

Checklist for Communities who are Considering Adopting a Recycling Program

The five essential elements of the recycling process:

1. **identification and separation**
2. **assessment**
3. **collection and processing**
4. **markets for collected materials**
5. **re-entry of recycled products/end-markets.**

Information necessary to choose a recycling program appropriate for an individual community is obtain through these elements. The following information serves as a checklist for communities who are considering implementation of a recycling program.

1. **Identification and Separation** What does a community need to know in order to choose a collection program? Private versus Public? Who and What?

Type of Generators

Residential (single family vs. multiple- family; urban vs. rural)
Commercial
Institutional
Industrial

Motivation for Separation

Economic Incentive Programs

Types (Waste Stream)

capacity to process, worthwhile?
determination of how many goods to collect
weekly volumes
composition

Equation to assist when formulating a program

waste
availability

2. **Assessment:** analyze current situation, establish baseline, how to make a program feasible?, Who, What, Where, and How?

Baseline

geographic and demographic characteristics
volume and composition of waste stream
solid waste management options (who, what, where, how)

Markets

access
availability

Comprehensive/Business Approach

predicted returns
determine disposal costs

cost avoidance calculation
net costs (operation, labor, equipment, and transportation costs)

Projected Percentage Reduction

Economics of Scale/Pooling

3. **Collection and Processing:** assessment, resources, allies, and needs

Education

use of allies (grade schools and universities, churches, neighborhood associations)
competitions
establishing target groups

Types of Collection Systems

drop off centers
curbside programs
buy backs centers

Evaluation of Systems

unit costs
participation rates
non program participation (i.e. Multi-Family)
equipment costs
labor costs
convenience to participants (i.e. curbside programs- presort versus commingled)

4. **Markets for Collected Materials**

Market Identification in Community

generate and maintain list of recycled materials, vendors, prices
market monopolies exist

Market Stability: coordination of supply and demand is needed

supply stability: demand can extract supply
legislative mandates can affect supply stability (example: bottle bills)
instability occurs when collection/market absorption capacity is not coordinated

Type and Quality of Collected Materials: Factors that can affect markets

1. Quality: contamination problem
2. Price
3. Transportation cost: volume/weight problem

Barriers/Disincentives: may be both long and short term

government and commercial specifications
FDA regulations and restrictions (example: virgin material requirements)
transportation costs
bid policy: requirements and specifications
contract policy- specifications and price preference
facility siting concerns
initial capital investment requirements (example: machines)
financial hurdles for capital costs
free market versus monopoly

Marketing Development Needs

educational needs (example: precycling)

Identify and Maximize End Users**5. *Re-entry of Recycled Products/End-Markets*****Consumer Education**

life cycle cost information

feasibility studies

cost involved and cost avoidance

contact made at point of purchase (example: coding as an advertising tool)

consumer driven initiatives

Education of Corporations

major retailers

paper brokers

corporations

Cooperative Purchasing for recycled goods

Council of Governments

Government Creation of Demand

procurement policies

legislation