



## Comprehensive Recycling Analysis (CRA) Contents

### Section 360.11(a)(1) Identification of Recyclables

✓	Part 360 Citation	Requirement	Comments
	360.11(a)(1)	<p>The identification of recyclables must include the actual or estimated quantity of recyclables by type, expected to be generated, that could potentially be recovered whether or not feasible at the time of CRA preparation.</p> <p>The identification of recyclables must include:</p>	
	360.11(a)(1)(i)	<p>An analysis, for each year of the planning period, of the composition (i.e., quantity and characteristics) of the solid waste presently generated within the municipality(ies) and projections for future waste generation, generation changes caused by population change, seasonal variations and other factors.</p> <p>The source of the data must be identified and can be a combination of data available from the department as well as other information available to the planning unit. If actual data is not available or is incomplete, estimates may be developed based on available information acceptable to the department. The analysis must cover a 10-year planning period;</p>	
	360.11(a)(1)(ii)	<p>An identification and evaluation of the types of solid waste contained in the overall waste stream (such as newsprint, corrugated and other grades of paper, glass, aluminum, ferrous and nonferrous metals, textiles, tires, batteries, plastics, food scraps, yard trimmings), construction and demolition (C&amp;D) debris and biosolids</p>	

## Section 360.11(a)(2)

### Evaluation of Existing Efforts

✓	Part 360 Citation	Requirement	Comments
	360.11(a)(2)	An evaluation of existing efforts to recover recyclables. This evaluation must include the following:	
	360.11(a)(2)(i)	An identification of existing municipal, and known private commercial, institutional, industrial and efforts to recover recyclables. Data must include quantity and types of recyclables recovered, and a description of the recyclables collection and processing programs, the organic recovery programs and the public outreach and education programs used;	
	360.11(a)(2)(ii)	A summary of any efforts to enforce local disposal and recycling laws during the previous planning period;	
	360.11(a)(2)(iii)	An identification of any volume-based pricing incentives or other financial incentives used;	
	360.11(a)(2)(iv)	A summary of current recycling market agreements;	
	360.11(a)(2)(v)	A description of any local transporter licensing requirements if applicable;	
	360.11(a)(2)(vi)	A summary of recycling data collection efforts; and	
	360.11(a)(2)(vii)	A summary assessment of any data gaps and information needs.	

**Section 360.11(a)(3)**  
**Identification of Markets for Recyclables**

✓	Part 360 Citation	Requirement	Comments
	360.11(a)(3)	An identification of available and potential markets for recovered recyclables. This identification must be determined by:	
	360.11(a)(3)(i)	A review of available information concerning potential markets;	
	360.11(a)(3)(ii)	A survey of potential markets for recovered recyclables including an identification of all local and regional markets contacted, and the material quality requirements and market pricing structures, if available from each of the markets contacted; and	
	360.11(a)(3)(iii)	An identification of the types of processing necessary for separation and upgrading of recovered recyclables to assure market acceptance.	

## Section 360.11(a)(4)

### Existing Administrative and Financial Structure

✓	Part 360 Citation	Requirement	Comments
	360.11(a)(4)	A description of the existing administrative and financial structure of the municipality(ies). The description must include:	
	360.11(a)(4)(i)	An organizational chart(s) depicting the staff or entities responsible for implementing each element of the solid waste management system, including but not limited to, operations, administration, finance, outreach and education, enforcement, and data collection and evaluation;	
	360.11(a)(4)(ii)	<p>The financial structure, costs, revenues or other funding sources for all solid waste management facilities and programs operated or administered by the municipality(ies) including:</p> <ul style="list-style-type: none"> <li>(a). Costs, including capital investments, insurance, operation, maintenance, closure and post-closure costs (if applicable), administration, and financing;</li> <li>(b). Revenues, including fees, fines, and recyclables or recovered energy revenues, general fund contributions, special district charges; and</li> <li>(c). Funding mechanisms that are used to finance any facility operations, maintenance, and programs and events administered by the municipality(ies);</li> </ul>	
	360.11(a)(4)(iii)	<p>An identification of all laws and policies related to solid waste management within the municipality(ies) along with a designation of whether the municipality(ies) has adopted and is enforcing the identified laws and policies, including but not limited to:</p> <ul style="list-style-type: none"> <li>(a). The source separation laws adopted pursuant to section 120-aa of the General Municipal Law (GML);</li> <li>(b). Waste importation and/or disposal prohibitions, flow control or local hauler licensing laws;</li> <li>(c). Local product stewardship, green procurement and sustainability initiatives;</li> <li>(d). Contracting mechanisms and laws (e.g., those applicable to purchasing or districting);</li> <li>(e). Zoning laws or building permits;</li> <li>(f). Local environmental justice requirements; and</li> <li>(g). A description of any other local laws adopted or used to implement the solid waste management programs of the planning unit that could effect recycling, an assessment of their effectiveness, and a description of any proposed amendments, or new legislation being considered.</li> </ul>	

## Section 360.11(a)(5)

### Identification of Alternative Programs

✓	Part 360 Citation	Requirement	Comments
	360.11(a)(5)	An identification of alternative source separation/recyclables recovery programs considered. This identification must include a qualitative assessment of alternatives and enhancements to the existing solid waste management program that will decrease the amount of waste managed through disposal and thermal treatment by increasing waste reduction, reuse and the recovery of recyclables to the maximum extent practicable over the term of the planning period. The assessment must address, at a minimum, the introduction or enhancement of the following efforts or describe why they are not applicable:	
	360.11(a)(5)(i)	Waste reduction programs;	
	360.11(a)(5)(ii)	Reuse programs;	
	360.11(a)(5)(iii)	Recyclables recovery programs for paper, metal, glass, plastic, and textiles;	
	360.11(a)(5)(iv)	Organics recovery programs for food scraps and yard trimmings;	
	360.11(a)(5)(v)	Programs to develop or improve local and regional markets for recyclables;	
	360.11(a)(5)(vi)	Enforcement programs;	
	360.11(a)(5)(vii)	Incentive-based pricing;	
	360.11(a)(5)(viii)	Education and outreach;	
	360.11(a)(5)(ix)	Data collection and evaluation efforts;	
	360.11(a)(5)(x)	Local hauler licensing programs, including an assessment of laws preventing commingling of recyclables with waste;	
	360.11(a)(5)(xi)	Flow control and districting potential;	
	360.11(a)(5)(xii)	C&D debris reduction, including deconstruction, reuse and recovery programs; and	
	360.11(a)(5)(xiii)	Private sector management and coordination opportunities.	
	360.11(a)(5)	The information used in the assessment of alternatives and enhancements may be drawn from a combination of technology and program summary information prepared by or compiled by the department as well as other information available to the planning unit.	

## Section 360.11(a)(6) Evaluation of Alternatives

✓	Part 360 Citation	Requirement	Comments
	360.11(a)(6)	An evaluation of the alternatives determined to be applicable for either enhancements of existing source separation/recyclables recovery program elements or the addition of program elements. For each alternative evaluated, the following must be addressed:	
	360.11(a)(6)(i)	Administrative/technical impacts. An evaluation of the economic and administrative feasibility of implementation within the municipality(ies) including the following information: <ul style="list-style-type: none"> <li>(a). The estimated quantitative and qualitative impact of each alternative on the various components of the waste stream;</li> <li>(b). The appropriate types and sizing of facilities or programs needed, based on the projected quantities and composition of the solid waste generated;</li> <li>(c). A summary of the cost data used for evaluation, including consideration of any available life-cycle analysis data for the various alternatives; and</li> <li>(d). The impact or effect on natural resource conservation, energy production and employment-creating opportunities;</li> </ul>	
	360.11(a)(6)(ii)	Jurisdictional impacts. An analysis of the impact on neighboring planning units and other neighboring jurisdictions, and environmental justice within the municipality including: <ul style="list-style-type: none"> <li>(a). An assessment of interest in participation by other neighboring planning units or other neighboring jurisdictions;</li> <li>(b). Alternatives that would be available if any neighboring planning units or other neighboring jurisdictions participated;</li> <li>(c). Comments and recommendations received from any neighboring planning units or other neighboring jurisdictions;</li> <li>(d). An assessment of the environmental justice impacts in the planning unit.</li> </ul>	

## Section 360.11(a)(7) Selected Alternatives

✓	Part 360 Citation	Requirement	Comments
	360.11(a)(7)	After the various alternatives have been evaluated, a summary of the preferred alternatives and programs to be pursued by the municipality(ies) must be described, including:	
	360.11(a)(7)(i)	The alternatives chosen and reasons for their selection;	
	360.11(a)(7)(ii)	A detailed description of the procedures for implementation of the selected recyclables recovery program, including: plan and scope of operation, equipment to be used, collection arrangements, processing and storage procedures, market agreements, funding sources, the entity responsible for program operation and management, and the availability of staff for program implementation; an identification	
	360.11(a)(7)(iii)	Of expected qualitative and quantitative impacts, including, but not limited to, waste reduction, reuse, materials recovery, increased participation in recovery opportunities and product stewardship programs, as well as any economic, administrative or partnership benefits;	
	360.11(a)(7)(iv)	An assessment of the impact of the proposed recyclables recovery effort on existing recyclables recovery programs;	
	360.11(a)(7)(v)	An identification of the administrative, contractual, and financial requirements required for program implementation;	
	360.11(a)(7)(vi)	An identification of any new or modified local laws, ordinances or regulations that may be required to fully implement the selected alternatives;	
	360.11(a)(7)(vii)	The inclusion of actions to be taken to maximize, to the extent practicable, the development and enhancement of economic markets for recyclables recovered within the service area under local laws or ordinances adopted or to be adopted under section 120-aa of the General Municipal Law; and	
	360.11(a)(7)(viii)	An identification of the specific public relations and education programs to be undertaken for implementation or continuation and growth of the recyclables recovery program.	

## Section 360.11(a)(8) Implementation Schedule

✓	Part 360 Citation	Requirement	Comments
	360.11(a)(8)	An implementation schedule, must be included with specific dates for implementation of the selected program, including dates to attain specified, progressively decreasing quantities of MSW generated in the planning unit that will be managed through thermal treatment and disposal.	

## Section 360.11(a)(9) Projections

✓	Part 360 Citation	Requirement	Comments
	360.11(a)(9)	Projections for all MSW generated (both quantity and composition) within the municipality(ies) based on actual or estimated solid waste generation data.	
	360.11(a)(9)(i)	Projections must be provided for each year of the planning period based on the implementation plan and schedule.	
	360.11(a)(9)(ii)	Projections must be accompanied with an explanation of the assumptions and data used for: <ul style="list-style-type: none"> <li>(a). Projected MSW generation based on projected population, including the percentage of each generating sector; and</li> <li>(b). Progressively-decreasing quantities of MSW generated in the planning unit managed through thermal treatment and disposal.</li> </ul>	