

# SCORE guidebook

## Acronyms

C&D	Construction and demolition
C/I/I	Commercial/industrial/institutional
MMSW	Mixed municipal solid waste
MPCA	Minnesota Pollution Control Agency
MSW	Municipal solid waste
SCORE	Select Committee on Recycling and the Environment
SSOM	Source separated organic materials

## Definitions

**Industrial solid waste** – all solid waste generated from an industrial or manufacturing process and solid waste generated from nonmanufacturing activities such as service and commercial establishments. Industrial solid waste does not include office materials, restaurant and food preparation waste, discarded machinery, demolition debris, municipal solid waste combustor ash, or household refuse. ([Minn. Stat. §115A.03 Subd. 13A](#))

**Mixed municipal solid waste** – garbage, refuse, and other solid waste from residential, commercial, industrial, and community activities that the generator of the waste aggregates for collection, except: Auto hulks, street sweepings, ash, construction debris, mining waste, sludges, tree and agricultural wastes, tires, lead acid batteries, motor and vehicle fluids and filters, and other materials collected, processed, and disposed of as separate waste streams. ([Minn. Stat. §115A.03 Subd. 21](#))

**Municipal solid waste** – or “total solid waste generation” is the total by weight of materials separated for recycling, materials separated for yard waste and source-separated compostable materials composting, and mixed municipal solid waste plus motor and vehicle fluids and filters, tires, lead acid batteries, major appliances, and residential waste materials that would be mixed municipal solid waste but for the fact that they were not collected as such (i.e. On-site disposal)

**Recyclable materials** – “Recyclable materials” means materials that are separated from mixed municipal solid waste for the purpose of recycling or composting, including paper, glass, plastics, metals, automobile oil, batteries, source-separated compostable materials, and sole source food waste streams that are managed through bio-degradative processes. Refuse-derived fuel or other material that is destroyed by incineration is not a recyclable material. ([Minn. Stat. §115A.03 Subd. 25a](#))

**Recycling** – the process of collecting and preparing recyclable materials and reusing the materials in their original form or using them in manufacturing processes that do not cause the destruction of recyclable materials in a manner that precludes further use; this includes yard waste composting, and recycling that occurs through mechanical or hand separation of materials that are then delivered for reuse in their original form or for use in manufacturing processes that do not cause the destruction of recyclable materials in a manner that precludes further use. ([Minn. Stat. §115A.03 Subd. 25b](#))

**Reuse** – "Reuse" means a product or material that is maintained in its original form without significant alteration, used again for its original or similar purpose, and to extend the life of a product or replace the need for a new product. Reuse is not recycling and does not alter an object's physical form by extracting base materials for processing into a new item.

**Source reduction** – reusing a product in its original form; increasing the life span of a product, including repair, reducing material or the toxicity of material used; and changing procurement, consumption, or waste generation habits to result in smaller quantities of waste or lower toxicity of waste.

**Source separated organic materials** – source-separated compostable materials and yard waste, vegetative wastes generated from industrial or manufacturing processes that prepare food for human consumption, and compostable plastic materials that meet ASTM standards. ([Minn. Stat. §115A.03 Subd. 32a](#))

## About SCORE report

The Select Committee on Recycling and the Environment (SCORE) Report is an annual examination of Minnesota waste management, providing detailed program information and data at the statewide and county-level. The Minnesota Pollution Control Agency (MPCA) uses SCORE information to detail trends in waste generation, management, and disposal, and to help develop sound policy and plans to manage waste in a manner that protects the environment and human health.

Currently, annual SCORE reporting includes six forms that each county must fill out in the state reporting system, Re-TRAC Connect, by April 1<sup>st</sup>. These surveys include:

1. SCORE Program Details (Once every 5 years)
2. Source Reduction
3. Materials Collected for Recycling
4. Waste Generation
5. Licensed Haulers
6. Revenue and Expenditures

Additional detail about each of the forms is available in sections below.

## Purpose of guidance

This SCORE Guidance is intended to support counties tracking and submitting relevant data through Re-TRAC Connect. It outlines the requirements and expectations for annual reporting, clarifies what data should be submitted, and includes a frequently asked questions (FAQ) on unique circumstances and potential exceptions.

The following sections will do a deep-dive into each of the individual forms that you will be asked to fill out as part of the SCORE program. They will contain an overview of what the form is asking, and the intent behind the questions as well as more technical instructions for filling out and answering the questions appropriately. Please reach out to the SCORE program coordinator if you ever have trouble or need assistance filling out any of these forms. You can use the Support Request option within your Re-TRAC account or contact the MPCA SCORE Program Coordinator.

## SCORE program details form

The SCORE Program Details form asks basic yes/no, fill-in-the-blank questions geared toward gaining a better understanding of waste management in Minnesota. The SCORE Program Details form will only need to be completed every five years. Questions will change to keep current with legislative, MPCA, and county information needs.

## Collection system

**The MPCA uses the information in this section of the form to determine whether counties are providing a collection system to eliminate illegal burying or burning household waste.**

The information provided in this section tracks MPCA and county work on reducing illegal on-site disposal of household waste, ensuring compliance with [Minn. Stat. 115A.93](#) and [115A.919, subd 2](#).

The questions address county prohibitions, county ordinances, licensing of waste haulers and variable-rate pricing, and if a surcharge, tip fee or service fee are implemented to support county programs.

## Recycling

**The MPCA uses the information in this section of the form to determine whether counties are providing an opportunity to recycle as required by Minnesota statute.**

According to statute, counties must ensure that all residents, including residents of single and multifamily dwellings, have an opportunity to recycle. The opportunity to recycle must include, at a minimum:

- A conveniently located local recycling center in the county and convenient sites for collecting recyclable materials
- Curbside pick-up, centralized drop-off, or a local recycling center for at least four broad types of recyclable materials in cities with a population of 5,000 or more
- Monthly pick-up (curbside) of at least four broad types of recyclable materials in cities of the first class (over 100,000 people) or the second class (20,000-100,000 people) per [Minn. Stat. 410.01](#) and cities in metropolitan area with a population of 5,000 or more.

The questions ask for information regarding the level of recycling service provided in a county.

## Organic waste management

**The MPCA uses the information in this section to help determine the status of organic materials, food, and yard waste composting programs in the state.**

The MPCA also uses data in this section to track progress towards our strategic plan goal to reduce food waste from households and businesses by generating less and rescuing and recycling more.

Organic materials have and will continue to change in management, especially as prevention of wasted food and food rescue programs expand. The MPCA is interested in county-level information on the management of organics materials. This includes food to people, food to livestock, yard waste, and SSOM programs. The MPCA uses the answers to these questions to track county program effectiveness to better understand the growth or decline in reported tonnages.

## Procurement

**The MPCA uses the information in this section to help support the statewide goal of increasing environmentally preferable purchasing to reduce toxins and increase the use of recycled goods.**

These questions cover county procurement related to environmentally preferable purchasing and highlight county actions that help advance these goals.

## Source reduction form

Source reduction includes upstream activities targeted at preventing the production of materials. The MPCA uses information on source reduction activities to better understand the existing programs happening in the state, facilitate sharing of successful case studies, and learn about areas that require additional support from the State. Source reduction activities are activities that reduce the amount or toxicity of waste generated. Recycling or reuse activities are not considered source reduction.

There are two sections related to source reduction – “internal” and “community.” The internal section is specific to activities that are a part of county operations. Community source reduction encompasses all other reduction activities, both residential and business. To complete these sections, fill out the information in the table related

to the activity, duration, and outcomes. To report on more than one activity, click on the plus sign to add additional lines. You can add up to five lines in each section.

Source reduction includes:

- Reusing a product in its original form.
- Increasing the life span of a product.
- Reducing material or the toxicity of material used.
- Changing procurement, consumption, or waste generation habits to result in smaller quantities of waste or lower toxicity of waste.

Examples of source reduction activities include:

- Purchasing refurbished toner cartridges.
- Shifting from one-time use, disposable plastic to reusable utensils.
- Establishing or growing capacity for food rescue.
- Purchasing meal-planning software to 'right-size' food preparation.

**Discards management is not source reduction. Examples of discards management include:**

- Recycling toner cartridge.
- Shifting from single use disposable plastic to single use compostable.
- Establishing or growing a compost program.

## Revenues and expenditures form

This form focuses on revenues and expenditures associated with SCORE programs and activities. The MPCA uses the information obtained from this section to verify SCORE grant disbursements, minimum match requirements, carryover balances, and to report the total level of county financial investment to the Legislature.

Please be as complete as possible with your accounting. Because this data is reported directly to the Legislature each year, it is in the counties' best interest to show the total funding necessary to implement solid waste related programs. This also ensures the Legislature understands that SCORE grant funds only cover a portion of the work counties do on SCORE-related activities. Information regarding SCORE payments and carryover balance are emailed to counties annually.

Some counties show a large negative carryover balance as a way of demonstrating to the Legislature that state funding is inadequate. The only problem with this is that a legislator may only look at the revenue side and make the incorrect conclusion that a county is not investing much of its own money to fund local programs (when in fact it is usually just the opposite). By providing a full accounting of all revenues and expenditures involved in local SCORE programs, the full funding picture becomes clear to all parties and it is easier to make the case for continuing and potentially expanding support for local programs.

[Minn. Stat. 115A.557](#) was established in 1989. This statute set up the formula in which the dollars are disbursed to counties, the purposes for which the dollars may be spent, and the eligibility to receive the disbursement dollars. Disbursements are made twice a year in April and October, and based on population provided by the [Minnesota State Demographic Center](#). This calculation is done annually. Each county is required to match the funding from the Legislature with a local contribution of at least 25%.

[Minn. Stat. 115A.557, subd. 2 \(b\)](#) establishes the requirement for Metro counties to spend SCORE funding on various types of organics recycling. FY2014 is the base year; half of any additional funds received in subsequent years is obligated to be spent on various types of organics recycling as defined in the statute.

You can use SCORE funding for a wide variety of activities related to materials and waste management, including staffing, operating costs and capital costs, waste prevention, reuse, recycling, yard waste composting, supporting the development of markets for recyclable materials or reusable products, removing and managing problem materials (including household hazardous waste) from the waste stream, providing technical assistance services in materials and waste management, conducting education and project promotion for materials and waste management, or preventing litter. For more information regarding eligible expenditures, please see [Minn. Stat. 115.557, subd 2](#).

Eligible expense examples	Ineligible expense examples
<ul style="list-style-type: none"> <li>• Ordinance development</li> <li>• Source reduction or reuse activities and program development</li> <li>• Recycling or compost program development</li> <li>• Staff time spent on eligible activities</li> <li>• Equipment purchase/infrastructure to promote recycling</li> <li>• Market development</li> </ul>	<ul style="list-style-type: none"> <li>• Disposal of solid waste at landfills</li> <li>• Clean-up of an illegal disposal site</li> <li>• Collection of materials from an illegal disposal site</li> <li>• Non-solid waste related staff time</li> </ul>

## Materials collected for recycling form

This form covers the recycling of materials, including organic materials. Both materials collected by haulers and those taken directly to end markets should be accounted for. The MPCA uses this information to determine recycling rates for individual counties and evaluate their progress towards meeting the goals established in [Minn. Stat. 115A.551, subd 2a](#). Recycling rate is the percentage of total MSW generated that is recycled or reused.

Materials that would be managed separately and not destined for a municipal solid waste (MSW) landfill or processing facility (such as non-hazardous industrial waste and demolition waste) should not be included. Recycling from industrial or manufacturing processes should not be included in SCORE. Some examples would be cutoffs from manufacturing, food processing waste, off-spec materials, etc. Please contact the SCORE Program Coordinator if you are not certain if a material should be included in SCORE.

If materials are burned for energy they should not count toward your recycling totals but instead should be reporting in the MSW sent to WTE in the Waste Generation form in ReTRAC.

All recycling reported on the SCORE survey must be documented. Documentation provided by a generator, hauler, or end market that includes weight or volume of material is one acceptable form of documentation. However, a calculation may be necessary to determine the materials collected for recycling from some businesses. If a calculation is required, the methodology must be approved by the MPCA SCORE Coordinator. Some acceptable methods for collecting data include: having a conversation with a business (in person or by phone) to verify their recycling; site visits to inspect collection practices; containers used and frequency of service; and conducting a survey.

The MPCA has worked to include all commonly reported material types within ReTRAC. If a county needs to report a material that is not listed in ReTRAC, please contact the MPCA SCORE Coordinator for assistance. The material may fit into a category already listed, may need to be added to ReTRAC, or may not be eligible to be reported in SCORE.

As seen below, ReTRAC has been updated so that all eligible material types can be viewed at once. There is also an optional comment section added for counties to explain changes from year to year. Commenting on these year to year changes in the ReTRAC form may reduce the number of follow-up questions from the MPCA SCORE Coordinator.

## Metal

	RESIDENTIAL TONS	C/I/I DOCUMENTED TONS	COMMENTS
Aluminum	0.00	0.00	
Aluminum Cans	0.00	0.00	
Ferrous Metals	0.00	0.00	
Non Ferrous Metal	0.00	0.00	

Total Tons of Residential Metal 0.00

Total Tons of C/I/I Metal 0.00

Total Tons of Metal 0.00

## Traditional recycling

Many recyclables are now collected in a single stream. It is necessary to break out the composition of what is collected by material type when completing the SCORE survey. If you are unable to obtain the information by material type, use the following conversion table as guidance. Materials collected for recycling through single stream cannot simply be reported as "other."

### Single sort composition

Aluminum	2%
Steel/tin cans	3%
<b>Total Metals</b>	<b>5%</b>
Corrugated	13%
Mixed Paper	28%
Newsprint	30%
<b>Total Paper</b>	<b>71%</b>
Food & Beverage	19%
<b>Total Glass</b>	<b>19%</b>
Mixed Plastics	5%
<b>Total Plastic</b>	<b>5%</b>
<b>Total</b>	<b>100%</b>

**Please note**, recyclables reported by haulers through hauler reporting will still need to be reported through SCORE at this time. This may change once major compliance with hauler reporting is achieved. Ferrous and non-ferrous tonnages collected from scrap metal dealers can be included in SCORE under certain conditions. The scrap metal dealer must be able to certify that the metal they are reporting does not include i-beams, auto hulks, farm equipment, manufacturing cutoffs, or other industrial metal. Contact the MPCA SCORE Coordinator if the scrap metal dealer cannot certify those materials are not included.

## Organics

There are four main options in the organics category based on management: food to people, food to livestock, source-separated organic material, and yard waste.

Food to people typically goes to food banks or food shelves and the MPCA has been providing statewide data to counties from the major food banks in the state. Please use the information from the MPCA provided document to fill-in the food-to-people number. If you have a different number, from what the MPCA provides, please use your number but provide information on the data you received. This will help the MPCA continue to get better data over time. Food to livestock typically is hauled directly from the generator to the livestock producer. Food waste from food processing plants to livestock facilities should not be included in SCORE.

## Reuse

Counties are now able to report reuse activities and material amounts in ReTRAC. Please note, the Materials Collected for Recycling form in ReTRAC now has two pages to allow for the reporting of reuse. The page navigation and initial reuse question are shown below.

PAGES: 1 2

### SCORE: MATERIALS COLLECTED FOR RECYCLING

Annual | 2021

NEW RESPONSE FOR: MPCA TEST

#### Materials Collected for Reuse

"Reuse" is the continued use or repurposing of items or materials without processing (this includes resale, repair, rental, and donation of items to partners that facilitate reuse). Reuse extends the life of existing products to reduce the demand for new production and the associated environmental impacts of that manufacturing. Recycling numbers should NOT be included in this section.

Please list the quantity of items and materials reused in your county through county programming or partner efforts located within your county.

Do you have reuse to report?

☐ Yes

☐ No

If a county has reuse to report, select "Yes" and complete the rest of the form. As with recycling, the MPCA has worked to include all commonly reported material types that are reused. If there is a material that has been reused that isn't listed or if you are unsure if a material should be listed as reused instead of recycled, please contact the MPCA SCORE Coordinator for assistance.

If a county doesn't have reuse data to report and the recycling page is complete, simply select "No" at the top of the second page and mark the form "Complete."

At this time, all materials reported as reuse will count toward a county's recycling rate. The MPCA will be using reuse data to further calculate environmental benefits of county-level and statewide materials and waste management practices.

## Waste generation form

This form provides information on the amount of MMSW generated in Minnesota and how it is managed. On this form, counties will be asked to report the amount of MMSW that was managed at a resource recovery facility or at a landfill. Counties will also be asked to estimate the number of residents who do not have access to hauling services that do not self-haul. Finally, counties will be asked to report if haulers that are licensed by the county have met their hauler reporting requirements.

Please note that the report is asking for the number of residents who do not have access to hauler services, not the number of residents who choose to manage their waste onsite. It is recommended that counties contact their haulers to determine what areas they service in the county to determine which areas do not have hauling services available or a disposal facility nearby. From there, counties can use demographic data to estimate the population that utilizes onsite disposal.

Counties must also determine if all of their licensed haulers have completed their hauler reporting in ReTRAC and report the amount of waste collected by those haulers. The goal is to utilize hauler reported data to track MMSW generation instead of county reported data in the future. This cannot happen until major compliance with hauler reporting is achieved. We strongly encourage counties to contact those haulers to encourage them to complete their hauler reporting to help us achieve that goal as soon as possible.

## Licensed haulers form

In order to determine hauler compliance with [Minn. Stat. 115A.93](#) we need a comprehensive list of licensed haulers in the county with contact information and details regarding materials collected. This form will pre-populate with the previous year's answers so once populated it will only need to be updated. Counties must review their licensed hauler list in ReTRAC for accuracy annually.



# Appendix A

## Frequently asked questions

### What are “broad material types?”

Broad material types are different categories of materials such as organics, metal, glass, paper, plastic, yard waste, and textiles. Different grades of the same material (such as old corrugated, newspapers, and office paper) constitute only one broad material type (paper).

### Does yard waste count toward the SCORE recycling rate?

Yes, reported yard waste will count towards recycling. The 2012 legislation removed Yard Waste and Source Reduction credits, and as a result the recycling rates are measured by weight only. Counties *should* include actual yard waste tonnage in the calculation of their county recycling rate.

### Do counties receive any credit towards the SCORE recycling rate for source or waste reduction?

No. Counties no longer receive the source reduction credit that was added onto the recycling rate. This credit was removed by the legislature in Counties are still required to advance source and waste reduction efforts through county programming, education, and grants because it is at the top of the hierarchy and the most preferable management method.

### What revenues can count toward the required 25% local match for the SCORE grant dollars?

Match dollars must be from local revenue sources. State or regional funds cannot be used for the match.

### What is required of a county to receive its annual SCORE grant dollars?

A county must do the following to receive SCORE grant funds:

1. Set up a dedicated account for SCORE grant funds, county matching funds, and resulting interest.
2. Complete the annual SCORE survey forms and submit them to the MPCA.
3. Have an updated county solid waste management plan approved by the MPCA.

If any of these activities are not completed, the MPCA will withhold SCORE funding. Once all three have been established, funds will be allocated to the county.

### Are there special requirements for the management of SCORE revenues at the county level?

Yes, state legislation requires counties to establish a separate fund for SCORE grant dollars. In addition, the counties must establish accounting procedures that ensure the funds will only be spent on eligible expenses. Those include the development and implementation of programs to:

1. Reduce the amount of solid waste generated.
2. Recycle the maximum amount of solid waste technically feasible.
3. Create and support markets for recycled products.
4. Remove problem materials from the solid waste stream and develop proper disposal options for them.
5. Inform and educate all sectors of the public about proper solid waste management procedures.
6. Provide technical assistance to public and private entities to ensure proper solid waste management.
7. Provide educational, technical, and financial assistance for litter prevention.”

([Minn. Stat. 115A.557, subd. 2](#))

### Can MSW composting, waste-to-energy, waste tire disposal, or other disposal facilities and programs be funded with the SCORE grant?

In some cases, yes. In 2001, [Minn. Stat. 115A.557](#) (SCORE funding) was amended to allow SCORE funds to be spent on processing mixed municipal solid waste generated in the county at a resource recovery facility located in Minnesota. MSW composting and waste-to-energy facilities and related activities are now eligible for SCORE



expenditures. If you are unsure whether or not a specific facility meets the waste processing and/or resource recovery definitions, contact the MPCA SCORE Coordinator for further clarification.

**Can a program that involves the reduction or recycling of demolition debris or other non-MSW solid waste materials be funded with SCORE dollars?**

Yes, because the statutory purposes for SCORE funds include “solid waste,” not just MSW.

*However, only the tonnage of recyclable materials that would otherwise be a part of MSW can be counted toward the SCORE recycling rate. Wastes that are normally handled as a part of a separate waste stream, such as most demolition materials or industrial wastes, cannot be counted toward the SCORE recycling rate, even if recycling of these materials involves the use of SCORE funds.*

*Counties that are interested in undertaking activities or programs for non-MSW solid waste streams should first consult MPCA SCORE staff to confirm the use of SCORE funds.*

**Can counties purchase office equipment with SCORE funds?**

Yes; however, the amount of SCORE funding they are eligible to use depends on whether or not the equipment is totally or partially used for SCORE-related activities. For instance, if a county purchases a computer that is used 35% of the time for county zoning issues, 25% on non-SCORE related solid waste work, and 40% for SCORE related work, then only 40% of the computer costs are eligible SCORE expenditures.

**Are expenses for the collection, transportation, and disposal of problem materials eligible SCORE expenditures?**

Yes, as long as the problem materials are being removed from the solid waste stream and proper disposal options are developed for them.

**Can SCORE money be used to fund revisions to a solid waste ordinance?**

Yes. Counties may use SCORE funds to cover expenses associated with that portion of an ordinance revision that is related to complying with SCORE programs and requirements.

**If a county staff person only spends a portion of their time on SCORE-related activities, does all of that position’s cost count as a SCORE expenditure?**

No. Only the portion of the cost associated with SCORE activities can be included. Current job descriptions that assign a percentage of a staff person’s time to SCORE activities can be used as the basis for this calculation.

**How should the accounting for the sale of capital equipment purchased with SCORE dollars be managed?**

If SCORE dollars were used to purchase buildings, equipment, and vehicles used to carry out work as listed in [Minn. Stat. 115A.557, subd.2](#), following is the MPCA policy based on the intent of use of SCORE dollars.

Upon the sale, dollars are to be placed back into the established separate fund for SCORE grant dollars. Unless the depreciated value (based on IRS depreciation tables) of the building, equipment, vehicle, or other purchases is zero, the county is free to do what you wish. However, upon receipt of SCORE dollars the counties were to ensure the funds are spent only for the purposes listed in statute as the dollars were intended to be used. Thus, the MPCA wants to see the SCORE portion to be used to further the county recycling programs.

**Can SCORE funds from the current year be carried over into next year?**

Yes. A county may carry unspent SCORE funds forward to the next year. The county should, however, have plans for spending that money. Carry-over SCORE funds cannot be used as local match in future years.

**Can a negative balance be carried forward and how do I balance such a carryover?**

On the top of Revenues of the SCORE survey form, counties should report any SCORE fund carryover from the previous year; positive or negative. If you report a negative carryover (due to greater expenditures than revenues) in the previous calendar year, you may enter a positive amount on the next line “Adjust to balance carried-over” for the purposes of balancing or “zeroing out” your SCORE dedicated account. You may not, however, do a negative adjustment and take money out of the SCORE account using this part of the form. This is because there is no accounting for how the money was spent. Instead, report any use of SCORE money on your expenditure section.

**When does recycling by a large, single industrial or commercial source count toward the SCORE recycling rate?**

Only the recycling of commercial and industrial materials that have historically been landfilled as a part of the MSW stream or accepted at an MSW processing facility for management with MSW, counts toward the SCORE recycling rate. Recycling of materials such as scrap metal, which have not historically been managed as a part of the MSW stream, may not be counted toward the SCORE goal.

**Can estimates be used in cases of known recycling, but unable to receive tonnages by business?**

No. SCORE will be measured on documented tonnages only. Counties are encouraged to work with the MPCA SCORE Program Coordinator to develop a methodology for calculating the amount recycled from entities who cannot provide exact weights or other measures.

**Can foundry sand recycling or reuse be considered recycling?**

No. Foundry sand is not MMSW. It is a separately managed non-hazardous industrial waste.

**Can I report estimated recycled material tonnages on the SCORE survey forms?**

No. Counties are no longer able to use estimated recycling but to obtain and use only recycled tonnages that have been documented. There are two sectors that can be used to report recycled material tonnage on the SCORE survey form; residential and commercial documented (CII doc). The residential sector is for recycled materials generated by county residents or citizens. The Commercial/Industrial/ Institutional sector is for recycled materials generated by businesses, industrial, and institutional in the county.

**What uses of glass count as recycling?**

In the broadest sense, a glass bottle being melted and manufactured into a new glass bottle, or use of glass in a manufacturing process that does not preclude further use of the glass, constitutes recycling. The MPCA has approved, on a case-by-case basis, additional specific uses of glass. If you have a question on whether glass use constitutes recycling, contact the MPCA SCORE Coordinator.

**Can glass or other recyclable materials be used as landfill daily cover be included in SCORE Reporting?**

No. There are two main reasons for this:

- Source separated recyclables are prohibited from disposal in landfills or other disposal facilities.
- Recycling by definition means materials must be reused in their original form or in a manufacturing process that does not cause the destruction of the material or preclude further use.

**Does using multiple grades of plastic to create plastic lumber constitute recycling?**

Yes.

**Is yard waste that is incinerated for energy considered composting and/or recycling?**

No. The definition of recycling (which also applies to composting) specifically states if the process precludes the product from further use, the activity is not recycling.

**Does the reuse/rescue of food and recycling/composting of food waste and wasted food count toward the SCORE recycling rate?**

Yes. Counties have been able to count the tons of food diverted to people, wasted food diverted to food-to-animal programs, and wasted food and food waste composting for a number of years. Source-separated compostable materials" means MMSW that:

1. Is separated at the source by waste generators for the purpose of preparing it for use as compost.
2. Is collected separately from other MMSWs.
3. Is comprised of food wastes, fish and animal waste, plant materials, diapers, sanitary products, and paper that is not recyclable because the director has determined that no other person is willing to accept the paper for recycling.
4. Is delivered to a facility to undergo controlled microbial degradation to yield a humus-like product meeting the agency's class I or class II, or equivalent, compost standards and where process residues do not exceed 15% by weight of the total material delivered to the facility.

**Are shredded tires used in asphalt counted as recycling in SCORE?**

Yes.

**Can household hazardous wastes or tires that are burned (in some cases with energy recovery) be counted toward recycling?**

No. Counties may only count those household hazardous wastes or tires that are actually recycled.

**Can pallets be counted toward recycling?**

Yes. Pallets that are recycled can be counted toward recycling. If the pallets are reused this can be counted toward reuse.

**Are counties only to report non-covered electronic devices?**

No, please report all electronics that are collected for recycling in SCORE, including electronics covered by the electronics recycling law.