

Recycling Grants to Responsible Units: Eligible Cost Categories

Responsible Units (RUs) may use Recycling grant funds for planning, operation, evaluation, procurement, or construction of one or more components of recycling and/or yard waste programs during one calendar year. Eligible recycling costs are limited to those incurred for single family and 2-4 unit residential housing units. Eligible RUs maintain an “effective recycling program” as set forth in ch. NR 544, Wis. Adm. Code.

Allowable Cost Categories	Description
Payroll Costs: RU personnel	<p>Salaries, fringe benefits, training, and per diem for personnel who work directly on the recycling and/or residential yard waste program, including:</p> <ul style="list-style-type: none"> • Documenting recycling program collection results. • Documenting how solid waste will be managed if generated in the grantee’s region but not separated or recovered for recycling. • Recycling program planning • Collecting, processing, transporting and marketing the following: <ul style="list-style-type: none"> ○ Recyclables banned from landfills in 1995 at or for single family and 2-4 unit residences ○ Residential yard waste banned from landfills in 1993, including the planning, construction and operation of compost sites. • Staff and supply costs associated with development and enforcement of a recycling ordinance. <p>RU must maintain time records to substantiate recycling and/or residential yard waste work efforts.</p>
Indirect Costs	Recycling expenses that are equitably and systematically allocated to all of the grantees operations and/or facilities where recycling is not the sole activity or facility use. These expenses must be accumulated in a separate set of accounts.
Consultant Fees	Recycling program planning, customer satisfaction, or other services. Accountants, attorneys, engineers, etc.
Service Contracts	“Arm’s length” contracts entered into by RUs to obtain services necessary to perform any of the grant-eligible activities listed above.
Capital Expenditures: Construction or acquisition costs, including improvements or equipment costing \$1,000 or more and with an expected life of 3 years or more.	<ul style="list-style-type: none"> • The cost of land at fair market value and site preparation costs. • Construction costs including capitalized interest, professional services of an attorney, and engineering/architect services for design, construction, and construction inspection, all on an amortized (depreciated) basis over the useful life of the facility. • Utility service costs: Repairs and maintenance: on an amortized basis for capital repairs; full cost of other repairs and maintenance allocable to recycling.
Non-capital Material, Supplies, and Equipment	Rent and lease costs negotiated at “arm’s length”. However, payments under rent or lease-to-own agreements on facilities must be treated as purchases and are eligible only on an amortized (depreciated) basis.
Equipment	<ul style="list-style-type: none"> • Equipment costing \$1,000 or more with an expected life of 3 years or more is eligible on an amortized (depreciated) basis or on an hourly use rate basis. • Equipment costing less than \$1,000 may be: depreciated, funded on an hourly use rate, or funded at full allocable cost. • Equipment rent or lease payments negotiated “at arm’s length”; however, payment under rent or lease-to-own agreements must be treated as purchases and are, therefore, eligible only on an amortized (depreciated) basis.
Other	<ul style="list-style-type: none"> • Information and education costs for recycling, waste reduction, reuse, and yard waste management efforts associated with recycling at multi-family dwellings, businesses, and institutions related to the 1991 and 1995 items banned from landfills. • Necessary materials and supplies, such as office supplies, recycling bags, household recycling bins (made of at least 25% recycled materials), gasoline and oil (but only if hourly use rates are not claimed).