



## A Guide for Managing Your Solid Waste Stream

Eastern Kentucky PRIDE, Inc., is an equal opportunity provider and employer.

**Harold Rogers**  
5<sup>th</sup> District, Kentucky

COMMITTEE ON APPROPRIATIONS

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Dear PRIDE Volunteer:

Thank you for your unwavering commitment to PRIDE over the last two decades and your passion for our shared mission to take "Personal Responsibility in a Desirable Environment." The roads, hillsides and streams are much cleaner across southern and eastern Kentucky as a result of your action during the annual PRIDE Spring Cleanup events, along with your year-round advocacy.

Since PRIDE launched in 1997, thousands of volunteers have proven that we can transform our own environment. Together, we have cleared nearly 3,000 illegal dump sites and removed tons of trash from our beautiful land and waterways, including more than 189,000 old appliances, 831,000 bags of trash and nearly one million old tires. Those items are no longer polluting our treasured region thanks to more than 431,000 volunteers who dedicated more than 1.4 million hours. I'm amazed by your determination to be a united force for change, and the humility you've shown by charging the land with rubber gloves, boots and garbage bags in hand.

You have not only transformed our landscape, but also the mindset of this generation to protect our land and water by keeping it free of garbage and waste. However, our work is not finished and I hope you are ready to help organize another successful PRIDE Spring Cleanup.

Resources may be low, but our community spirit continues to drive the PRIDE and love we have for our hometowns. Please remember that the PRIDE staff is readily available to assist you in organizing and promoting your local efforts.

I appreciate your leadership and outpouring of support for PRIDE.

Sincerely,

A handwritten signature in blue ink that reads "Hal Rogers".

Hal Rogers  
MEMBER OF CONGRESS

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# THE PRIDE INITIATIVE

Launched in 1997, with a mission of promoting Personal Responsibility in a Desirable Environment (PRIDE), Eastern Kentucky PRIDE, Inc., has proven that what once seemed unachievable is, in fact, quite possible. Together, we have not only reclaimed Southern and Eastern Kentucky's streams and headwaters dirtied by straight-pipes, neglect, trash dumps, and a "throwaway" mentality, but we also have transformed our culture and inspired our communities to take pride in our environment, restore our rivers, and treasure our Appalachian ecosystem.

PRIDE is a national prototype. No other environmental program has had the transformational and generational impact of PRIDE, which has galvanized the efforts and energy of over 431,000 volunteers, who have contributed more than one million hours to removing almost a million tires and more than 830,000 bags of trash from our region. In a feat worthy of alchemists, PRIDE has mixed the passive element of strong federal funding with the potent, active element of individual, community, and government commitments to protect and preserve our region's irreplaceable natural resources.

The PRIDE initiative has gone directly to the heart of addressing our region's economic development needs. Twenty years ago, the illegal dumps and polluted rivers discouraged business growth and innovation. Investors and entrepreneurs viewed our region as polluted and undesirable with hillsides covered with abandoned cars, rivers unsafe

to swim, broken septic systems spewing into the Kentucky and Cumberland Rivers, and heavily littered roadways. Today, the roads are cleared of debris, the hillsides replanted with Redbud trees, and communities embrace recycling and water improvements. Our rivers and lakes are now becoming destinations for kayakers, fishermen, and naturalists.



PRIDE was founded by Congressman Hal Rogers (KY-5) and General James E. Bickford, who was Kentucky's Natural Resources and Environmental Protection Secretary. Their vision was to restore the natural beauty of their native region

by encouraging citizens to take responsibility for protecting their environment and by providing the education and resources to do so. PRIDE united volunteers across Southern and Eastern Kentucky with governmental resources to:

1. Clean the region's waterways and improve its water quality.
2. Remove illegal trash dumps and other solid waste problems.
3. Promote environmental awareness and education.

The first two goals are aimed at the region's two primary pollution sources: dumping trash illegally and discharging raw sewage through straight pipes or failing septic systems. The third goal addresses the need to break the cycle of pollution.

## PRIDE PROGRESS, 1997-JANUARY 2017

### Improving Water Quality

- 7,375 Septic Systems Installed
- 22,251 Homes Served by Sewer Projects
- 29,626 Total Homes with Access to Sanitary Wastewater Treatment

### Cleaning Up Solid Waste Problems

- 2,885 Illegal Dumps Eliminated
- 831,071 Bags of Trash Collected
- 969,357 Old Tires Recovered
- 189,463 Junk Appliances Recycled

### Advancing Environmental Education

- 1,596 Environmental Education Grants Awarded
- 429 Outdoor Classrooms Built
- 151 Greenhouses Built
- 72 Nature Trails Built
- 67 Wetlands and Rain Gardens Built
- 108 School Recycling Projects Launched

### Promoting Personal Responsibility

- 431,300 Volunteers
- 1,430,516 Volunteer Hours



# PICK IT UP

Solid waste handled irresponsibly ends up as litter — which is dangerous to wildlife, clogs our waterways, and hurts our tourism industry.

Unfortunately, litter is a problem that spoils the landscape of Southern and Eastern Kentucky. Fortunately, our region has PRIDE.

You can be part of the solution by picking up litter with PRIDE. A good way to get started is to participate in a PRIDE Spring Cleanup in April.

## Volunteer with PRIDE

Volunteers bring to life “Personal Responsibility In a Desirable Environment.” Every year, thousands show their appreciation for the region’s natural beauty by volunteering to pick up litter.

PRIDE volunteers:

- Improve our community’s appearance.
- Have fun with friends and family while working together in the great outdoors.
- Inspire others to dispose of trash properly.
- Prove they are proud to call this region home.

PRIDE strives to create a rewarding volunteer experience by:

- Planning events well to make the best use of volunteers’ time.
- Arranging safe, age-appropriate locations.
- Providing an appreciation lunch for all volunteers.
- Encouraging local sponsors to provide door prizes.

To connect to PRIDE volunteer opportunities:

- Call your local PRIDE Coordinator. See: <http://kypride.org/service-area>
- Subscribe to the PRIDE e-mail list at: <http://kypride.org>
- Like PRIDE on Facebook at: <http://facebook.com/EasternKentuckyPRIDE>



## How Long Until Its Gone

Without volunteers, litter would be around a long time!

Glass bottle = 1 million years

Plastic beverage bottle = 450 years

Aluminum can = 80-200 years

Plastic bag = 10-20 years

Cigarette filter = 1-5 years

*Pocket Guide to Marine Debris, The Ocean Conservancy, 2004.*

## Benefits Of Volunteering

- “Be part of your community — Volunteering is ultimately about helping others and having an impact on people’s wellbeing. As a volunteer, you certainly return to society some of the benefits that society gives you.”
- “Motivation and sense of achievement — It may be true that no one person can solve all the world’s problems, but what you can do is make that little corner of the world where you live just that little bit better.”
- “New experiences — Volunteering is a brilliant way to get life experience.”
- “Meeting a diverse range of people — Networking is an exciting benefit of volunteering, and you can never tell who you will meet or what new information you will learn and what impact this could have on your life.”
- “Send a signal to your employer, teachers, friends, and family — Volunteering ... gives real examples of your commitment, dedication, and interests. Show people what you are passionate about and maybe you will inspire them too! “

*Ten Professional Development Benefits of Volunteering (Everything I Learned in Life I Learned through Volunteering), Mary V. Merrill, LSW, Merrill Associates*

# PICK IT UP (CONTINUED)

## PRIDE Spring Cleanup Month

Since 1998, the PRIDE Spring Cleanup has been an annual tradition in Southern and Eastern Kentucky. As our region's beautiful scenery springs to life, PRIDE works with communities to create a clean, healthy environment for residents and visitors.

### When?

April is PRIDE Spring Cleanup Month. PRIDE Coordinators arrange local schedules. After April 1, all events will be listed at:

<http://www.kypride.org>

### Why?

The Spring Cleanup prepares our region for the new recreation and tourist seasons by cleaning our roads, scenic views, and outdoor attractions.

Thousands of volunteers look forward to the Spring Cleanup as a time of fun with friends and family while working together in the great outdoors.



### Who?

Everyone! Volunteers of any age and ability can show PRIDE during the Spring Cleanup — from picking up litter to cooking meals for volunteers.

### How?

Local PRIDE Coordinators work with local governments, schools, nonprofit organizations, and other civic-minded groups to plan Spring Cleanup activities and recruit volunteers.

They organize large, community-wide events to target important public areas (a major road, downtown, lake, etc.). They also support individuals and groups in organizing their own cleanup events.

PRIDE assists with planning and provides:

- Trash bags, safety vests, and gloves for PRIDE Coordinators to distribute to volunteers.
- Spring Cleanup Funds to assist local governments with trash disposal costs (when available).
- Event promotion (such as flyers and press releases) upon request.
- Volunteer recognition upon request.

To join the Spring Cleanup, call PRIDE, toll free, at 1-888.577.4339. To identify your local PRIDE Coordinator, click your county on the map at:

<http://kypride.org/service-area>





# PLAN SPRING CLEANUP MONTH

To make sure your community takes advantage of the opportunity presented by PRIDE Spring Cleanup Month, you may take on the responsibility of heading it up.

## Step 1: Recruit a Spring Cleanup Campaign Team

A successful Spring Cleanup campaign begins with a team of volunteers who are excited and prepared to lead. The more team members, the more divided the tasks can be — which is not only efficient but also keeps individuals from becoming overwhelmed with responsibilities. You will have the greatest success when you assign very specific tasks to each team member.

## Step 2: Assign Team Members and Deadlines to Perform These Tasks

- Begin your media campaign. Invite newspaper staff to participate in the planning process and to then promote the Spring Cleanup.
- Make a list of local businesses, community organizations, and other groups that may welcome a presentation and may display posters and flyers.
- Begin contacting businesses, organizations, or groups on your list to schedule your first presentations.
- Begin distributing posters and flyers.
- If your team decides to organize and sponsor a community-wide cleanup, begin the planning process. Use the steps and suggestions in “Organize A Spring Cleanup Event” (Page 7).
- Follow up with the groups that heard your presentation to check their progress in planning a cleanup.
- Begin signing up volunteer groups to do Spring Cleanup events in your community. Local PRIDE Coordinators may have groups from last year’s cleanup that you could contact about participating again. Assist them with planning a cleanup event or activity.
- Follow up with media outlets to ensure ongoing publicity.
- Work with the volunteer groups to schedule their cleanup events. Pass out the required cleanup forms and supplies to your groups that are committed to conducting a cleanup activity.
- The week before each scheduled cleanup, contact volunteer groups to check their progress and make sure they have adequate safety and cleanup supplies.
- Attend each cleanup to ensure the following steps are followed:
  - All volunteers sign in and complete the waivers.
  - Conduct a safety briefing before the cleanup begins.
  - Ensure that all volunteers have safety gloves and vests and proper safety signage is in place.
  - Verify trash disposal is in place.
- Contact your volunteer groups after their cleanup events and request their paperwork be returned to you. Thank them for participating. Offer to submit a group photo to your local



# PLAN SPRING CLEANUP MONTH (CONTINUED)

media. Get a report of their cleanup results:

- How many volunteers participated?
- How many volunteer hours were recorded?
- How many bags of trash were collected?
- Submit all your cleanup results to the PRIDE office.
- Conduct a debriefing meeting of the Campaign Team to discuss positives and negatives of your overall campaign, especially community cleanup events.

## Step 3: Conduct Your Media Campaign to Recruit Volunteers

In March you should begin your media campaign. The goals of your media campaign are to:

- Make your community aware of your Spring Cleanup activities.
- Recruit volunteers for your community-wide cleanup events.
- Invite volunteer groups to plan cleanups.
- Inspire your community to realize the importance of preserving our environment's natural beauty.
- Expose people to your message frequently to increase their understanding and retention.

### Radio PSA

PRIDE will provide scripts for public service announcements (PSA) to broadcast on your local radio stations. Please call us to request a script (1-888-577-4339).

Contact your local radio stations and ask if they would be willing to donate air time for a PSA that promotes your Spring Cleanup campaign. Where available, also request an opportunity for you or someone else to be a guest on a local talk show or news program.

We suggest you ask for the PSA to be aired throughout March and April. Your schools also may agree to play the PSA during announcements.

Possible voices for your PSA recording include:

- A local radio personality.
- A local student (PRIDE Club member, Scout, etc.)
- A local government official.
- A member of your Campaign Team.

### Print Announcements

Your local newspaper may donate space to advertise or write articles to promote your Spring Cleanup activities. Remember to submit your schedule of planning meetings and cleanup events to the newspaper's calendar section.

Also consider submitting your Spring Cleanup schedules to other local circulations (church bulletins, employee newsletters, etc.).

### Posters and Flyers

PRIDE will give you posters that promote the Spring Cleanup and have space for you to write information about your local cleanups. Also, PRIDE will make flyers to promote your local

## Ideas for Potential Partners

- |   |                             |                                 |  |
|---|-----------------------------|---------------------------------|--|
| • 4-H Clubs                                 | • Community Action Agencies | • Highway Departments           | • Restaurants  |
| • ATV Clubs                                 | • County Road Departments   | • Hiking Clubs                  | • ROTC   |
| • Banks                                     | • Drug Courts               | • Horse Riding Clubs            | • School Groups (band, cheerleaders, teams, clubs, etc.) |
| • Bird Watching Groups                      | • Ducks Unlimited           | • Hospitals                     | • Tourism Organizations                                  |
| • Boy Scouts                                | • Energy Companies          | • Jails/Jailers                 | • Volunteer Fire Departments                             |
| • Chamber of Commerce                       | • Forest Service            | • Job Corps                     | • Wal-Mart, Lowe's, other retail stores                  |
| • Church Groups                             | • Friends Groups            | • Local Businesses/Corporations | • Watershed Watch Groups                                 |
| • Civic Organizations (Rotary, Lions, etc.) | • Garden Clubs              | • Law Enforcement               |  |
| • Civil Engineers                           | • Girl Scouts               | • Local Women's Groups          |  |
| • Coal Companies                            | • Health Departments        | • Nature Conservancy            |  |
| • College Groups                            |                             | • PRIDE Clubs                   |  |



# PLAN SPRING CLEANUP MONTH (CONTINUED)

Spring Cleanup events.

To request posters or flyers, please call us at 1-888-577-4339 (toll free).

The first step to distributing these educational materials is to make a list of organizations in your community that will benefit from displaying the information. We suggest targeting banks, churches, schools, city and county offices, local nonprofit agencies, grocery stores, and restaurants.

Next, one member from your Campaign Team should personally approach the appropriate person at each organization, such as the office manager, and ask permission to display the poster and/or flyer there.

## Step 4: Build Partnerships

Partnerships are key to building a successful volunteer base, as well as sharing resources. Make sure you call on as many available partners as possible to assist you.

Here are some tips:

- Brainstorm the specific groups in your local community and put together a contact list. “Ideas for Potential Partners” on the previous page may be helpful.
- Contact the groups and request to speak at their next meeting.
- Ask for your local cleanup dates and locations to be added to their calendar or newsletter to help promote the cleanup.

- Publicly recognize your partners for their support to make their experience even more rewarding.

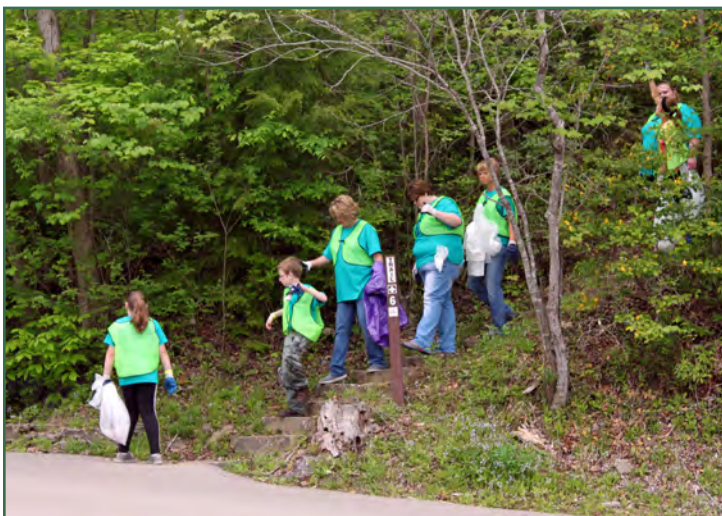
## Step 5: Recruit Sponsors and Donors

As you build partnerships, look for individuals and groups that may support your Spring Cleanup with financial or in-kind donations. They can be instrumental in making sure volunteers have supplies they need and appreciation they deserve.

In addition to monetary donations, ideas for support include:

- Supplying food and door prizes.
- Publicizing and staffing your cleanup events.
- Sponsoring their own cleanup event.
- Sponsoring your community-wide cleanup.

Remind donors and sponsors that their support is a highly visible service to your community — which is very appealing to many businesses and organizations. Follow up by giving them credit in promotions and at the event.



# ORGANIZE A SPRING CLEANUP EVENT

Your business, church, civic club, neighborhood association, school, or other group may organize a Spring Cleanup event. You can choose to:

- Draw volunteers primarily from your group, perhaps allowing group members to invite guests to volunteer, or
- Open participation to all community members and recruit volunteers through advertising and other means.

For both types of events, please review the following guidelines before you organize your cleanup. You may find some items do not apply to your particular event, but they are worth considering.

**Remember, your PRIDE Coordinators and PRIDE staff are here to help you with this process. Please don't hesitate to ask. Call us, toll free, at 1-888-577-4339.**

## Step 1: Schedule Your Event

**1. Select a location.** Target a littered area that is important to your group. That way, your members will be enthusiastic and will take pride in their results. Whether you clean your street or a tourist attraction, you will be making an important contribution.

For ideas, see "Cleanup Target Areas" below. Keep in mind the following:

- Consider your group's size. Pick a location that your group can cover in a few hours time. For a community event, realistically estimate how many volunteers will participate.
- Consider your group's special needs. For example, if there will be small children, you will

need a site with no or little traffic.

- Make sure you will have access to the site and permission to conduct a cleanup there.
- Select the start and finish points. For example, if it's a roadway, you could work from an intersection to a certain mile marker.
- Consider where you will park volunteers, register volunteers, hand out supplies, serve food (if applicable), and collect trash.

**2. Set a date, start time, and end time.** Keep your cleanup to two or three hours. The goal is for your volunteers to walk away feeling as though they accomplished a great deal, not feeling overworked or frustrated.

**3. Notify your PRIDE Coordinator.** Your PRIDE Coordinator will help you with the remaining steps. He or she also will add your event to your local Spring Cleanup calendar, as well as the region's online Spring Cleanup calendar at:

<http://www.kypride.org>

## Community Cleanups

Though typically planned by local governments, large-scale community cleanups can be led by businesses or organizations. These events tend to target highly visible tourist sites, such as a lake or park, and they draw hundreds of volunteers. They may require partnering with neighboring communities, which creates a great opportunity for competition and fun.

Below are examples of our region's community cleanup events. To learn more about one, please call PRIDE, toll free, at 1-888.577.4339.

- PRIDE Spring Cleanup Kick-Off at Cumberland Falls State Resort Park (McCreary and Whitley Counties)
- Laurel Lake Cleanup (Laurel and Whitley Counties)
- Dale Hollow Lake Cleanup (Cumberland and Clinton Counties)
- Friends of Lake Cumberland Cleanup (Clinton, Pulaski, Russell, and Wayne Counties)
- Friends of Fishtrap Lake Cleanup (Pike County)
- PRIDE Clean Sweep of U.S. 27 (Pulaski County)

## Cleanup Target Areas

- |                               |                       |                       |
|-------------------------------|-----------------------|-----------------------|
| • Airports                    | • Entertainment Parks | • Public Buildings    |
| • Camping/Picnic Areas        | • Historical Sites    | • Public/State Parks  |
| • Churches                    | • Hospitals           | • Restaurants         |
| • College Campus              | • Lake Access Areas   | • School Grounds      |
| • County/City Roads           | • Main Intersections  | • Scenic Byways       |
| • Creeks/Streams/Rivers/Lakes | • Neighborhoods       | • Shopping Areas      |
| • Downtown                    | • Nursing Homes       | • Tourist Attractions |

# ORGANIZE A SPRING CLEANUP EVENT (CONTINUED)

## Step 2: Recruit Your Volunteers

Begin spreading information about your cleanup as soon as it is scheduled.

1. **Inform your group.** Make sure your group members know what to expect. Consider:
  - Displaying flyers.
  - Making announcements through your internal communication channels (newsletters, bulletins, e-mails, meetings, etc.).
  - Holding planning meetings.
2. **Alert the community.** If your event is for the community, promote it widely. Ideas are:
  - Contact or visit local businesses, schools, and other groups.
  - Advertise via newspaper, radio, and local access channels.
  - Pass out flyers, display them in popular locations, and enclose them in monthly utility and bank statements.



For more promotion tips and tools, please see “Conduct Your Media Campaign” and “Build Partnerships” (Pages 5 and 6).

## Step 3: Prepare Logistics, Supplies

1. **Put safety first.** Make plans to minimize safety risks to volunteers and ensure a quick response in case of an emergency.
  - Provide first aid kits at the registration table or set up a first aid center. Write a plan for responding to health emergencies, such as broken bones or snake bites. For larger cleanups, you may want to have EMS on site.
  - Plan for identifying and properly handling dangerous items (needles, methamphetamine manufacturing remnants, hazardous waste, etc.). See “Handle With Caution” below.
  - Assign one person to present the “Safety Guidelines” (Page 12) to volunteers before the cleanup.
  - Arrange for safety signage and perhaps safety vehicles. Work with your PRIDE Coordinator or your county or state highway departments. If you are responsible for placing the signs, assign one or two people to place them before the event and collect them afterward.
  - Ask your radio station(s) to alert drivers to be cautious in the area while the cleanup is in progress.

## Handle With Caution: Dangerous Items Volunteers May Encounter

For the following items, instruct your volunteers not to touch them, to mark their location with safety tape, and to inform you or law enforcement immediately:

- Needles.
- Car and truck batteries (may contain dangerous chemicals).
- Any suspicious or potentially hazardous item.
- Methamphetamine manufacturing components (which may appear to be commonplace litter).

Meth labs and their remnants — which are extremely dangerous and even explosive — can be surprisingly innocent in appearance, so train your volunteers to spot them. Two resources to help you are:

- Visit <http://operationunite.org/investigations/meth/> to download photos of meth labs and their remnants.
- Invite your local law enforcement agency to set up a display of meth-related items that should be avoided.



# ORGANIZE A SPRING CLEANUP EVENT (CONTINUED)

## 2. **Obtain from your PRIDE Coordinator the following paperwork and supplies:**

- Waiver forms (Pages 23 and 24) — To participate in a PRIDE cleanup, all volunteers must sign the “Agreement to Participate Release and Waiver Form.” For children under the age of 18 years old, the form must be signed by a parent or guardian.
- Volunteer Time Sheet (Page 27) — All volunteers should sign in and sign out of the event. This will be your tally of volunteers and volunteer hours.
- Safety Guidelines (Page 12) — These must be reviewed with all the volunteers before the cleanup begins.
- Trash bags, safety vests, and gloves.
- T-shirts, if available, or other appreciation items (ink pens, etc.).

## 3. **Arrange for trash disposal and recycling.** Work with your PRIDE Coordinator to plan disposal of your trash. Cover these details:

- Collection — Your county or city solid waste department usually collects the trash bags along the road or provides a dumpster. Prompt collection is crucial because animals soon tear into trash bags and an overflowing dumpster is an eyesore and nuisance.
- Recycling — Ask your recycling center what to collect and how. Typically, volunteers put all recyclables in specially marked bags (tied with a colored ribbon, etc.), which are then collected separately from the trash bags.
- Tires and appliances — Disposing of tires is expensive, and gathering appliances can be difficult, so ask your city or county solid waste department if these items should be included in your cleanup. If they are, they likely will be too heavy or cumbersome for volunteers to move. Tell volunteers to mark their location with colored ribbon so your solid waste department can collect them later.
- Volunteer instructions — Tell volunteers to tie their bags closed. Make sure they know where to place full bags (leave them by the road, carry them to a dumpster, etc.), and how to handle recyclables, tires, and appliances.



## 4. **Staff and supply your registration area.** Designate an area for volunteers to check in. Consider how many volunteers you are expecting when you plan the space, staff, and supplies for your registration area. For large cleanups, you may need several tables and many workers to collect the paperwork and hand out supplies. Signs may help direct volunteers through the process. Your registration area should have:

- Table(s) and chairs for workers.
- Pens and clip boards.
- Waiver forms (Pages 23 and 24).
- Volunteer Time Sheets (Page 27).
- Trash bags, gloves, and safety vests (PRIDE recommends that two people hand out these supplies).
- First aid kits.
- Safety tape and ribbon for marking hazardous items, recyclables, tires, appliances, etc., according to your plans for these materials.
- Appreciation items (if applicable).
- Tickets for door prizes (if applicable).

## 5. **Consider providing drinks, food, awards, and door prizes for your volunteers.** Though not essential, these tokens of appreciation can make the volunteer experience even more rewarding. Sharing a meal together can lend a greater sense of community to the cleanup. Door prizes and awards add fun and excitement.

# ORGANIZE A SPRING CLEANUP EVENT (CONTINUED)

- Your group may provide the food and other items, especially if you are the only volunteers. For example, churches often have a few members preparing a meal while most members are picking up litter, and everyone eats together afterward.
  - Seek donations of these items. Businesses and civic groups often look for ways to show their support for the community, and PRIDE cleanups are such an opportunity. Your door prizes could be low cost and creative, such as an employer offering a certificate for time off.
  - Award ideas include: Most Unusual Trash Found, Oldest Volunteer, Youngest Volunteer, and Group with the Most Volunteers. Be sure to prepare your prizes, certificates, plaques, or trophies ahead of time.
- 6. Divide and conquer.** For a large cleanup area, consider dividing it into sections and assigning volunteers to clean each section. For example, a road could be cleaned in 1/8-mile strips. Mark sections clearly, perhaps with wooden stakes. For very large areas, such as a lake, consider giving out maps with cleanup sections marked.
- 7. Arrange transportation of volunteers, if necessary.** Cleaning a long stretch of road or shoreline may require transporting volunteers from the registration area to cleanup sites.
- For roadside cleanups, perhaps vans or private buses could be donated. School buses require careful scheduling, and you may be expected to pay for the drivers and gas.
  - For lake or river cleanups, invite volunteers to bring their own boats. Also, ask local marinas to donate pontoons to transport volunteers who don't have boats.

## Step 4: Conduct Your Cleanup

- Arrive early to set up for the cleanup event.
- Post signs directing volunteers to your event.
- Mark off your areas to be cleaned, if applicable.
- Set up your registration area.
- Set up location to hand out cleanup supplies and safety ribbon.
- Set up display area for local law enforcement, if applicable.
- Read “Safety Guidelines” (Page 12) to volunteers before sending them out. Gather all volunteers in one area to hear the safety briefing, or assign someone to give the briefing on each van, bus, or boat.
- Send out your volunteers. Set a time for their return.
- Take pictures of your volunteers at work.
- Set up any food or drinks for when they return.
- Feed the volunteers (if applicable).
- THANK EVERYONE for participating.
- Hand out any awards and give away any door prizes. Take photos of winners and/or write down their names if you plan to publicize them.
- Make sure trash is collected as planned.
- Count your volunteers and trash collected.





# ORGANIZE A SPRING CLEANUP EVENT (CONTINUED)

## Step 5: Follow Up After Your Cleanup

1. **Submit your results and paperwork to your PRIDE Coordinator.** To make sure your cleanup is counted in the region-wide Spring Cleanup results, please tell your PRIDE Coordinator how many volunteers participated and how much trash was collected. Please give your waiver forms and Volunteer Time Sheets to your PRIDE Coordinator, who will submit them to the PRIDE office for record keeping.
2. **Publicize your results.** Submit a cleanup photo with a short caption to your local newspaper.
3. **Thank your volunteers and sponsors.** Ideas include:
  - Share your results with your group through internal communication channels. Some groups share a celebratory meal after the cleanup.
  - Present your group members with a “Certificate of Appreciation.” PRIDE staff will print the certificates if you send your volunteers’ names to [PRIDE@centertech.com](mailto:PRIDE@centertech.com).
  - Write a letter to the editor of your local newspaper, thanking volunteers and sponsors. To request PRIDE to write the letter, email [PRIDE@centertech.com](mailto:PRIDE@centertech.com).
  - Present a “Certificate of Appreciation” to your donors and sponsors. PRIDE staff will print the certificates upon request.

## Tips For Success

After 19 years assisting with cleanups across the region, PRIDE staff have observed that cleanup events tend to be successful when the event organizers:

- Create a fun environment for volunteers.
- Plan well ahead of time and follow the plan the day of the event.
- Hold friendly competitions between volunteer teams, groups, cities, counties, etc.
- Give awards/prizes for groups with most volunteers, the most unusual piece of trash found, etc.
- Accommodate special needs, such as safe areas for children.
- Assign groups to cleanup areas that are appropriate for the number of volunteers.
- Make the cleanup an annual event.





# SAFETY GUIDELINES

**Please review these guidelines with all volunteers  
before the cleanup starts**

- Always wear appropriate gloves.
- Always wear safety vests. After the cleanup is over, place vests in containers so they may be reused.
- Always dress appropriately for the weather conditions.
- Always wear appropriate footwear.
- When trash bag becomes full, tie and leave for pickup.
- Watch for glass, needles, and other sharp items that can cause scrapes, abrasions, and punctures.
- DO NOT TOUCH NEEDLES. Rope off the area with safety tape and notify authorities.
- DO NOT TOUCH PLASTIC BOTTLES WITH TUBING ATTACHED. Rope off the area with safety tape and notify authorities.
- Stay behind the guardrails. Do not attempt to go down or over cliff or steep banks to pick up trash.
- Watch for all types of animals: dogs, bees, ticks, snakes, and spiders.
- Report any potential hazardous or suspicious materials by marking the area with ribbon and report to authorities.
- Do not attempt to go around houses to pick up garbage.
- Watch for hazards that can cause slipping, tripping, or falling.
- Remain on the roadside where you were dropped off. Do not cross the road.



# SORT IT OUT

In 2014, in the United States, about 258 million tons of municipal solid waste were generated. Over 89 million tons of MSW were recycled and composted, equivalent to a 34.6 percent recycling rate. In addition, over 33 million tons of MSW were combusted with energy recovery and 136 million tons were landfilled.\*

Much of this waste is considered harmless, but it could be recovered through recycling or composting instead of taking up space in landfills. Other wastes are potentially harmful and are regulated when produced in large quantities.

Kentucky's solid waste landfills are designed to handle the small amounts of hazardous waste from homeowners. However, these wastes can be better managed in programs designed for their safe disposal or recycling.

With some simple changes, you can cut down on the quantity and harm of your solid waste stream — especially by sorting out items that are recyclable or hazardous.

Managing our solid waste responsibly will:

- Cut down on solid waste that ends up polluting our local water resources.
- Make our landscape look its best, which enhances the region's economic development.
- Protect our sanitation workers.
- Slow demand for new landfills, which are difficult to site in Kentucky due to karst terrain, high rainfall, high groundwater, and steep terrain.
- Avoid creation of volatile landfill gas, which contribute to air pollution, and toxic leachate, which must be carefully contained.

## Before You Toss It, Consider:

*Put It in Its Place* ..... Page 14

*Reuse It* ..... Page 14

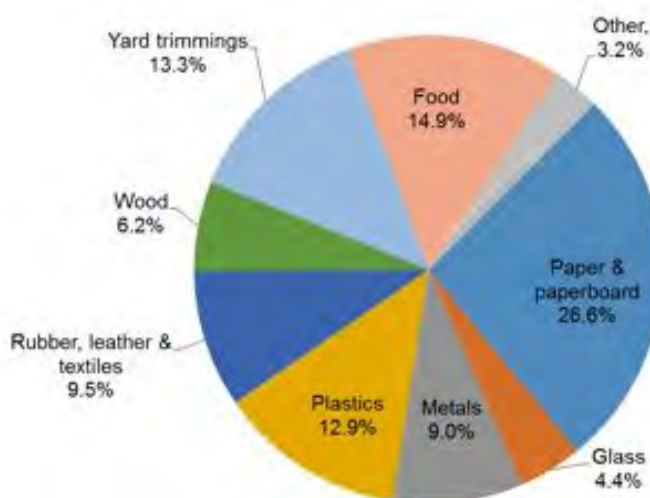
*Compost It* ..... Page 14

*Handle It Carefully* ..... Page 15

*Recycle It* ..... Page 16

Americans generate an average of 4.43 pounds of garbage per person every day. With an average life expectancy of 78.7 years, that means every American will produce 63.6 tons of trash in a lifetime.\*

**Total Municipal Solid Waste Generation, by Material, 2014**  
258 Million Tons (Before Recycling)



\*Municipal Solid Waste Generation, Recycling, and Disposal in the United States: Facts and Figures for 2014, U.S. Environmental Protection Agency, 2014, <https://www.epa.gov/smm/advancing-sustainable-materials-management-facts-and-figures>

# PUT IT IN ITS PLACE



To start, make arrangements to dispose of your trash legally — which is also the safest option for our public health and environment.

All counties in Kentucky offer a system of universal waste collection, according to the Kentucky Department of Waste Management. That means all households have access to either curbside waste collection or drop-off locations for waste.

To sign up for curbside collection, or to find your drop-off collection site, please call your county's Solid Waste Coordinator. To find your coordinator, check the county government listings in your phone book or see *Solid Waste Coordinators by County* at:

<http://waste.ky.gov/RLA/Documents/Solid%20Waste%20Coordinators%208-25-10.pdf>

## No Dumping

Dumps are illegal. Even throwing away your own garbage on your own property is illegal (KRS 224.40-305). Dumps also lower property values, contaminate water, feed forest fires, and draw rats, flies, fleas, mosquitoes, and birds that carry and transmit pathogens. The Kentucky Division of Compliance Assistance reports that 22 human diseases have been traced to improper solid waste management.

## No Burning

In Kentucky, it is never legal to burn household trash other than uncoated paper products. Many materials create toxic fumes and ash that are hazardous to the environment and humans — especially children, the elderly, and people with existing health problems. To learn before you burn, go to the Kentucky Division of Air Quality website: <http://air.ky.gov>.

# REDUCE OR REUSE IT

The easiest way to reduce waste is by not creating it in the first place. When you avoid generating trash, not only will you save natural resources and help the environment, but you also will save money.

Below are some simple steps to get you started:

- Buy used, when possible.
- Buy products in bulk or less packaging.
- Buy reusable over disposable items.
- Maintain and repair products.

- Borrow, rent, or share items you rarely use (tools, party decorations, etc.).
- Donate or sell appliances, toys, clothes, books, electronics, furniture, etc.
- Re-style items for creative clothing and decorating.



Find more ideas at these two sites:

<http://www.epa.gov/recycle/reduce.html>

<http://earth911.com>

# COMPOST IT

Food scraps and yard waste currently make up 20% to 30% of what we throw away, according to the U.S. Environmental Protection Agency. In the landfill, they take up space and create harmful methane gas.



Sort food scraps and yard waste out of your trash and turn them into compost to nourish your soil.

Items to compost include: fruits, vegetables, eggshells, coffee

grounds and filters, tea bags, nut shells, shredded newspaper, cardboard, paper, yard trimmings, grass clippings, leaves, dryer and vacuum cleaner lint, hair, fur, and fireplace ashes.

Some items should not be composted, such as: dairy products, eggs, fats, grease, lard, oils, meat or fish bones and scraps, pet wastes, and yard trimmings treated with chemical pesticides.

Learn how to compost at home:

<http://epa.gov/recycle/composting.html>



# HANDLE IT CAREFULLY

These items require special attention because they pose risks to humans or the environment or they create challenges at the landfill.

## Liquids

Chemicals combine with other items at the landfill to create hazards for humans and the environment. Pour out nonharmful liquids before you trash their containers. However, some liquids are hazardous (oil, paint, etc.) and should never be poured down the drain, on the ground, or into storm sewers.

## Paint

Water-based and latex paint can be put in the trash if they are no longer liquid. Use up small quantities by pouring it onto cardboard. For a larger quantity, solidify it in the can by adding a thickener (cat litter, sand, etc.) and letting it dry (out of reach of pets and children). When the paint is no longer pourable, throw away the open can.

## Household Hazardous Wastes

Many leftover household products (pool chemicals, pesticides, herbicides, solvents, etc.) contain corrosive, toxic, ignitable, or reactive ingredients. Your local recycling facility may take them year-round or on special collection days. For farm pesticide disposal programs, visit the Kentucky Department of Agriculture website: <http://www.kyagr.com>.

A few tips to avoid problems are:

- Buy these materials in small quantities so you use them up and do not have leftovers.
- Keep them in original containers with labels.
- Use and store them according to directions on labels.



## Smoke Detectors

All smoke detectors contain electronic circuit boards and some contain radioactive material. For safe disposal, speak with your Solid Waste Coordinator, or the supplier may accept them (check your owner's manual).

## Whole Tires

Kentucky law (KRS224.50-820) requires tires to be processed (shredded, cut in quarters, etc.) to prevent entrapment of air or water before disposal in a landfill. Your local transfer station may accept processed tires for a fee, but some do not. To dispose of whole tires for no fee, use the Kentucky Energy and Environmental Protection Cabinet's Tire Amnesty Program:

<http://waste.ky.gov/RLA/Waste%20Tires/Pages/TireAmnesty.aspx>

To avoid disposal challenges, pay your retailer a nominal fee to dispose of your old tires when you buy new ones.

## Household Medical Waste

Needles, syringes, and lancets pose a hazard to waste haulers, so please dispose of them in a sharps container (available at pharmacies). Please note that milk jugs and other household containers are not sufficient because the sharps easily puncture the sides.

## Household Pharmaceutical Waste

Do not flush pills. Wastewater treatment plants are not designed to remove pharmaceutical contaminants, so they pass through to water resources and may impact human health and the environment. All Kentucky State Police Posts offer prescription drug take-back events periodically (1-800-882-9539). In the Fifth Congressional District, pills may be taken to Med Drop Boxes:

<http://operationunite.org/investigations/med-drop-box-sites>

## Find Your Local Solid Waste Coordinator or PRIDE Coordinator

*Solid Waste Coordinators by County:*

<http://waste.ky.gov/RLA/Documents/Solid%20Waste%20Coordinators%208-25-10.pdf>

*PRIDE Coordinators (Click Your County on the Map):*

<http://kypride.org/service-area>

# RECYCLE IT

## What Is Recycling?

Recycling is the process of taking a product at the end of its useful life and using all or part of it to make another product. Recycling has three steps (represented by the universal recycle symbol):



- **Collection and Processing** —

In our homes, schools, and businesses, we collect recyclables and then pass them to a central collection facility. In our region, that often means dropping them at a local recycling center. The recyclables then are processed and sold back to manufacturers. Recyclables are bought and sold just like any other commodity, and prices for the materials change and fluctuate with the market.

- **Remanufacturing** — More and more of today's products are being manufactured with total or partial recycled content.
- **Resale** — The recycling loop is complete when we buy products made from recycled materials.

## Why Recycle?

Recycling is a simple way to make a big difference. By choosing to recycle and to buy recycled products, we improve our economy, energy supply, and environment.

### Economic Development

Our nation's recycling and reuse industry accounts for 757,00 jobs, an annual payroll of \$36.6 billion, and produced \$6.7 billion in tax revenues in 2016.\*

Recycling adds value to our materials, unlike land-filling trash. As recycling expands, new businesses spring up to haul, process, and broker the materials, generating new jobs, from truck drivers to chemists. The jobs in the recycling industry generally pay above the average national wage.

Recycling creates a domestic supply of materials needed to manufacture new products. Some industries, such as paper and aluminum, rely heavily on

recycled materials.

Selling recyclables creates revenue for individuals and entities. In tax revenues, the recycling and reuse industry generated \$6.7 billion in tax revenues in 2016.\*

Recycling saves money for those who pay tipping fees. In Kentucky, the statewide average for landfill tipping grew from \$34.79 per ton in 2011 to \$39.05 per ton in 2016, according to the Kentucky Division of Waste Management's annual reports.

### Energy Savings

Manufacturing from recycled materials requires less energy than using raw materials. For example, the glass container industry cuts its energy costs 2% to 3% for every 10% of cullet (broken glass) it uses.

The energy savings vary by material, with recycled aluminum using 95% less energy than starting from scratch.

Savings add up. America saved the energy equivalent of 229 million barrels of oil by recycling and composting 8 million tons of municipal solid waste in 2010.\*\*

### Environmental Benefits

Manufacturing with recycled materials means less raw materials are needed. For example, recycling one ton of paper saves the equivalent of 17 trees and 7,000 gallons of water.

Supplies are limited in the case of nonrenewable resources (oil, metals, etc.). By using less now, these assets will be available for future generations.

Extracting natural resources can be tough on the environment — even in the case of renewable resources, like trees. Recycling reduces the demand for extraction.

Recycling reduces the volume of waste sent to landfills, which require close monitoring for their impact on the environment.

\* U.S. Recycling Economic Information (REI) Report 2106, <https://www.epa.gov/smm/recycling-economic-information-rei-report>.

\*\* Municipal Solid Waste Generation, Recycling, and Disposal in the United States: Facts and Figures for 2010, U.S. Environmental Protection Agency, 2010, <https://www.epa.gov/smm/advancing-sustainable-materials-management-facts-and-figures>.

# RECYCLE IT (CONTINUED)

## What To Recycle?

Many items that we use daily can be recycled. In 2011, Kentuckians recycled 34.3% of our common household recyclables (aluminum, cardboard, steel, plastic, newspaper, glass, and paper). For more Kentucky recycling facts, see the *Division of Waste Management Annual Report, Fiscal Year 2012* at:

<http://waste.ky.gov/Pages/AnnualReports.aspx>

Collection sites exist for many other items, from motor oil to computers. To find out what can be recycled in your area, call your county's Solid Waste Coordinator.

Below are tips and resources for items most commonly recycled and for other items that are highly recommended for recycling.

### Common Household Recyclables

These are aluminum, cardboard, glass, newspaper, paper, plastic, and steel (including white goods/appliances). The table below highlights facts about these materials commonly accepted at local recycling centers.

### Find Your Recycling Options

#### Recycling Facilities by County:

<http://waste.ky.gov/rla/recycling/documents/rptfacilbycounty2510.pdf>

#### Recycling Sites Near Your Zip Code and Mail-In Recycling Programs:

<http://search.earth911.com> or 1-800-CLEANUP



## Know Your “Stuff”

For more details, please see *Community Recycling: A Manual for Planning and Operating a Recycling Center* by Kentucky Recycling and Marketing Assistance Program, <http://waste.ky.gov/RLA/recycling/Documents/CommunityRecyclingGuide12108.pdf>.

Material	Some Products Made From Recycled Material	Some Benefits Of Recycling	Recycling Rate in US, 2014	Recycling Tips (Check Local Requirements)
Aluminum	New cans, house siding, lawn furniture	Recycle one can a day for a week to save enough energy to run a laptop for 36 hours	19.8%	Rinse cans
Glass	Glass jars and bottles, fiber-glass insulation, counter-tops, pavement	High-quality recycled container glass is needed to meet market demands for new glass containers	26%	Remove all metal (lids, etc.) Rinse
Paper (office paper, newspaper, cardboard, mixed paper)	Varies based on quality of material, but ranges from copy paper and newspaper to kitty litter and insulation	Wood wastes and recovered paper provide more than 60% of the paper industry's fiber	64.7%	No metal clips, but staples are fine No food stains No waxed paper (milk cartons, etc.)
Plastic	Varies based on resin type, but includes containers, fiberfill, building materials	Recycle one water bottle daily for a month to save the energy to power a 60-watt-equivalent compact fluorescent light bulb for 293 hours	9.5%	Sort by number Remove caps (may be different number) Rinse
Steel	Cans, tools, building materials	Recycling saves the steel industry enough energy annually to power 18 million homes for one year	33%	Rinse cans



# RECYCLE IT (CONTINUED)

## Electronics

This includes all electronic devices (televisions and accessories, computers and accessories, gaming equipment, cell phones, fax machines, etc.). Electronic products are made from valuable resources and materials (metals, plastics, and glass, some of which can be dangerous if released into the environment). Donating or recycling electronics conserves natural resources and avoids air and water pollution.

## Motor oil

Never pour motor oil down the drain or onto the ground. Drain it into a clean plastic container with a tight lid (milk jug, etc.,) and take to a local automotive facility that recycles oil (service station, quick lube, etc.). In Kentucky, dumping used motor oil is illegal and may result in a fine of up to \$1,000.

## Batteries

All types of batteries (car, alkaline, etc.) contain heavy metals (mercury, lead, cadmium, and nickel), which should be kept



out of landfills and the air. They recycle well, with the plastic and metal going into new batteries. Car-battery retailers usually accept them for recycling. Your nearest recycling facility likely will accept other batteries.

## Mercury-Containing Items

Thermostats, thermometers, fluorescent light bulbs, and compact fluorescent light bulbs are just a few of the many commonly used items that contain mercury. Recycling is the safest disposal option for items that contain mercury, which is dangerous to humans, fish, and wildlife. Local retailers (hardware stores, etc.) may offer recycling programs. For mail-in recycling programs, check:

<http://search.earth911.com>



## Re-Refining Used Oil Makes It As Good As New

- 2 ½ quarts of motor oil can be recovered from one gallon of used oil.
- Used oil can be turned into lubricating oil with one-fourth the energy required to refine from crude.
- The 4 million gallons of oil thrown away every year in Kentucky could be turned into heating oil for more than 5,000 homes.

**DEP Fact Sheet: Disposing of Antifreeze and Oil**, Kentucky Division of Waste Management,  
<http://waste.ky.gov/RLA/Documents/Fact%20Sheets/Disposal%20of%20antifreeze%20and%20used%20oil.pdf>.

## Check Out These Web Sites for More Recycling Tips

**How Do I Recycle ... Common Recyclables**, U.S. Environmental Protection Agency:  
[http://epa.gov/recycle/how\\_recycle.html](http://epa.gov/recycle/how_recycle.html)

**Common Wastes & Materials**, U.S. Environmental Protection Agency:  
<https://www.epa.gov/recycle/how-do-i-recycle-common-recyclables>

**Fact Sheets**, Kentucky Division of Waste Management:  
<http://waste.ky.gov/RLA/Pages/Fact-Sheets.aspx>



# RECYCLE IT (CONTINUED)

## Start Recycling

Begin by deciding which materials to collect and what to do with them. A good first step is to recycle materials that you can drop off locally.

### Explore Your Local Recycling Options

Your county Solid Waste Coordinator or local PRIDE Coordinator can point you to the nearest recycling center. They likely can tell you about other ways to dispose of your recyclables, such as:

- Scrap dealers who pay for some materials, usually metal.
- Businesses that accept materials they recycle any way, such as garages that accept used motor oil.
- Nonprofit organizations that collect recyclables as a fundraiser or for reuse.

To recycle a material that is not collected locally, you can identify recycling options near your zip code by calling 1-800-CLEANUP or visiting:

<http://search.earth911.com>



*Without exception, recycling is the top action society can do to simultaneously improve: the environment, the economy, sustainable manufacturing and to prevent waste from going into oceans.*

— <http://www.recycleacrossamerica.org/recycling-facts>

## Break The Plastics Code

The various plastic resins melt at different temperatures, so they must be recycled separately. To sort them, look for a recycle symbol containing a resin code — a number from 1 to 7. Ask your local recycling facility which resin codes are accepted.



## Ask Your Recycler for Collection Guidelines

Contaminated materials can't be recycled, so it is important to follow the specifications. Some instructions will vary, depending on the recycling facility. For example, large facilities with special equipment and sufficient staff may sort your metals and plastics for you, while small facilities need you to handle that step.

### Recruit Others

Explain your collection process and encourage them to participate. At the least, ask that they do not throw trash into the recycling bins.

### Begin Collecting Your Recyclables

Use clearly marked bins that are conveniently located. The **Be A PRIDEful Recycler** posters and stickers should help (see below).

### Move Your Recyclables to the Next Step

Likely, that will mean dropping them off at a recycling center, scrap dealer, or other collection site.

## Contamination

Contamination is a common problem for any recycling program. It includes recyclables thrown into the trash, incorrect items placed in recycling bins and foreign materials that make the recyclable impure (food scraps, etc.). Learn about contaminants from your recycling facility to avoid problems.

## Be a PRIDEful Recycler

To print labels (see below) to turn any container into a recycling bin and link to more resources:

<http://kypride.org/?p=985>



# RECYCLE IT (CONTINUED)

## Expand to Your School, Business, Etc.

The large waste streams of schools and businesses are ripe for harvest. The windfall from these recycling programs include:

- Lower solid waste bills as materials are diverted from trash cans to recycle bins.
- Income, if the recyclables are sold.
- Boosted volume for the local recycling center, which is important since large quantities demand better market prices.

Successful recycling programs are tailored to meet the needs and resources available to the participants. With that in mind, below is a framework to consult as you organize your first recycling program.

### Organize A Team

Put together a team to plan, implement, promote, and manage the recycling program. Suggestions to keep in mind include:

- Support of management or school administrators will be critical to achieving success.
- Members should represent all aspects of the organization so there is a recycling advocate in all areas.
- Janitorial staff members should be involved.
- At school, involve students, such as PRIDE Club members.
- Select an enthusiastic coordinator with good communication and organizational skills.
- A team member, or the coordinator, should be the liaison to the market for your recyclables.

Assign team members to conduct the research that will come next.

### Inspect Your Waste Stream

Find out what materials you currently send to the trash, their quantities, and where they are generated. This will help you decide which materials to recycle, how to collect them, and set waste reduction goals. Some tips include:

- Review your waste disposal records.
- Conduct a visual survey of your facility.
- Interview staff and students.
- Sort your waste — which can be a great hands-on learning activity for students.

### Identify Your Markets

How will your recyclables be returned to the manufacturing process? That mechanism is your market. There are two marketing approaches:

1. Join an existing recycling program, such as one operated by your county or city.
2. Sell your materials to a recycling business, which can be the end-user of the materials or an intermediary to end-users. It is critical to find reliable buyers and secure sound contracts. To be worthwhile for the buyer, you must accumulate sufficient quantities. To reach that critical mass, consider partnering with other organizations or inviting the community to participate in your program.

To identify market options, call your Solid Waste Coordinator or the state's Recycling Assistance Section (1-502-564-6716).



## Elements of Successful Programs

- Support from top management
- Capable and enthusiastic program coordinator
- Secure market for recyclable material
- Simple and reliable collection system
- Effective employee education and publicity program
- Reliable source of recycling information

Office Paper Recycling Guide, Kentucky Recycling Market Assistance Program, <http://waste.ky.gov/RLA/recycling>.



# RECYCLE IT (CONTINUED)

## Decide What To Recycle

In consultation with your market, you now can decide which materials that you will collect.

Keep in mind the feasibility and expense of collecting, storing, and transporting the items. Budget for these and other expenses and research ways to pay for them. Schools can call PRIDE, toll free, at 1-888-577-4339 for recommendations.

Also consider your goals. If you want to generate revenue, your program may look different than one designed as an educational or stewardship activity.

## Set Up Your Collection System

Recycling must be simple if people are to get on board. Accordingly, consider these tips:

- Conveniently locate collection containers where the waste is generated (paper bins at each employee's desk, etc.).
- Designate sites for bins to be emptied until all materials are moved to the transportation area.
- Label containers clearly to avoid confusion and contamination. Consider using **Be A PRIDE-ful Recycler** stickers (see Page 7).
- Limit contamination by using containers with openings shaped for their intended items (slots for paper, etc.).

## Educate Your Participants

Participants are more likely to be enthusiastic and cooperative if they understand the benefits

*"The first rule of recycling is to begin at the end, or know your markets first. Do not do any planning until you know what markets are available to sell the items you want to collect."*

— School Recycling Guide, Kentucky Recycling Market Assistance Program, <http://waste.ky.gov/RLA/recycling>

and their expected role. Communication will be key then.

Introduce the program in a group setting, such as a staff meeting, training session or school assembly. Provide concise written information, backed up with visual aids at collection points.

Don't forget to cover the basics. Clearly explain what items will be collected, how they should be handled, and when and where to collect.

## Monitor & Evaluate

Track the amount you recycle. Determine if goals are being met. Evaluate if changes should be made.

Celebrate successes. Report back contamination issues so they can be resolved.

Schools often establish reward programs (pizza parties for classrooms collecting the most, etc.). Local businesses may sponsor such incentives.

## Questions To Ask Potential Buyers of Recyclables

What types of recyclables will the company accept and how must they be prepared?

What contract terms will the buyer require?

Who provides transportation?

What is the schedule of collections?

What are the maximum allowable contaminant levels and what is the procedure for dealing with rejected loads?

Are there minimum quantity requirements?

Where will the materials be weighed?

Who will provide containers for recyclables?

Can "escape clauses" be included in the contract?

*Community Recycling: A Manual for Planning and Operating a Recycling Center*, Kentucky Recycling and Marketing Assistance Program, <http://waste.ky.gov/RLA/recycling>

## Check Out These Web Sites for More Recycling Tips

*How to Start or Expand a Recycling Collection Program*, U.S. Environmental Protection Agency:  
<https://www.epa.gov/recycle>

*Tools for Local Government Recycling Programs*, U.S. Environmental Protection Agency:  
<https://www.epa.gov/transforming-waste-tool/community-implementation-examples-and-resources-1-50>

# RECYCLE IT (CONTINUED)

## Establish Community Recycling

**Community Recycling: A Manual for Planning and Operating a Recycling Center**, published by the Kentucky Recycling and Marketing Assistance Program, is a comprehensive, clear guide for establishing your community recycling program. Find it online at:

<http://waste.ky.gov/RLA/recycling/Documents/CommunityRecyclingGuide12108.pdf>

Below are two highlights from the manual.

### Materials Recovery Facility

The framework for starting community recycling is similar to that outlined for schools and businesses. Of course, the scale is greater in all aspects.

A significant difference is the need to plan, design, and operate a processing facility, often called a “Materials Recovery Facility,” or MRF (pronounced “murf”). Key considerations will be the appropriate facility size and the equipment.

### Regional Approach

The manual addresses the practical need to partner with other communities to operate a successful recycling program. The benefits of a regional approach include:

- Recyclables may be upgraded and processed to meet best market quality standards.
- Larger volumes provide market leverage.

## Market & Price Resources Online

The **Marketplace** is a monthly newsletter with regional prices on nine commodities and news for recycling facilities and end-users. **Market Opportunities** is a current list of state, regional, and national brokers, processors, and end-users that conduct business with Kentucky’s recycling industry. Find both at:

<http://waste.ky.gov/RLA/recycling/Pages/KRMA.aspx>.

- Lower municipal processing and transportation equipment costs.
- Lower municipal administrative costs.
- Markets more willing to negotiate with large suppliers.

The state’s Recycling Assistance Section can shed more light on a regional approach, as well as all other aspects of community recycling. The phone number is 1-502-564-6716.



## Recycling & Household Hazardous Waste Collection Grant Program

Grants are available for starting and expanding recycling programs and offering safe disposal of household hazardous waste. The Kentucky Energy and Environment Cabinet’s Division of Waste Management awards grants annually for Recycling and Household Hazardous Waste Collection. The funding comes from the Kentucky Pride Fund, which is generated by a \$1.75 per ton fee on municipal solid waste disposed of in Kentucky’s contained landfills.

The grants can be used for projects that develop an integrated recycling infrastructure, manage household hazardous waste, and offer public education programs relating to recycling and household hazardous waste management. Local governments, solid waste management districts, public schools, universities, and colleges are eligible to apply. Priority is given to applicants for regional projects. A 25% match is required.

In 2016, \$4.6 million was awarded for 45 recycling, 27 household hazardous waste and 1 composting project.

For more information, call the Division of Waste Management at 1-502-564-6716 or visit:

<http://waste.ky.gov/RLA/grants/Pages/default.aspx>



**Personal Responsibility In a Desirable Environment**

**ADULT  
AGREEMENT TO PARTICIPATE AND PHOTO RELEASE & WAIVER FORM**

In consideration of permission to participate in the cooperating agencies' cleanup activities sponsored by Eastern Kentucky PRIDE, Inc., and other sponsors, and recognizing that this program will involve activities which because of their close proximity to water are inherently dangerous, I intend to be legally bound hereby, for myself, my heirs, executors and administrators, voluntarily assume all risks of accident or injury and release and forever discharge PRIDE and other sponsors and their respective employees, officers and agents from any and all liability for personal injury or property damage of any kind sustained in association with participation in the program, whether such personal injury or property damage is caused by the negligence of PRIDE and other sponsors, their respective employees, officers, or agents, or otherwise.

I hereby give Eastern Kentucky PRIDE permission to reprint any photographs taken during my participation in the PRIDE event. I understand that these materials may include, but are not limited to, general printed material, video displays, broadcast television, electronic web pages and other training and promotional materials.

I covenant and agree to indemnify and hold harmless PRIDE and other sponsors. PRIDE, their respective employees, officers, and agents, from any liability, loss and expense, including but not limited to damages, legal expenses and cost of defense, in any matter arising from my participation in PRIDE cleanup activities.

As used herein, "Agents" shall include local area coordinators and other volunteers working on behalf of PRIDE and any other event sponsors.

I further agree further to abide by all applicable rules and regulations promulgated by PRIDE and agree to follow instructions of all supervisors and/or instructors who are connected with this activity.

\_\_\_\_\_  
PARTICIPANT Name (Printed)

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PARTICIPANT (Signature)

\_\_\_\_\_  
Address, City, State, Zip

\_\_\_\_\_  
PHONE NUMBER

\_\_\_\_\_  
EMAIL ADDRESS

\_\_\_\_\_  
COUNTY

\_\_\_\_\_  
ORGANIZATION

\_\_\_\_ Check here if on medication or if health problems may affect participation in the Anti-Litter Activity program. A site Coordinator must speak with you if this paragraph is checked.

I am a competent swimmer: Yes \_\_\_\_\_ No \_\_\_\_\_

In signing this Waiver, I agree to be put on the PRIDE database and receive informational emails.





**Personal Responsibility In a Desirable Environment**

**CHILD  
AGREEMENT TO PARTICIPATE RELEASE & WAIVER FORM**

I/we, the undersigned, parent(s)/guardian(s) of \_\_\_\_\_ (name of minor), a minor under the age of eighteen (18), do hereby grant for said minor to participate in the cooperating agencies' cleanup activities sponsored by Eastern Kentucky PRIDE, Inc., and other sponsors, and in consideration of said minor being allowed to participate in the activity and recognizing that this program will involve activities which because of their close proximity to water are inherently dangerous, I/we, intending to be legally bound hereby, for myself/ourselves, my/our heirs, executors and administrators, voluntarily assume all risks of accident or injury said minor and release and forever discharge PRIDE and other sponsors and their respective employees, officers and agents from any and all liability for personal injury or property damage of any kind sustained in association with participation in the program, whether such personal injury or property damage is caused by the negligence of PRIDE and other sponsors, their respective employees, officers, or agents, or otherwise.

I hereby give Eastern Kentucky PRIDE permission to reprint any photographs taken of my child participating in the PRIDE event. I understand that these materials may include, but are not limited to, general printed material, video displays, broadcast television, electronic web pages and other training and promotional materials.

I covenant and agree to indemnify and hold harmless PRIDE and other sponsors, PRIDE, their respective employees, officers, and agents, from any liability, loss and expense, including but not limited to damages, legal expenses and cost of defense, in any matter arising from my participation in PRIDE cleanup activities.

As used herein, "Agents" shall include local area coordinators and other volunteers working on behalf of PRIDE and any other event sponsors.

I/we further agree that said minor will abide by all applicable rules and regulations promulgated by PRIDE and will follow instructions by all supervisors and/or instructors who are connected with this program.

\_\_\_\_\_  
CHILD'S NAME (PRINTED)

\_\_\_\_\_  
PARENT'S NAME (PRINTED)

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PARENT'S SIGNATURE

\_\_\_\_\_  
COUNTY

\_\_\_\_\_  
GROUP/ORGANIZATION

\_\_\_\_\_  
EMAIL

\_\_\_\_\_ Check here if on medication or if health problems may affect participation in the cleanup activity. A site Coordinator must speak with you if this paragraph is checked.

I am a competent swimmer: Yes \_\_\_\_\_ No \_\_\_\_\_

In signing this Waiver, I agree to be put on the PRIDE database and receive informational emails.



## 2017 PRIDE Spring Cleanup Score Sheet

Completed form must be submitted to the PRIDE Office by  
Form may be faxed to (606) 677-6055.

Name of person submitting this Score Sheet: \_\_\_\_\_

County: \_\_\_\_\_ City: \_\_\_\_\_

### ROADSIDE CLEANUPS AND FREE DROPOFF DAYS TALLY

**PLEASE DO NOT COUNT RESULTS IN MORE THAN ONE CATEGORY.**

(Example: If the "Bags of Trash" are included in the "Tons of Trash", only list in tons.)  
 This will prevent double counting the results.

White Appliances: \_\_\_\_\_

Tires: \_\_\_\_\_

Bags of trash: \_\_\_\_\_ or tons of trash: \_\_\_\_\_ (use receipts from landfill)

Recycled: Bags \_\_\_\_\_ or tons \_\_\_\_\_ or pounds \_\_\_\_\_

What is the total number of volunteers participating in the roadside cleanups? \_\_\_\_\_

What is the total number of volunteer hours participating in the roadside cleanups? \_\_\_\_\_

Other \_\_\_\_\_

**Please note that the number of volunteers and hours worked must be documented with Volunteer Timesheets.**

### ROADWAYS

Number of roadways cleaned: \_\_\_\_\_

Total miles cleaned: \_\_\_\_\_

Please list the name of the road and the approximate miles of roadway picked up:

1. Name and location of the road: \_\_\_\_\_  
 Number of miles cleaned: \_\_\_\_\_  
 Who cleaned it: \_\_\_\_\_  
 Number of volunteers that participated \_\_\_\_\_

2. Name and location of the road: \_\_\_\_\_  
 Number of miles cleaned: \_\_\_\_\_  
 Who cleaned it: \_\_\_\_\_  
 Number of volunteers that participated \_\_\_\_\_

3. Name and location of the road: \_\_\_\_\_  
 Number of miles cleaned: \_\_\_\_\_  
 Who cleaned it: \_\_\_\_\_  
 Number of volunteers that participated \_\_\_\_\_

4. Name and location of road: \_\_\_\_\_  
 Number of miles cleaned: \_\_\_\_\_  
 Who cleaned it: \_\_\_\_\_  
 Number of volunteers that participated \_\_\_\_\_
5. Name and location of road: \_\_\_\_\_  
 Number of miles cleaned: \_\_\_\_\_  
 Who cleaned it: \_\_\_\_\_  
 Number of volunteers that participated \_\_\_\_\_
6. Name and location of road: \_\_\_\_\_  
 Number of miles cleaned: \_\_\_\_\_  
 Who cleaned it: \_\_\_\_\_  
 Number of volunteers that participated \_\_\_\_\_
7. Name and location of road: \_\_\_\_\_  
 Number of miles cleaned: \_\_\_\_\_  
 Who cleaned it: \_\_\_\_\_  
 Number of volunteers that participated \_\_\_\_\_

(If others, please list on a separate sheet)

### Streams

Number of streams cleaned: \_\_\_\_\_

**Please list the names of the creeks, streams or lake shoreline cleaned and the name of the organization that they were cleaned by:**

1. Creek/stream/lakeshore: \_\_\_\_\_  
 Organization: \_\_\_\_\_  
 Number or miles cleaned: \_\_\_\_\_
2. Creek/stream/lakeshore: \_\_\_\_\_  
 Organization: \_\_\_\_\_  
 Number or miles cleaned: \_\_\_\_\_

(If others, please note on back of page.)

Please list the number of the following collected from creeks, streams or lake shore cleanup activities:

White Appliances: \_\_\_\_\_

Tires: \_\_\_\_\_

Bags of trash: \_\_\_\_\_ or tons of trash: \_\_\_\_\_ (use receipts from landfill)

Recycling \_\_\_\_\_

Total number of volunteers participating in creek, stream and lake shore cleanups: \_\_\_\_\_

Total number of volunteer hours for volunteer participating in creek, stream and lake shore cleanups: \_\_\_\_\_

Other: \_\_\_\_\_



NAME OF ORGANIZATION \_\_\_\_\_  
# OF SHEETS SUBMITTED \_\_\_\_\_  
TOTAL # OF HOURS WORKED \_\_\_\_\_

ALL VOLUNTEERS MUST COMPLETE THEIR ARRIVAL AND DEPARTURE TIME IN THE AREA BELOW. ONLY THE VOLUNTEERS HOURS DOCUMENTED BELOW WILL BE COUNTED AS MATCHING FUNDS.

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**Eastern Kentucky PRIDE's Mission Statement:**

Eastern Kentucky PRIDE's mission is to contribute to the economic and cultural growth of southern and eastern Kentucky by improving water quality, cleaning up solid waste problems, and advancing environmental education, in order to improve living conditions for its residents while enhancing the potential for tourism industry growth in the region.

Eastern Kentucky PRIDE Inc. would like to thank to following 2017 Spring Cleanup Sponsors:



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