

# WasteBuster Apartment: A Recycling Apartment



## Steps to Starting a Recycling Program:

1. **Make the commitment;** decide to offer recycling as a service to the residents of the apartment complex.
2. **Contact you local solid waste coordinator.** Find out what is accepted through your county's or city's recycling program and how they handle recycling programs for apartments. Most programs accept cardboard, aluminum, newspaper and plastic bottles. Services vary from providing free recycling bins to drop off stations throughout the community.
3. **Designate someone to be the recycling coordinator.** Suggested coordinators include the apartment manager and/or the maintenance director. This person will oversee the program, continue to encourage residents to recycle and monitor pick ups.
4. **Decide how to collect recyclable materials from residents.** Make recycling as convenient as possible, by placing recycling collection points besides trash bin, compactor or dumpster.
5. **Publicize and communicate with all residents and staff members about the recycling program.** Make sure all residents and staff are aware of the recycling program offered at the complex and what materials are to be included.
  - a. Offer information and materials in other languages as needed.
  - b. Make sure to have all recycling bins clearly labeled and identified.
  - c. Use various avenues to communicate with residents, including presentations, inserts in newsletters, fliers, and magnets.
  - d. Include information about the recycling program in new tenant packets.
6. **Set an example.** Recycle at the management offices, and public areas, such as laundry areas, gym, mail room, computer rooms and pool area.
7. **Evaluate.** Monitor the program, considering input from staff and residents.
8. **Create a waste reduction plan.** After the recycling program has started, the next step is to address is waste reduction. Consider working to encourage proper disposal of used furniture, electronics and other materials.

### FOR MORE INFORMATION:

Bluegrass PRIDE  
Toll free: 866-222-1648  
[www.kentuckypride.com](http://www.kentuckypride.com)

or  
Your county solid waste  
coordinator

In **Fayette County**, Bluegrass PRIDE staff is available to help you start or expand an apartment recycling program, offering the following:

- information on what can be recycled
- promotional items, including newsletters, magnets and fliers
- presentations for residents
- managing and evaluating the program
- answer questions and address problems and/or concerns