercial Recycling**

The Municipal Waste Planning, Recycling and Waste Reduction Act of 1988 (Act 101) requires commercial, institutional and municipal establishments located in Pennsylvania’s mandated municipalities to recycle:

- High-grade office paper
- Corrugated paper
- Aluminum
- Leaf waste

In addition, establishments must recycle any other materials included in the municipality’s recycling ordinance or regulations, which may include glass, newsprint, plastics, and/or steel and bimetallic cans. Currently South Heidelberg does not have a solid waste or recycling ordinance. A model recycling ordinance developed by Alternative Resources, Inc. (ARI) is provided in Appendix A. As a newly mandated municipality, businesses and institutions with facilities located within South Heidelberg Township *must* implement recycling programs.

Although the details of commercial recycling activities in the South Heidelberg are unknown, haulers operating in the Township are providing recycling services to some of the commercial establishments. It is very likely, however, that the commercial recycling services provided are not (in many instances) in compliance with Act 101 requirements. Often, even in municipalities that have been mandated for a long time, commercial business may not recycle all or any of the materials designated by Act 101. It will be the Township’s responsibility to educate the commercial businesses (and as necessary, haulers) of their recycling responsibilities. The establishments, however, are responsible for arranging for the collection and recycling of all designated materials.

All commercial, institutional and municipal entities must provide written documentation as to the type and weight of materials recycled annually. These recycling reports should be provided to South Heidelberg by a due date specified by the Township. PADEP offers the electronic commercial report form provided in Appendix B.

#### **4.2 Drop-off recycling**

Drop-off recycling or drop-off systems for leaf waste are not an option in terms of replacing curbside collection for residential, commercial, institutional or municipal establishments in Act 101 mandated communities. Drop-off sites are optional in the sense that they can supplement a curbside collection system.

##### **4.2.1 Berks County Recyclables Drop-off Locations**

The following Berks County recyclables drop-off locations are available to South Heidelberg and other Berks County residents:

**BERKS COUNTY RECYCLING CENTER**  
Hill Top Road  
Off County Welfare Road  
Bern Township  
Leesport, PA 19533

610-378-5117

Weekdays 8:00 a.m. to 5:00 p.m.

*Materials Accepted:* Clear, brown, green glass, aluminum and bi-metallic cans, plastic PET #1 and HDPE #2 newsprint, cardboard, phonebooks, magazines, junk mail, catalogs, office paper all grades, and paperboard.

**CLIFFORD HILL SANITATION**

780 Noble Street

Kutztown, PA 19530

610-683-7086

Weekdays 7:00 a.m. to 4:00 p.m.

Saturday 7:00 a.m. to 11:00 a.m.

*Materials Accepted:* Clear, brown glass, aluminum cans, newsprint, car tires \$5.00 to \$7.00 each, motor oil (1 gal. only accepted w/clear glass or aluminum cans), car and truck batteries, appliances (no freon \$15.00 - with freon \$25.00).

**NESTER'S SANITATION INC.**

142 Marion Street

Hamburg, PA 19526

610-562-7673

*Materials Accepted:* Glass, plastics, aluminum and bi-metallic cans, cardboard, newspapers, magazines, batteries, in combination with other materials

**POTTSTOWN LANDFILL & RECYCLING CENTER**

Route 100 and State Street

Pottstown, PA 19464

610-327-2703

Weekdays 8:00 a.m. to 3:00 p.m.

*Materials Accepted:* Clear, green, and brown glass, plastic PET #1 and HDPE #2, aluminum and bi-metallic cans, newsprint, cardboard, office paper, paperboard, phonebooks, magazines, catalogs, junk mail, and tires ( \$5.00 each max 4, off-rim only, car only)

**CONESTOGA LANDFILL**

Mineview Drive

P. O. Box 128

Morgantown, PA 19543

610-286-6844

Weekdays 8:00 a.m. to 5:00 p.m.

Saturday 8:00 a.m. to 10:00 a.m.

*Materials Accepted:* Clear glass, aluminum and bi-metallic cans, newsprint, cardboard, phonebooks, magazines, and catalogs

## **5.0 LEAF WASTE**

### **5.1 Existing South Heidelberg Leaf Collection Services**

The Township does not currently operate a curbside yard waste collection system or yard waste drop-off disposal site. The Township currently collects leaves in limited areas of the Township comprising approximately twenty percent of Township households. In past years leaves were dumped at a local farm. In 2002, after the leaves were collected, they were taken to W. D. Zwicky and Sons in Robesonia. The Township provides leaf collection services with a truck equipped with a leaf box (approximately 12 cubic yards) and a leaf picker.

Information for Zwicky’s private yard waste drop-off processing and recycling facility used by the Township is presented below:

#### ***ZWICKY PROCESSING & RECYCLING***

R. D. #1 Box 285  
Robesonia, PA 19551  
610-693-5606  
Weekdays 8:00 a.m. to 5:00 p.m.  
Saturday 8:00 a.m. to noon  
Cost (advertised) - \$3.00 per cu. yd.

*Materials Accepted:* Grass clippings, leaves, brush, stumps, pallets, skids, wood (not painted or treated)

#### **5.1.1 Cost For Leaf Collection Provided by the Township**

The cost for leaf disposal at Zwicky’s site is \$1.00 per cubic yard. In 2002 the Township disposed of approximately 564 cubic yards of leaves at a cost of \$564.00. As shown below, 564 cubic yards of vacuumed leaves is approximately 92 tons using a 1996 USEPA conversion table for vacuumed leaves.

$$564 \text{ cubic yd} \times (325 \text{ cubic yd/ton}) / 2000 = 91.65 \text{ tons of vacuumed leaves}$$

Staff costs for leaf collection for the two Township employees was estimated at \$2019.00. Estimated fuel cost for vehicle operation was \$350.00. In 2002 the total estimated cost for collection and disposal of 92 tons of leaves from approximately twenty percent of the Township’s households was \$2,933. All costs associated with leaf collection and disposal are currently paid for from the Township’s general fund.

## **5.2 Leaf Waste Requirements as a Mandated Municipality**

As a mandated municipality, South Heidelberg is required to provide for the collection of “leaf waste” for residents as described by the corresponding regulations presented in section 6.0 of this report. “Leaf waste” is defined as leaves, garden residues, shrubbery and tree trimmings, and similar material, but not including grass clippings. Collection of other yard waste materials (e.g. grass clippings), is not required by the Act 101 recycling mandate but is often included with mandated curbside recycling programs.



### **5.2.1 Decision Making and Leaf Waste Collection**

The Township will need to decide if the municipality should provide these services with its own staff and equipment or contract for curbside leaf waste collection services. The frequency of leaf collection pick-ups is not specified by the regulations and is often done seasonally. The Township will need to determine the number of collection days made available for residents. The number of collection days (and specific service offered) will most likely affect the cost in both a municipally run or contracted leaf waste collection system. It should be noted that residents could be unsatisfied if Township or contracted services do not meet the needs (e.g. desired number of collection days) of the residents.

The Township could attempt to provide leaf waste collection services (say at least for a year) as a trial period to see if the Township could handle collection for the whole Township. Residents could be encouraged to compost the material and this may minimize curbside participation and the total amount of material that will require collection and disposal. It is unknown how much material will be generated by participating residents throughout the Township - especially since burning of leaves will no longer be an option after the ordinance is revised to be compliant with Act 101.

A drop-off location is not an option for replacing curbside collection of “separated” materials, which includes leaf waste.

## **6.0 COMPETITIVE PROCUREMENT**

Contracting municipal waste collection services along with curbside recycling services is often a natural step in the process of implementing a mandated curbside recycling program. The Township will need to decide on the desired structure of the mandated recycling program and any corresponding waste collection services/system before bidding for these services.

If the Township elects to bid for recycling and/or waste collection services, the Township should develop specifications for the bid based on Act 101 requirements and the specific needs of the Township. It is highly recommended that a solicitor work with the Township during this process. As the result of the competitive procurement process, the Township can then enter into contracts or agreements with the selected lowest responsible bidder(s). The award may be for one hauler or for more hauler(s) handling specific collection services (e.g. waste collection only, recyclables collection only, waste and recyclables collection). Typically, contracted recyclables collection services are provided on a weekly basis.

Contracted recycling services and/or waste collection services provide the Township with a fair amount of control over the collection system for recyclables and for refuse materials. The Township may elect to manage the billing for these services and have the hauler charge the municipality directly. In this scenario the Township may attach a “system” or “admin” fee for administering the billing service. Some PA municipalities also use the assessed fee to secure revenues to support the administration and operation of their leaf collection or compost program.

## **6.1 Public Participation**

Frequently there is some level of public opposition to the idea of a municipality contracting out the collection service(s). Residents may feel the municipality is taking away their privilege to select a specific hauler and to select the level of service they desire or require. The affected private haulers (usually smaller haulers) and residents may also argue that the Township is putting small businesses out-of-business because the small haulers cannot compete with the bids from larger haulers. The Township should proceed carefully and openly with the concept of going to a contracted hauler system. It is important to hold public meetings to introduce the intentions of the municipality. Haulers and other stakeholders should be invited to at least one meeting where comment is invited. Meetings involving the public will be helpful in understanding how receptive the residents and stakeholders will be to the proposed change.

## **7.0 TITLE 25, PENNSYLVANIA CODE – RECYCLING REGULATIONS**

As specified by PADEP, all mandated communities should schedule to have their recycling ordinances in place to meet Act 101 recycling requirements by March 17, 2003. This section references some of the pertinent recycling regulations for mandated communities as they are presented in the Pennsylvania Code, Title 25.

### **7.1 Definitions (§ 271.1)**

*Leaf waste*—Leaves, garden residues, shrubbery and tree trimmings, and similar material, but not including grass clippings.

*Occupied dwelling*—A permanent building or fixed mobile home that is currently being used on a regular or temporary basis for human habitation.

### **7.2 Affected municipalities (§ 272.411)**

(a) By September 26, 1990, a municipality other than a county that has a population of 10,000 or more shall establish and implement a source separation and collection program for recyclable materials in accordance with this subchapter.

(b) By September 26, 1991, a municipality other than a county that has a population of more than 5,000 but less than 10,000 and which has a population density of more than 300 per square mile, shall establish and implement a source separation and collection program for recyclable materials in accordance with this subchapter.

(c) For purposes of this section, population shall be determined by the most recent decennial census by the Bureau of the Census of the United States Department of Commerce.

(d) The results of the 2000 census, or a subsequent decennial census, shall affect a municipality's obligation to establish and implement a recycling program under this subchapter only as follows:

(1) A municipality that meets requirements of subsection (a) or (b) but which was not required by the previous decennial census to conduct a recycling program, shall establish and

implement a source separation and collection program in accordance with this subchapter within 2 years after the census data becomes official.

(2) A municipality that no longer meets the requirements of subsection (a) or (b) based on the most recent decennial census, but which was required by the previous decennial census to conduct a recycling program, may discontinue the program.

### **7.3 Program Elements (§ 272.421)**

The source separation program shall include, at a minimum, the following elements:

(1) An ordinance or regulation adopted by the governing body of the municipality, in accordance with § 272.422 (relating to municipal ordinance).

(2) A scheduled day during which separated materials are to be placed for collection at the curbside. Collection shall be at least once per month for materials other than leaf waste. Collection for leaf waste shall be scheduled as appropriate. If no curb exists, separated materials shall be placed at a location similar to the curb where they may be collected easily.

(3) A system, including trucks and related equipment, that collects recyclable materials from the curbside or similar location at least once per month from each residence or other person generating municipal waste in the municipality.

(4) A public information and education program, in accordance with § 272.423 (relating to public information and education).

(5) Provisions for the recycling of collected materials.

### **7.4 Municipal Ordinance (§ 272.422)**

(a) The ordinance or regulation adopted by the governing body of the municipality shall contain the following requirements:

(1) Persons shall separate at least three materials from municipal waste generated at their homes, apartments and other residential establishments, and shall store the materials until collection. The three materials shall be designated in the ordinance, and shall be chosen from the following:

- Clear glass
- Colored glass
- Aluminum
- Steel and Bimetallic cans
- High-grade office paper
- Newsprint
- Corrugated paper and Plastics

(2) Persons shall separate leaf waste from municipal waste generated at their homes, apartments and other residential establishments until collection, unless those persons have otherwise provided for the composting of leaf waste.

(3) Persons shall separate high grade office paper, aluminum, corrugated paper and leaf waste generated at commercial, municipal or institutional establishments and from community activities, and store the materials until collection. The ordinance may designate additional materials for recycling.

(b) The ordinance shall allow an owner, landlord or agent of an owner or landlord of multifamily rental housing properties with four or more units to comply with its responsibilities under this subchapter by establishing a collection system for recyclable materials at each property. The collection system shall include suitable containers for collecting and sorting materials, easily accessible locations for the containers and written instructions to the occupants concerning the use and availability of the collection system. Owners, landlords and agents of owners or landlords who comply with the ordinance under this subsection are not liable for the noncompliance of occupants of their buildings.

(c) The ordinance shall exempt persons occupying commercial, institutional and municipal establishments within its municipal boundaries from the ordinance if the following requirements are met:

(1) The persons have otherwise provided for the recycling of materials that they are required by this subchapter and the ordinance to recycle.

(2) The persons annually provide written documentation to the municipality of the amount of municipal waste generated as well as the type and weight of materials that were recycled in the previous calendar year.

(d) Nothing in the ordinance or regulation may impair the ownership of separated materials by the persons who generated them until separated materials are placed at curbside or similar location for collection by the municipality or its agents.

## **7.5 Public Information and Education (§ 272.423)**

(a) A municipality subject to this subchapter shall establish a comprehensive and sustained public information and education program concerning recycling program features and requirements. As part of this program, a municipality shall, at least 30 days prior to the initiation of the recycling program and at least once every 6 months thereafter, notify persons occupying residential, commercial, institutional and municipal premises within its boundaries of the requirements of the ordinance. This notice shall include an explanation of how the system will operate, the dates of collection, and responsibilities of persons within the municipality and incentives and penalties.

(b) The governing body of a municipality may place an advertisement in a newspaper circulating in the municipality, post a notice in a public place where public notices are customarily posted, including a notice with other official notifications periodically mailed to residential taxpayers, or utilize a combination of the foregoing.

## **7.6 Implementation (§ 272.424)**

(a) Except as provided in subsection (b), a municipality shall implement its responsibilities for collection, transportation, processing and marketing materials under this subchapter in one or more of the following ways:

- (1) Collect, transport, process or market materials as required by this subchapter.
- (2) Enter into contracts with other persons or license other persons for the collection, transporting, processing or marketing of materials as required by this subchapter. A person who enters into a contract or is licensed under this subsection shall be responsible with the municipality for the implementation of this section.

(b) Nothing in this subchapter requires a municipality to collect, transport, process and market materials or to contract for the collection, transportation, processing and marketing of materials from an establishment or activity if the following are met:

- (1) The municipality is not collecting and transporting municipal waste from the establishment or activity.
- (2) The municipality has not contracted for the collection and transportation of municipal waste from the establishment or activity.
- (3) The municipality has adopted an ordinance as required by this subchapter, and the establishment or activity is in compliance with this subchapter.

## **7.7 Preference (§ 272.425)**

In implementing its recycling program, a municipality shall accord consideration for the collection, marketing and disposition of recyclable material to persons engaged in the business of recycling on September 26, 1988, whether or not the persons were operating for profit.

## **8.0 BURNING REQUIREMENTS**

The following subsections have been provided to clarify the Township's requirements related to the burning of leaves and other recyclables. Meeting the requirements outlined for the 902 Grant application process (below) will verify that the Township has met Act 101 burning requirements.

### **8.1 Act 101 Section 902 Recycling Grant Application Guidelines**

Utilizing available 902 grant funding can play an important role implementing a successful recycling program. Outlined below is PADEP guidance on compliance with the terms and conditions of Act 101 related to the 902 recycling grant review process. It should be noted that grant funding is awarded on a competitive basis. Therefore, the following grant review process was developed by PADEP to assure that a common understanding exists between PADEP and municipalities regarding section 902 grant program requirements.

### **8.1.2 Section 902 Grant Review Process**

1. DEP Regional Planning and Recycling Coordinators will review recycling ordinances and regulations submitted with the grant application to ensure compliance with Act 101, especially section 1501(c) (1)–(5), including commercial, municipal and institutional facilities and community events.
2. A grant will not be awarded if a municipal ordinance or regulation allows the burning of the materials that are part of the municipality’s recycling program, as this would be contrary to Act 101, which requires at least three materials and leaf waste to be recycled or composted.
3. It will be assumed that a municipality that does not have an ordinance or regulation that addresses burning is not authorizing the burning of the materials that are part of its recycling program - unless the Department has evidence to the contrary. This evidence could include complaints or other information gathered by the Department.
4. The grant application should confirm that the municipality does not have an ordinance, regulation or other mechanism authorizing the burning of the materials listed in section 1501(c)(1)(i), (ii) and (iii) that are part of its recycling program and that the municipality will enforce its recycling ordinances and regulations.
5. The regional office should not recommend a grant until the municipality has adopted any necessary modifications to its ordinances or regulations in relation to these guidelines.

*As currently written the burning ordinance for South Heidelberg Township, that permits residents to burn leaves, will prevent the Township from receiving PADEP grant funding to help support its recycling efforts.*

### **8.2 Landfill/ Resource Recovery Facilities**

The practice of a landfill or resource recovery facility (incinerator) accepting "truckloads composed primarily of leaf waste" is a violation of Act 101, Section 1502(a).

## **9.0 CONCLUSIONS AND RECOMMENDATIONS**

As of the 2000 census, and based on Act 101’s requirements for population density, South Heidelberg Township has become a newly mandated recycling municipality. The Township has never administered a curbside trash collection and/or recyclables collection program. Spurred by their new recycling mandate, South Heidelberg intends to implement an effective recycling and waste collection program that meets Act 101 and PADEP requirements. The Township will work to provide comprehensive and beneficial waste collection services to South Heidelberg residents.

This report presents many of the applicable regulations for implementing a mandated recycling program. In addition, general guidance has been provided to assist the Township in meeting its goals as a mandated community. Presented below are recommendations that have

been provided to assist South Heidelberg in continuing efforts to develop a mandated curbside recycling program:

#### TOWNSHIP ORDINANCES

- The Township should work closely with their solicitor to develop a recycling and/or solid waste collection ordinance. The ordinance should be consistent with Act 101 requirements and should be developed by March 17, 2003 to be in compliance with PADEP’s target date for implementation.
- The Township should work closely with their solicitor to revise the existing burning ordinance to be consistent with Act 101 requirements (Act 101 does NOT allow burning of leaves or other materials designated for recycling). The Township must be in compliance with Act 101 burning requirements to be eligible for Act 101 recycling grant funding from PADEP.

#### WASTE COLLECTION SERVICES

- The Township should work closely with a solicitor to secure recycling and/or waste collection services that meet the identified needs of the Township. This may be done by the Township and/or through a competitive bid process as described briefly in section 5.0. It is recommended that curbside collection for source-separated recyclables (e.g. glass, aluminum, steel/ bimetallic cans, newsprint, cardboard, office paper) is conducted on a weekly basis as long as it is economically feasible.
- The Township should proceed openly with the process of securing recycling and/or waste collection services. It is suggested that one or more meetings be held with the stakeholders and with the public to explain the intentions of the Township.
- It is recommended that the Township compare its cost for providing “leaf waste” (as defined) collection services with the cost for contracting for those services in order to determine the most economically feasible approach for providing this required service (refer to the decision making recommendations in section 5.0).

#### EDUCATION

- The Township should review (with the board and others) the regulations and guidance presented in this report related to the proper implementation of a mandated recycling program.
- The Township should educate Township residents and businesses on the new and ongoing responsibilities related to waste collection and recycling in the Township as a mandated community. This approach could include the development and/or

use of educational newsletters, brochures, and other sources of media that are available.

- Education efforts/costs could be added as a line item in the Township’s budget to ensure that education cost are documented, ongoing, and effective. In order to lower recycling education costs through shared resources, and for general guidance, the Township should request assistance (as it is necessary) from Berks County municipalities and the Berks County Recycling Coordinator (or other County and municipal recycling coordinators). A host of recycling resources are also available on the PADEP website ([www.dep.state.pa.us](http://www.dep.state.pa.us)).

## FUNDING

The Township should pursue state grant funding as necessary to help offset the costs of developing new or improving existing recycling and/or yard waste programs. Because grant funding is not guaranteed, the Township should not rely on grant funding as the support mechanism for recycling programs. If the Township continues forward with expanding recycling and yard waste programs, it is recommended the Township work with a solicitor to investigate the use of an administrative fee (or a related fee system) to support the administration and implementation of these programs.

### 902 RECYCLING PROGRAM GRANT

- The Township should apply for 902 grant funding for up to 90 percent reimbursement for costs associated with purchasing recycling equipment and recycling containers, and for recycling educational outreach.

### 904 PERFORMANCE GRANT

- After the mandated recycling program is established, and as annual recycling data (tonnages) becomes available, the Township should apply to PADEP for the 904 Performance Grant award. The Township should review the information on Performance Grants provided on the PADEP website ([www.dep.state.pa.us](http://www.dep.state.pa.us)) as needed.

### 901 PLANNING GRANT

- As the Township implements its curbside recycling program and investigates future yard waste and recycling programs, the Township could apply (through the County) for 901 Planning grant funding for 80 percent of approved costs for conducting related studies, surveys, investigations, and research and analysis.



**APPENDIX A**

Model Recycling Ordinance

**APPENDIX B**