

Subject: Subject: IMPORTANT: Local Government Authorization to Designate Funding to Service Providers or Other Entities for Recycling Programs

Hello, my name is Rachel VanWoert and I work in DEQ's Materials Management Program at DEQ's Klamath office. I am here to assist you, as a local government, and your partners with implementation of the [Recycling Modernization Act \(RMA\)](#).

Local governments are eligible for funding from the Producer Responsibility Organization (PRO) to help meet their new obligations under the RMA. The funding must be distributed to the local government, service provider or other entity that implements the programs, makes the purchases, or otherwise incurs eligible costs. Through the Funding Authorization process described below, local governments may identify service providers and/or other entities that can enter into agreements with the PRO and receive the funding directly.

Your city or county must take action in order to participate in the Funding Authorization process, also known as the service provider designation.

DEQ is required to ask local governments if they wish to identify service provider(s) or other entities to receive PRO funding directly. **The Funding Authorization is the first step of a two-part process.**

Step 1: Local governments complete the authorization form and submit to DEQ.

Step 2: The prospective PRO, Circular Action Alliance (CAA), will reach out to those entities that have been identified in Step 1 to enter into funding agreements.

Attached to this email is Funding Authorization information and the form that needs to be filled out by local governments. The resources include:

- **Instructional video on the Funding Authorization process.** DEQ suggests your team starts here, both to refresh yourself with the RMA funding categories and as a tutorial on how to fill out the Funding Authorization form. <https://youtu.be/iuRY6-61NF0>
- **A factsheet** with background information on the Funding Authorization process and written instructions for completing the form.
- **The Funding Authorization form.** The form consists of multiple tabs in an Excel document. If you need a paper form, please let me know. The forms are due back to DEQ by March 31, 2025. You can choose to authorize funding to a service provider or to another entity (such as the county government, a community organization, or a

non-profit) on your behalf or a local government can also retain the funding from the PRO.

We encourage you to coordinate on the Funding Authorization with your service providers or any other entity that provides recycling services in your community. DEQ has copied known service providers in cities and counties of Eastern Region on this email.

If you are a city that has an inter-governmental agreement with your county, please coordinate with your county contact on the Funding Authorization. Each city within the cooperative must sign the Funding Authorization (Tab 1) form. The county overseeing the agreement can submit all signed forms together, along with the applicable Service Provider or Other Entity forms.

Please reach out to me if you need any assistance in completing the funding authorization form.

The RMA brings Oregon communities a unique opportunity to improve local recycling accessibility and efficiency. DEQ wants to help prepare local governments and service providers for the RMA launch in 2025. We recognize that this is new and encourage you to set up a meeting (in-person or virtual) with DEQ staff and your service providers to discuss available funding and requirements from the RMA.

Best regards,

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