

4-H Rural Recycling Roundup Guide



1) Grant Purpose

The partnership between Alberta Recycling Management Authority (ARMA) and 4-H Alberta is celebrating 25 years.



This partnership began in 1999 with our first project, the ‘4-H Demonstration Project’ that provided 4-H clubs with recycled rubber matting for use as a safe cushioning surface for show rings. This joint project featured a special 4-H trailer that promoted the value of recycled tire products at a variety of community events.

The partnership evolved in 2002 with the launch of the Rural Tire Roundup Program—which continues to this day—with clubs receiving funding for every tire collected from farms, acreages, and residences, etc. for recycling. This program proved so valuable to the environment and Alberta’s landscape that it was expanded in 2007 to include electronics.

The purpose of the 4-H Rural Recycling Roundup Grant is to encourage the collection and recycling of scrap tires from Alberta farms and acreages, while providing funding to support Alberta 4-H Clubs.

4-H Clubs are also encouraged to collect electronic materials for recycling through ARMA’s [Electronic Recycling Roundup](#) Grant Program. Clubs work directly with a registered electronics processor who will provide collection cages, pickup and weigh the electronics, and provide proof of weights and payment within about a month of the event. The ERR Grant provides \$500/tonne for Program Electronics (TVs, Computers, etc.) and ePilot Materials (household items powered by batteries or a cord).

2) Eligible Participant Requirements

- a) Registered 4-H Alberta Clubs in good standing.
- b) 4-H Clubs must preregister with 4-H Alberta each quarter to be eligible to participate in the Tire Rural Recycling Roundup program (Rural Round Up Grant) by contacting 4-H Alberta at 780.682.2153 or emailing recycle@4hab.com.

3) Grant Timelines

- a) April 1, 2024 – March 1, 2025.
- b) The 4-H Rural Recycling Grant runs year-round, clubs should register for the Tire Roundups quarterly (Spring, Summer, Fall, Winter).

4) Grant Scope and Funding

- a) The participating 4-H clubs will receive funding for the collection of used tires at a per tire rate minus the 4-H Alberta administration fee.
 - i) Payment is based on a per tire collection rate.
 - Passenger & Light Truck \$1.00/tire
 - Medium Truck \$3.00/tire
 - Off Road & Agricultural \$7.50 /tire

- ii) The 4-H Alberta administration fee is 10%.
- b) Tires must be dropped off at an ARMA Registered Tire Processor or a Municipal Registered Collection Site.
- c) 4-H Clubs are encouraged to submit photos of the collection activities with permission, which may be used by 4-H Alberta and ARMA for promotional purposes.

5) Grant Forms

Tire Collection Forms (TCFs)

Tire Collection Forms (TCFs) are changing from preprinted triplicate carbon copies to digital forms. The old forms will still be accepted.

Submission of TCFs that are fully completed without errors ensures efficient processing of all claims and ensures payments are issued without unnecessary delays. Participating 4-H Clubs are required to use the comments section of the form to explain the origin of the collected tires (silage pit reclamation/acreage/farm clean-up etc.)

Large Volume Pickup Requests

Pre-approval from ARMA (in writing) is required for **ANY** collection over 250 tires. This includes multiple small collections from a single source over the quarter that total more than 250 tires. [The Large Volume Tire Pickup Request](#) should be submitted with as much information as possible, including photographs, to ensure the request can be fully assessed and a response can be issued as quickly as possible.

Large collections that have not received prior written approval from Alberta Recycling are not guaranteed payment. Large collections are 250 tires or more per site. It is the club's responsibility to ensure approval is received from Alberta Recycling before they carry out any large collections.

6) Grant Payment

- a) Participating 4-H Clubs must submit their Tire Collection Forms (TCFs) to 4-H Alberta for review according to the quarterly schedule on July 2nd, October 1, January 2nd, and April 1st (year-end deadline). Completed TCF (new digital version and old paper copies) can be scanned and emailed to recycle@4hab.com.
- b) 4-H Alberta will submit a funding request package quarterly, including all submitted TCFs on behalf of all 4-H Clubs to ARMA.
- c) ARMA will review the funding request package and provide payment to 4-H Alberta within six (6) weeks of receipt. The TCFs must be complete and error-free to avoid delays.
- d) 4-H Alberta will distribute the funds to the clubs within 2 weeks of receipt of the funds from ARMA.

If you have any questions or require additional information, please contact 4-H Alberta at 780.682.2153 or email recycle@4hab.com.

Schedule A – Tire Collection Form Example

Businesses with 50 tires or less can have their tires collected by the 4-H Clubs. If a business has more than 50 tires, they should reach out to a Registered Tire Processor for direct collection, they can call ARMA if they need help.

Please use the description section to explain the origin of the material collected (farm clean up, acreage, work yard, etc.)

Clubs must ensure physical addresses (land location or rural address) are included on each form, please do not use PO box addresses.

Clubs can include any additional, relevant information with a claim. This can often aid verification of a claim and help ensure payment is received on time.

Tires must be dropped off at a Registered Processor or a Registered Collection Site as soon as possible after collection. Stockpiling material beyond the quarter end may result in a claim not being paid.

Club leaders who gather material on an informal basis MUST track where it has come from. Club leaders are not permitted to claim all this material as their own and submit one collection form. Each individual collection must be tracked.

It is each club’s responsibility to ensure the program guide requirements are met.

Claims that do not adhere to guidelines may be delayed or even denied payment.

4-H TIRE COLLECTION FORM

Please print clearly, incomplete, or unclear forms may delay payment.
Eligible Scrap Tires Collected and Delivered to Registered Tire Processors or Tire Collection Sites:

COLLECTION INFORMATION:		
Eligible Tires: (Rim diameter size)	Number of Tires Collected	
	Collection 1 (C-1)	Collection 2 (C-2)
Passenger & Light Truck Tires: (up to 19.5")	200	30
Medium Truck Tires: (> 19.5")	33	2
Off-Road Tires: (8" up to 39")	6	
Agricultural Tires: (up to 39")	16	
Total: <small>(Large Volume Form needed for >250 tires)</small>	255	32

COLLECTED FROM: Farm, acreage, etc. located in Alberta (small business must under 50 tires*)

C1: Describe the type of tire collection (farm site/acreage/worksites cleanup, silage tire weights)
Farm Clean up - Large Volume Pickup Request attached

Is this pickup from a small business (circle one): YES NO If yes: Business Name:

Contact Name: <i>John Smith</i>	Location Address or Legal Land Description: <i>43102 Hwy 20</i>	Town: <i>Small Town</i>
Telephone or Email: <i>jsmith@anyemail.com</i>	Pick Up Date: <i>April 1, 2024</i>	Signature: <i>John J. Smith</i>

C2: Describe the type of tire collection (farm site/acreage/worksites cleanup, silage tire weights)

Small business yard Clean up

Is this pickup from a small business (circle one): YES NO If yes: Business Name: *Bob's Hot Shot Service*

Contact Name: <i>Bob Doe</i>	Location Address or Legal Land Description: <i>NW23-15-21-W4</i>	Town: <i>Small Town</i>
Telephone or Email: <i>780-123-4567</i>	Pick Up Date: <i>Apr 5, 2024</i>	Signature: <i>Bob Doe</i>

DESTINATION:

Registered Tire Processor/ Collection Site Name: *Small Town Transfer Station* **Date of Delivery:** *Apr 10, 2024*

Contact Name: <i>Mark Tire</i>	Authorized Signature: <i>Mark Tire</i>
--------------------------------	--

DECLARATION: The 4-H Club declares that these tires originated in Alberta and the information contained within is correct.

Club Name: <i>My 4-H Club</i>	Telephone Number: <i>780-000-0000</i>
Driver Name: (Please Print) <i>Tom Driver</i>	Signature: <i>Tom Driver</i>

Distribution of Copies:
1. 4-H Club – Make a copy for club records
2. 4-H Alberta, www.4hab.com, 780 682-2153, recycle@4hab.com

Revised: Digital Version April 2024

Frequently Asked Questions

Can the public drop off tires at the landfill and say they are for the 4- H Club? Tires dropped off at a landfill by the public cannot be designated for 4-H. The purpose of this Program is to collect scrap tires from farms, acreages, and residences. Every tire included on the claim must be collected and dropped off by a 4-H club with the correct paperwork.

Can we collect tires from businesses? The Program is designed to clean up the environment, however, clubs can service a business if the collection is 50 tires or less. Businesses with larger volumes can be serviced by Registered Processors directly.

Where do we take the tires, we collected? Prior to any collection taking place clubs must contact their nearest drop off location (Registered Processor, local landfill, or transfer station, etc.) to arrange the tire drop off. Clubs can find details of their nearest Collection Site at <https://www.albertarecycling.ca/depot-finder/>.

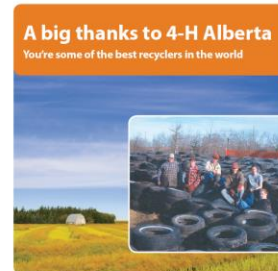
Can a club stockpile tires? Consolidation/stockpiling of materials is not allowed due to safety concerns and fire codes. All tires must be taken to a drop off location or be picked up by a Registered Processor as soon as possible following collection. Tires must be claimed in the quarter they are collected.

Is there another group or organization in Alberta that is doing this project? This is currently an exclusive partnership between ARMA and 4-H Alberta.

How important are the Tire Collection Forms? **VERY IMPORTANT!** Ensuring Tire Collection Forms are fully complete, without errors, not only speeds up the payment but allows ARMA to have the appropriate paperwork for accounting purposes. Random verification checks on individuals that you picked up tires from is completed prior to payment. The Program is funded through public funds, and it is ARMA's responsibility to use due diligence to ensure the funds are used appropriately. A club representative signing for individual donors is not allowed. Clubs are encouraged to submit photographs of collections with Tire Collection Forms to aid verification.

Can clubs or 4-H give out Charity receipts for tires? No. The tires are not being donated, they are being collected and ARMA is providing a grant for the collection of tires.

Schedule B - Photo Gallery



Through hard work and ingenuity, Albertans have recycled an amazing 100 million tires since 1992. Alberta 4-Hers were a big part of making those tires disappear by going farm-to-farm, collecting scrap tires. And by turning these old tires into new products, Albertans have saved millions in landfill costs and helped support projects that continue to transform communities across the province. We'd like to see a magician do that.



Congratulations Alberta 4-H on 100 years of making a difference.

Over the past 12 years, Alberta's 4-H clubs have made a positive impact in their communities by visiting farms and rural residences to collect scrap tires and old electronics for recycling. It's with the help of your many hands that Alberta has recycled over seven million computers and TVs, and over 95 million tires.

Keep up the good work 4-H!

For more information visit www.albertarecycling.ca

