

Recycling Facility of the Year Award Application

This award is open to outstanding recycling facilities that are owned/operated by either NWRA members or public sector/non-profit entities. The award recognizes the facility that leads all other facilities in one or more key measurements, such as innovation, quantity of materials collected and/or processed, types of materials recovered, site improvements, or sustainability measures adopted. Applicants should describe methodologies and provide data that document their facility as the preeminent recycling facility of the year.

Application Fee: \$150

How to Enter:

- Notify NWRA by email (Lyndsi Hicks, lhicks@wasterecycling.org) as soon as possible that you intend to apply. Include the name of the award in your email. NWRA will prepare and send an invoice to you. The invoice **MUST** be paid by the application deadline of July 31st for your application to be considered.
- Use the online [Awards Application](#) to submit your complete application by or before July 31st.

Questions? Please contact Sara Bixby, sbixby@wasterecycling.org

Application Guidelines:

Your application for Recycling Facility of the Year should provide the information necessary for NWRA's Recycling Committee and awards judges to understand how the facility is the preeminent recycling facility of the year. Data and metrics will be critical in making your case.

Please submit the following information via NWRA's online Awards Application. The complete document should not exceed 20 pages, including all photos, figures, and attachments.

1) **Applicant Information:**

- The name of the facility. For the winning facility, this is the name we will use in press releases and in developing artwork for the trophy.
- Contact information (name, email, phone number) for the person preparing the award application and responsible for answering questions, ensuring completion, and invoice payment.
- Identify if the nomination is submitted by 1) an NWRA member or 2) a public sector/non-profit entity not eligible for NWRA membership.
- A list of people (with titles and companies) responsible for the nominated facility.
- A logo for each of the identified companies or organizations. All logos should be submitted as an EPS, .ai, or high-resolution PDF.

2) **Qualifying Criteria:**

NWRA's Recycling Committee and awards judges will evaluate award applications based on how the Recycling Facility of the Year impacts recycling in the area served and as a model for other facilities.

- **Program background and goals – 40 points:** Provide a narrative about the facility's history and background. Include details about siting; design; size, equipment, and capacity of the facility. Discuss the facility's goals and the materials accepted. Describe any major barriers to success that were resolved.
- **Program effectiveness and metrics – 45 points:** Identify sustainability measures – both qualitative and quantitative – and how the nominated facility works to achieve them. Provide and explain measurable results. Data can be presented in the narrative or through charts and graphs. A picture is worth a thousand words. Please include color photographs, drawings, or schematics that illustrate your innovation and accomplishment.
- **Additional information and recognition – 10 points:** Include additional information including letters of recommendation, copies of brochures and print ads, links to videos, etc. Discuss any awards, honors, or recognition already received.
- **Application quality – 5 points**

Submission Format Options

All applications must be completed using the Jotform application. Applicants will be asked to select one of the following two methods to provide their responses to the **Qualifying Criteria**:

- **Upload a complete submission** as a single PDF that includes all required responses to the *Qualifying Criteria* section, along with any photos, figures, or attachments. The entire file must not exceed 20 pages.
- **Complete the application through the form** by filling in the provided fields and uploading supporting materials where prompted. A compiled PDF will be generated upon submission and must also not exceed 20 pages in total length.

Please note submissions that exceed the page limit may be disqualified

Also, remember the application fee must be paid by the July 31 application deadline for the nomination to be considered.

Recycling Facility of the Year Award – JotForm Questions Overview

Section 1: Primary Applicant Information

- Facility Name
- Organization or Company Name
- Full Name
- Title
- Email Address
- Phone Number

Section 2: Applicant Type

- Is the applicant an NWRA member or a public sector/non-profit entity? (Yes/No)

Section 3: Facility Contact Information

- List of individuals (name, title, company) responsible for the nominated facility (multiple entries allowed)
- A logo for each of the identified companies or organizations.

Section 4: Submission for Qualifying Criteria

Select how you would like to complete your application:

- **Option A:** Upload a complete submission as a single PDF that includes all responses to the Qualifying Criteria, plus all attachments. (Must not exceed 20 pages total)
 - You will be directed to the final Confirmation and Submission section
- **Option B:** Complete this form to provide your responses and upload supporting materials as prompted. (Must not exceed 20 pages total)

The following sections (5–7) are only required for applicants who choose Option B.

Section 5: Program Background and Goals

- Upload or enter a narrative describing the facility's history, siting, design, equipment, size, capacity, accepted materials, goals, and any major barriers that were resolved. (PDF, DOC, or enter text)

Section 6: Program Effectiveness and Metrics

- Upload or enter measurable results and sustainability outcomes
- Upload supporting visuals such as charts, graphs, photos, or schematics that help illustrate the facility's impact (PDF, JPG, PNG — multiple files allowed)

Section 7: Additional Information and Recognition

- Upload letters of recommendation (PDF, DOC — multiple files allowed)
- Upload brochures or print ads (PDF, PNG, JPG — multiple files allowed)
- Provide links to social media posts, videos, or websites
- Describe any awards, honors, or recognition received

Section 8: Confirmation and Submission

- Confirm that all information is accurate and complete
- Signature

Notification and Awards Schedule:

NWRA intends to notify winners in October and to publicize them during the 4th quarter of the calendar year.

NWRA will celebrate all Recycling Awards winners in person during the NWRA Industry Conference being held January 18-20, 2027, in Nashville, Tennessee.

Awards:

Winners will receive a single trophy and will be provided with an opportunity to purchase additional trophies if more than one is desired.