

Community Collection Events | 2019-2020

Community group participation requirements and step-by-step process

1. Complete a separate application for each event or project and return it to your coalition. Your event or project must take place between August 1, 2019 and June 1, 2020.
 - a. Drop-box requests: Apply at least two months before event date.
 - b. All other clean-up events: Apply at least one month prior to your event date.
2. Coalition staff will approve your application within 3-5 days. Application approval will include the amount of approved funding for your event.
3. After application approval, you will receive the first half of the approved amount by check in approximately 30 days. Use the funds only for items included in your approved application budget. If you are unsure if an item qualifies, ask your coalition contact *before* purchase.
4. Contact any event partners as soon as possible after approval. See the Resource Guide for suggestions. This includes:
 - a. Community organizations that will assist with collection.
 - b. One of the eight approved garbage and recycling companies to secure drop boxes if you're organizing a waste collection event.
5. Provide the coalition with all promotional materials created for your event. These must include a BPS logo and a Metro logo.
6. Request any needed volunteer assistance from Master Recyclers at www.masterrecycler.org.
7. Get requested supplies. We ask that items be borrowed or rented whenever possible.
8. Keep all your receipts for required reporting purposes. *Taking pictures of receipts is a great way to keep records of your expenses.*
9. Have your event or host your project.
10. Complete the online report form:
 - a. Collection Report www.bit.ly/ccecollection19-20
 - b. Litter Report www.bit.ly/ccelitter19-20
11. Email or drop off all receipts to your coalition contact within two weeks of event completion.
12. You will receive the remainder of your approved funding amount after your group completes all the steps listed above.

The Bureau of Planning and Sustainability is committed to providing meaningful access. For accommodations, modifications, translation, interpretation or other services, please contact at 503-823-7700, or use City TTY 503-823-6868, or Oregon Relay Service 711.

Traducción o interpretación	Chuyển Ngữ hoặc Phiên Dịch	翻译或传译	Письменный или устный перевод
Traducere sau Interpretare	Письмовий або усний переклад	翻訳または通訳	Turjumida ama Fasiraadda
	الترجمة التحريرية أو الشفهية	ການແປພາສາ ຫຼື ການອະທິບາຍ	

Community Collection Events | Resource Guide 2019-2020

Tips to maximize funding

Each District Coalition Office has access to a limited number of drop boxes. Groups wanting to host large bulky waste events are encouraged to meet and strategize together, forming partnerships whenever possible. Brainstorm different types of innovative projects and tap into other community events to maximize the impact of your event. District Coalition staff can also help connect groups to other grant funding opportunities.

Connect with the Portland area resources below for reuse, donation and proper disposal of materials throughout the year. Call in advance to work with or donate items to any of these organizations.

Program restrictions

The following items are **not eligible** for CCE funding:

- Giveaways such as t-shirts, hats, bags.
- Direct mail and postage.
- Equipment and supplies not pre-approved by your coalition representative.
- Alcohol.

These materials are prohibited from collection at events. To the extent possible, include restricted items in promotional materials to ensure the community adheres to event guidelines.

Prohibited items include:

- Hazardous waste (batteries, paint, chemicals, CFLs).
- Construction, demolition and remodeling debris, e.g., roofing and asbestos-containing materials.
- Residential yard debris and trimmings.
- Commercial landscaping.
- Vehicles.
- Liquids.
- Waste and recyclables collected curbside.

Drop boxes for waste collection events

Groups must work with the approved drop box companies listed below and must get pre-approval from their coalition for the number of boxes at their event. Call one of the following companies to reserve your approved number of drop boxes. Given the limited number of boxes available per company, you may need to call more than one.



Drop boxes must be reserved with one of the eight approved garbage and recycling companies. A limited number of boxes are available. The cost is \$500 per drop box, no matter how full it is. Pre-approval from your District Coalition is required.

- [Portland Disposal and Recycling](#), 503-281-8736, Joni Simonton
- [Heiberg Garbage](#), 503-794-8212, Jessi Heiberg
- City of Roses Drop Box, 503-285-9940, A.J. Simpson
- Chetco Construction, 503-442-0171, Alex Witter
- [Flannery's Drop Box](#), 503-669-8002, Scott Burbach
- Interstate Drop Box, 360-609-7748, Brent Daniels
- Resource Recovery Systems (ECR) 503-256-8865, Brendan Jamieson
- [Arrow Sanitary](#) 503-257-3993, J.R. Ortega

Litter

SOLVE www.solveoregon.org/kprc | 971-346-2708

All litter event planners must contact SOLVE's *Keep It Pretty, Rose City* program to start an event or join an existing one. SOLVE offers free cleanup supplies, volunteer support and a \$100 grant for supplies.

Reuse and recycling resources

Community Warehouse www.communitywarehouse.org | 503-235-8786

Portland nonprofit furniture bank that focuses on household goods and furnishings for neighbors in need. Staff or volunteers may be able to attend event for a fee.

Free Geek www.freegeek.org | 503-232-9350

Portland nonprofit that accepts most electronics for reuse or recycling. Staff may be able to provide services for a fee based on pickup, half day or full day events.

Habitat for Humanity ReStore www.pdxrestore.org | 503-283-6247

Portland nonprofit that accepts new and salvaged building materials, furniture, appliances, paint and stains and other home improvement items. Website has up-to-date lists of acceptable items.

Schoolhouse Supplies www.schoolhousesupplies.org | 503-249-9933

Portland nonprofit that supports public education by providing free school supplies to students in need. Website has up-to-date lists of acceptable items.

SCRAP PDX www.scrappdx.org | 503-294-0769

Portland nonprofit creative reuse store and donation center that offers all kinds of reused materials for arts and crafts—plus school, office, and party supplies. Website has up-to-date lists acceptable items.

The ReBuilding Center www.rebuildingcenter.org | 503-331-9291

Portland nonprofit that accepts reusable building materials to sell or donate to the community. Review guidelines before dropping off donations. Pick-up service available.

Agilyx www.agilyx.com | 503-217-3160

Free Styrofoam recycling for polystyrene. No starch peanuts, PE, or PP foam. Drop-off only.

Green Century Recycling www.greencenturyonline.net | 503-764-9963

A Portland business that offers a range of pickup and removal services for electronic waste for a fee.

Oregon E-Cycles www.oregon.gov/deq/ecycles/Pages/Consumers.aspx | 1-888-532-9253

Free Oregon statewide collection program for certain electronics. Residents can take seven or fewer computers (desktops, laptops and tablets), monitors, TVs and printers at a time to Oregon E-Cycles collection sites. Computer peripherals (keyboards, mice) are also accepted. *Some restrictions apply.*

PaintCare www.paintcare.org/paintcare-states/oregon/#/everyone | 503-410-1648

Paint and other household hazardous waste are prohibited at CCE. Direct residents with paint cans to this statewide program instead.

Other resources

Graffiti removal www.portlandoregon.gov/civic/32420 | 503-823-9666

The City of Portland Graffiti Program provides free and reduced-cost graffiti removal services; and facilitates and coordinates graffiti cleanup events with free training and supplies. They will provide snacks and refreshments for events with 30 or more volunteers.

Metro

• **Find a Recycler** www.oregonmetro.gov/tools-living/garbage-and-recycling/find-a-recycler | 503-234-3000

Use this web search tool or call the hotline to learn where to recycle, donate or reuse almost anything.

• **Regional Illegal Dumping (RID) Patrol** www.oregonmetro.gov/ridpatrol | 503-234-3000

RID Patrol cleans up illegally dumped or abandoned garbage sites. It also investigates evidence found in dumped garbage and eye-witness accounts of dumping incidents on either public or private property.

• **Transfer Stations** | 503-234-3000

www.oregonmetro.gov/tools-living/garbage-and-recycling/garbage-recycling-hazardous-waste-disposal-portland

Prohibited materials at transfer stations: All construction, remodeling and demolition debris is prohibited at collection events. If an attendee brings construction debris, they should check the suspect material list (below**) to see if they need to have any items tested for asbestos *before they take them to the transfer station.*

***Examples of high-risk materials suspected of containing asbestos:*

- **Flooring:** vinyl tiles, vinyl sheet, cove base.
- **Walls:** plaster, decorative plaster, textured surfaces on drywall.
- **Siding:** cement siding shingles “Transite”, stucco.
- **Insulation:** spray-applied, blown-in, vermiculite, pipe, HVAC and lagging.
- **Ceilings:** acoustical tiles, “popcorn” and spray-on texture.
- **Electrical:** wire insulation, panel partitions.
- **Other:** mastic, window glazing, fire doors, fire brick, fire proofing.