



2025-2026

Beyond-the-Bin Recycling Roundup Grant Program Application Guide

PHONE 780.990.1111 TOLL-FREE 1.888.999.8762
FAX 780.990.1122 TOLL-FREE FAX 1.866.990.1122
[e. grants@albertarecycling.ca](mailto:e.grants@albertarecycling.ca) [w. albertarecycling.ca](http://w.albertarecycling.ca)

1) Grant Purpose

Alberta Recycling Management Authority¹ (ARMA) understands that communities need a flexible approach to provide Albertans with convenient, accessible options to recycle their end-of-life tires, electronics, paint and used oil materials

The Beyond-the-Bin Recycling Roundup Grant (BBRG), formerly known as the Municipal Recycling Roundup Grant is designed to increase advertising and awareness of recycling, make it easier for Albertans to recycle their materials and help subsidize the expense of hosting a Recycling Roundup Event (Event) and provide funding for the Electronics and Paint materials collected.

2) Eligible Participants

Eligible Participants include Municipalities, First Nations and Métis Settlements, Regional Waste Authorities and Commissions.

3) Grant Scope

- a) Participants can apply for up to two recycling roundup events per year. Each event should have a separate application and funding request package.
- b) Funding is available for advertising costs, event expenses and for the electronics and paint materials collected at the event.

4) Grant Timelines

- a) April 1, 2025 – March 1, 2026
- b) Grant applications must be received at least four weeks prior to the event to allow time to adequately promote the event using the advertising templates.
- c) The Participant will receive a copy of the approval notice with the link to the mandatory advertising templates within two weeks of receipt of the application.
- d) Roundup events must be completed no later than March 1, 2026, and the Funding Requests for the year end events must be received at ARMA's office no later than March 31, 2026, to be eligible for payment.
- e) Grant Funding Request Packages are to be submitted within four weeks of the end of the event.
- f) The Grant Funding Request Packages will be reviewed, for accuracy and completeness. If/when corrections or additional information is requested, it should be submitted within five (5) business days of the request.
- g) Payments for the approved Grant Funding will be made approximately six (6) weeks after the final claim submission with all completed corrections and backup documents as needed.
- h) Payments for the approved Electronics and Paint Collection Funding Claims for the materials collected at the event will be made as per the Quarterly Claim Collection Funding Payment Schedule



¹ ARMA is responsible for managing the province's electronics, paint, tire, and used oil recycling programs and reports to the Minister of Environment and Protected Areas.

5) Grant Funding Details

- a) The funding availability is subject to annual budget approval.
- b) Events may include collection/recycling of one or up to all four (4) of the stewardship material streams listed:
 - i) Electronics,
 - ii) Paint and paint containers,
 - iii) Tires,
 - iv) Used oil materials,
- c) The grant does not cover advertising for the Household Hazardous Waste (HHW) or Hazardous Special Products (HSP).
- d) Maximum funding levels are based on the population being served by the event according to the current statistics from the Municipal Affairs website:
http://www.municipalaffairs.alberta.ca/mc_municipal_profiles

Table 1 – Maximum Funding Levels Per Roundup

Population Served	Advertising [Non-Matching Funds]	Event Expenses [Matching Funds]
Small: up to 5,000	\$400 per material stream accepted	\$1,000
Medium: 5,001 to 10,000	\$1,000 per material stream accepted	\$1,500
Intermediate: 10,001 to 25,000	\$1500 per material stream accepted	\$2,500
Large: over 25,001	\$2000 per material stream accepted	\$5,000

- e) Three types of funding are available through the Beyond-The-Bin Grant.
 - i) **Event Expense funding** is determined by the population. Eligible Expenses will be covered at 50% of the invoice amounts up to the maximum amounts.
 - ii) **Advertising funding** is determined by the population and the number of different material streams accepted at the event. Eligible advertising costs will be covered at 100% of the invoice amounts up to the maximum amounts.
 - iii) **Collection funding** is available for the electronics and paint materials collected once they are shipped for recycling.
 - o Program Electronics are based on the net weight of eligible materials.
 - o Paint materials are based on the number of paint bins and spray paint cans collected.

6) Event Expense Funding

- a) The Program will fund on a matching (50%) basis some of the incidental costs associated with hosting a roundup event.
- b) Event expenses are limited to activities/use during the event and are eligible for reimbursement. Proof of payment, invoice copies, etc. are required for the funding package.
- c) No funding is provided to offset the expenses of the collection and handling of HHW/HSP or non-program materials.

Eligible Event Expenses	Ineligible Event Expenses
✓ Food and beverages for all participants. ✓ Honorarium (one per event up to \$500) for registered non-profit groups such as local fire departments, sports teams, etc. for assistance with handling Program Materials. Proof of non-profit registration may be required. ✓ Equipment rentals directly related to the event e.g., forklift and pallet jack to move/load materials, propane, tent, tables, chairs, and portable toilets. Please note that access to portable toilets should be unrestricted. ✓ Draw prizes for all participants (up to \$200) to be drawn during event hours. ✓ Handling/Receiving Fees if charged by Registered Processors for accepting electronics, tires and used oil materials at the event	✗ Food preparation equipment e.g., BBQ, grill. ✗ Staff and labor costs, equipment, and Personal Protective Equipment (PPE). ✗ Costs to rent or purchase items not directly related to the roundup event such as heavy equipment rentals, site preparation and cleanup costs. ✗ GST on services and materials. ✗ Funding for transportation and tipping fees resulting from collection and handling of non-program products. ✗ Land or facility rental e.g., curling rink, arena, community hall. ✗ Expenses prior to application approval. ✗ Project Management, Event Handling Fees ✗ Disposal Fees including service fees or recovery fees charged by processors for managing HHW/HSP and Used Oil Materials.

7) Advertising Funding

- a) **Advertising and promotion are critical** to the success of your event therefore, it is a **mandatory component** of this program. You must advertise the material streams selected on the Beyond the Bin Recycling Roundup Grant Application.
- b) The Advertising Template Guide and Specifications will be included within the grant application approval package and provide the advertising requirement details and examples.
- c) Advertising templates with space for the participant's event information are eligible for funding at 100% of the invoice amounts up to the maximum funding level per round up.
- d) If communities develop their own advertising the funding level may be reduced.
- e) To aid in the promotion of your event, please tag ARMA in social media so we can help to promote the event to our followers. To do this, in your social media text box type '@' then one of the following handles.
 - i. **Facebook: @Alberta Recycling**
 - ii. **X: @albertarecycle**
 - iii. **Linkedin: @Alberta Recycling Management Authority (ARMA)**
 - iv. **Instagram: @albertarecycling**

Eligible Advertising Expenses	Ineligible Advertising Expense
✓ Professional formatting of ads for print applications, signage, digital applications, etc., if you do not have the requisite software to do this in-house. ✓ Purchase of ad space and airtime. ✓ Printing of flyers, posters etc. ✓ Using the Radio donut. ✓ 'Other' as pre-approved by ARMA.	✗ Advertisements that do not reference any of the program materials (electronics, paint, tires, and used oil). ✗ Advertisements that do not include ARMA's logo or acknowledge the support provided by Alberta Recycling. ✗ Advertising expenses prior to application approval. ✗ GST on advertising and services

8) Collection Funding

The Participants can receive \$155 per tonne for program electronics and \$60 per standard paint bin for paint materials once the materials are shipped to a Registered Processor for recycling.

- a) If the Participant has a Registered Electronics and Paint Collection Site, the funding can be claimed through the ARMA Connect online reporting portal system as part of the quarterly claims.
- b) If the Participant does not have a registered collection site, the funding can be claimed using the 2025-26 Beyond the Bin Roundup - Collection Funding Request Form (provided within the Roundup Approval Package).

9) Stewardship Materials Collection

- a) Participants have two options for handling the materials collected at the roundup:
 - i) **In-house:** If you operate a registered collection site for the program materials, you can add the collected materials to your existing inventory and request a service pickup from the Registered Processors after the event. Please estimate the volumes collected for the Funding Request Package information.
 - ii) **On-Site Service:** You can engage the services of a Registered Processor to be onsite during the event. Please note, this event fee charged by the processor is not an eligible expense. Here is a link to the list of registered processors <https://www.albertarecycling.ca/processors/>
- b) Ensure the roundup attendees are not charged to drop off eligible Program Materials.
- c) Ensure secure, safe, and proper handling and storage of all materials, prevent theft, scavenging, vandalism, and environmental damage.
- d) Eligible electronics, and paint materials can be accepted from businesses. Used Oil Materials should only be accepted from residents, volume limitations apply for used oil drop-offs.
- e) Paint and Used Oil Materials must be collected in bins/drums to ensure secondary containment.
- f) Tires with rims are acceptable.

Please contact the Program - Grants Administrator at 1-888-999-8762 or grants@albertarecycling.ca for questions regarding the 2025-26 Beyond-the-Bin Community Recycling Roundup Grant.

2025-2026 Beyond-the-Bin Recycling Roundup Grant Application

PARTICIPANT INFORMATION		
Participant:		Phone No.:
Mailing Address:		Email:
Contact Name:		Title:
ROUNDUP EVENT INFORMATION to be posted on our website and included in your advertising. (attach summary sheet if needed)		
Location Name:		Event Date(s):
Address:	Phone Number:	Time(s):
Indicate stewardship material stream(s) to be collected at the event:		
Electronics ☐	Paint ☐	Tires ☐ Used Oil Materials ☐
Are you willing to accept large paint volumes from local businesses at your roundup event(s)?		YES ☐ NO ☐
Are you willing to accept electronics from local businesses at your roundup event(s)?		YES ☐ NO ☐
POPULATION & MAXIMUM ELIGIBLE FUNDING LEVELS (please see Table 1 – Maximum Funding Levels Per Roundup):		
Population Served:	Advertising Max Funding (non-matching):	Expenses Max Funding (matching):
Advertising Plan Information: Please list the advertising options you will be using to promote your roundup e.g. print ads, signage, radio, etc.:		
REGISTERED PROCESSOR INFORMATION		
Please detail who will be handling the materials at the event and the materials end destination.		
Material:	At the event (In-house, Registered Processor, Handler):	After the event (Registered Processor):
Electronics		
Paint		
Tires		
Used Oil		

I have read and understand the 2025-26 Beyond-the-Bin Recycling Roundup Grant Program Guide. I am fully aware of the eligible and ineligible expenses, and I certify I will ensure all event requirements will be met. I understand the information I provide to Alberta Recycling Management Authority (ARMA) is subject to review and audit.

Signature: _____ Date: _____
 Name: _____ Title: _____

Email completed application to grants@albertarecycling.ca