

Worksheet



MONITORING AND EVALUATION

Use this worksheet to monitor waste generation amounts and the amount of material recycled and composted.

For the first year after program implementation, enter base year data in the first column and data from the program's first year in the second. For monitoring the program after the first year, enter the previous year's data followed by the current year being evaluated. This information can be tracked over time to demonstrate the waste reduction impact of PAYT and help make informed decisions about potential changes in the program's scope or structure.

Part A: Waste Collection Amounts

	Base Year	Current Year
Tons of MSW Collected:	_____	_____

Part B: Recycling Amounts

Tons of recyclables collected:	Base Year	Current Year
High-Grade Paper	_____	_____
Mixed Paper	_____	_____
Corrugated Cardboard	_____	_____
Newsprint	_____	_____
Glass/Metal Food Containers	_____	_____
Plastics	_____	_____
Scrap Metal	_____	_____
Car Batteries	_____	_____
Nicad Batteries	_____	_____
Waste Oil	_____	_____
Other	_____	_____
Total tons of recyclables collected:	_____	_____

Part C: Composting Amounts

	Base Year	Current Year
Tons of organic materials collected for composting:	_____	_____

Part D: Costs

Tracking the costs incurred and the revenues recovered under PAYT is an important process. At least once a year, refer back to Worksheet #5, "Rate Structure Design," and recalculate program costs and revenues. This information can be used to evaluate the program's economic sustainability on an ongoing basis. It also can be used to demonstrate the cost-effectiveness of the program to elected officials or planners from other communities interested in PAYT.

Part E: Education

Maintaining awareness of the program is critical to its continued success. Establish an ongoing committee that oversees regular promotional and educational efforts. Refer back to Worksheet #7 – Public Outreach for ideas and structure.