



# MEMORANDUM

---

**To: Municipal Recycling Coordinators and Local Cleanup Groups**

**From: Kristin Littlefield, Municipal Program Coordinator**

A handwritten signature in black ink, appearing to be "KL", is written over the name Kristin Littlefield.

**Date: August 14, 2024**

**Re: 2024 International Coastal Cleanup Tip Fee Waiver Announcement**

Rhode Island Resource Recovery Corporation (Resource Recovery) will once again waive tip fees (i.e. disposal fees) for eligible material (litter/solid waste) collected as part of the 2024 International Coastal Cleanup (ICC). Please thoroughly read the guidelines and procedures below and visit our [website](#)<sup>1</sup> to download the full Tip Fee Waiver Policy, Authorization Forms and this announcement memo. Should you have any questions after reading this memo and policy, I can be reached at 401-942-1430 ext. 3252 or [municipal@rirrc.org](mailto:municipal@rirrc.org). Thank you and good luck in your clean-up effort!

## OVERVIEW

The purpose of the tip fee waiver policy is to aid municipalities and private groups in disposing of litter/solid waste that was improperly disposed of in public areas such as along roads, and in neighborhoods, beaches, shorelines, parks and other public areas of enjoyment.

International Coastal Cleanup tip fee waivers will only be authorized for cleanup events and/or groups preregistered through [Save The Bay](#)<sup>2</sup>.

Tip fee waivers will not be allowed for any special or bulky waste collected from residents or businesses, or for disposal of waste generated from home or building construction, demolition or improvement projects. Nor shall the program benefit the cleanup of areas that normally fall under municipal or state responsibility, i.e. the municipality or state provide for and regularly service waste receptacles, etc.

## ELIGIBILITY

### Municipal Eligibility

Each municipality will be granted a waiver for up to 10 tons of material for the International Coastal Cleanup. Eligible materials, up to 10 tons, will not count toward the municipality's solid waste cap. Municipal solid waste in excess of the 10-ton limit will be applied to the cap and charged the applicable municipal disposal fee.

Municipalities may choose to coordinate with private groups or individuals in conducting cleanup events or to provide transportation services for the delivery of privately collected materials to Resource Recovery. In such cases, the municipality can submit one municipal authorization form, listing all cleanups conducted within the city or town on the second page of the form. If a private group chooses an area of the city or town that does not normally fall under municipal responsibility, the municipality may agree to temporarily extend the municipal classification to the material. Municipalities that coordinate with private groups during the International Coastal Cleanup should ensure that each group is registered with Save The Bay.

Municipal organizers permitted to submit the authorization form on behalf of the city or town include departmental staff members (public works, parks and recreation, etc.), elected officials such as city or town council members or appointed members of a council established committee or commission (conservation commission, recycling committee, etc.).

### **Private Group Eligibility**

Non-municipal private groups such as community organizations, agencies and other entities will be eligible for a tip fee waiver of 5 tons during the International Coastal Cleanup. These groups will be charged the current commercial solid waste non-contract gate rate for any materials over this limit.

Private groups must provide the information necessary to set up an account with Resource Recovery on the first page of the authorization form. This includes the organization name, the contact person's name, the billing address and a phone number. Accounts may be established in the name of the group if incorporated or under the name of a member of the group if not.

Private groups may coordinate cleanup events with their respective city or town and these municipalities may agree to pick up and transport the material collected to Resource Recovery on the group's behalf, but are under no obligation to do so.

### **Ineligible Groups**

Groups who are normally charged with the task of litter cleanup and have the funding to do so will not be eligible for a tip fee waiver. If a group's mission or funding is in question, the group will be asked to submit a one-time letter, on official letterhead, stating that the cleanup falls outside of their mission and funding ability.

## **AUTHORIZATION, LOAD DELIVERY AND FEES FOR OTHER MATERIALS**

Loads from cleanup events are not required to be pre-authorized by Resource Recovery prior to delivery. To have tip fees waived, the appropriate authorization form must simply be filled out and submitted to the scale house at the time of disposal.

### **Authorization Forms**

Municipal and private group authorization forms are available on our [website](#)<sup>1</sup>. The forms are a fillable Microsoft Word document that allows the required information to be typed in prior to printing, excluding the signature lines. Alternately, forms can be printed and filled in by hand. Form substitutions are not allowed.

The first page of the form asks for the municipality or private group information and requires the signature of the event organizer and that of the driver delivering the load to Resource Recovery. The second page focuses on the event information including a request to identify an “on-the-ground contact”. An “on-the-ground contact” is a person who was present at the event and can confirm the completion of the cleanup. If helpful, organizers may attach a separate document to the authorization form listing the required information for each cleanup event. Such lists can also be emailed to [municipal@rirrc.org](mailto:municipal@rirrc.org).

## Load Delivery

All cleanup loads must be delivered to Resource Recovery no later than one week from the date of the last cleanup event listed on page two of the authorization form.

## Mixed Loads

If eligible collected material must be mixed with other solid waste for the purpose of collection efficiency, the organizer is responsible for providing Resource Recovery with an estimated weight of the collected material. A weight slip or data sheet that shows how the estimate was calculated must also be attached to the authorization form.

## Fees for Other Items and Materials

Fees for the disposal of materials that are ineligible for the tip fee waiver will be as listed in the current [Fee Schedule](#)<sup>3</sup>. Private groups may elect to pay any applicable fees at the time of disposal. Otherwise, all charges will be invoiced to the associated account.

Ineligible materials include non-solid waste items such as leaf and yard waste, bulky items such as appliances with CFCs, mattresses, box springs, tires, car batteries, etc. For a complete listing of acceptable and prohibited materials please see Resource Recovery’s [Materials Acceptance Criteria](#)<sup>3</sup>. Per RI General Law § 23-24.10-5, please also note that there is a disposal ban in effect on TVs, monitors, computers, laptops and tablets. These items will not be accepted in mixed loads. Additional guidance on how to properly dispose these items can be accessed through Resource Recovery’s [A-Z search tool](#)<sup>4</sup>.

Private groups are to follow the commercial load delivery instructions in the Materials Acceptance Criteria where applicable.

## Final Approval

Once a cleanup event load has been delivered, scale house staff will send the associated authorization form and scale ticket(s) to the Municipal Program Coordinator for review. In completing the review, Resource Recovery reserves the right to deny the waiver and charge the load as solid waste if the official authorization form is not completed in its entirety or if any of the listed cleanups from the load are found to be non-compliant with the statements on the authorization form. Resource Recovery is not responsible for lost or misplaced authorization forms and organizers are encouraged to retain copies of all such forms for their records.

---

<sup>1</sup> <https://www.rirrc.org/earth-day>

<sup>2</sup> <https://www.savebay.org/>

<sup>3</sup> <https://www.rirrc.org/about/accepted-materials-pricing>

<sup>4</sup> <http://atoz.rirrc.org/items/e-waste>