

# FURNITURE REUSE BEST MANAGEMENT PRACTICES FROM TRASH TO TREASURE WORKSHOP



# RECYCLINGWORKS IN MASSACHUSETTS

- Free Assistance for businesses and institutions
  - Online Resources
  - Email and Phone Hotline
  - Technical Assistance
  - Events and Workshops
- Funded by MassDEP, delivered under contract by the Center for EcoTechnology



# STAKEHOLDER ENGAGEMENT PROCESS

- Stakeholder meetings
  - Corporations, institutions such as colleges and universities, schools, hospitals, and state facilities
- Distribute draft guidance for feedback
- Post to RecyclingWorks website
- Living resource



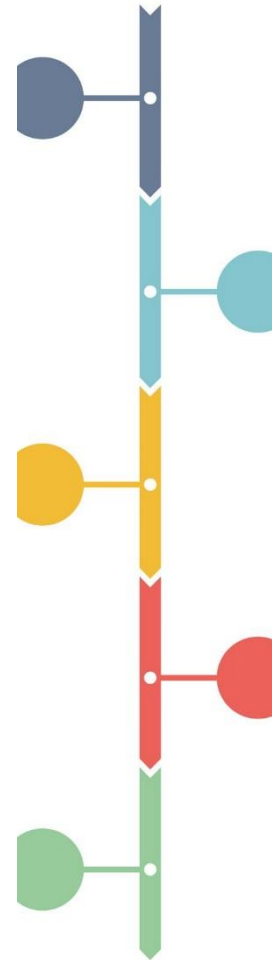
# DEVELOP A REUSE PLAN

- Include reuse plan in larger project planning.
- Develop a reuse plan.
  - Identify relevant stakeholders.
  - Establish timeline and budget.
  - Develop a detailed inventory.



# PLANNING AHEAD - TIMELINE

- Begin as early as possible to maximize options and cost savings
- Incorporate planning for surplus furniture into overall planning process for building renovation/construction.
- Budget time for furniture removal.



# PLANNING AHEAD - BUDGET

- Reuse is often less expensive than disposal
- Reuse cost factors
  - Labor
  - Transportation
  - Storage
  - Items value and end market



# PLANNING AHEAD - INVENTORY

- Inventory
  - Type(s) of items
  - Quantity
  - Quality and Condition
- Know what items you are keeping vs. what is surplus
- Logistical details to note
  - Location(s) in building
  - Access locations



# SURPLUS FURNITURE OUTLETS

- Intragovernmental reuse
- Decommissioning placement
- Resale/refurbishing





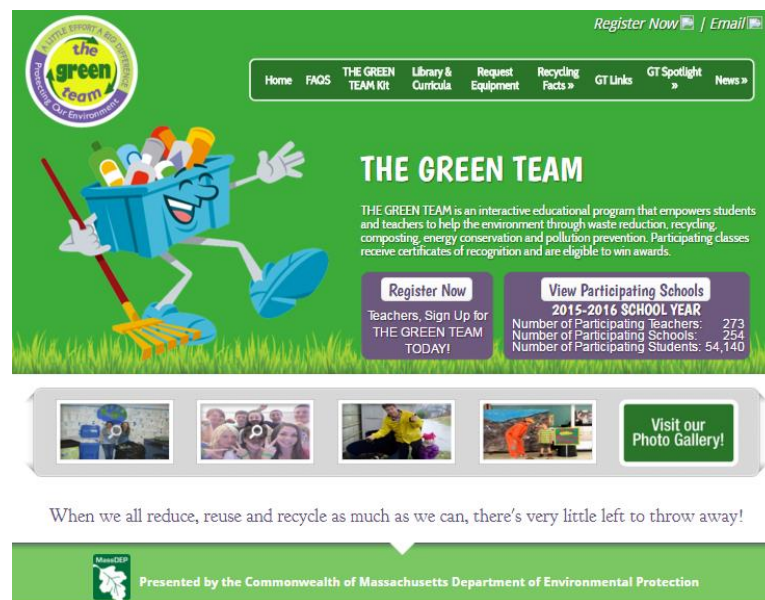
# RECYCLING and PROCUREMENT

- End of Life Recycling
  - Reuse for parts
  - Recycling
- Procurement
  - Used/refurbished furniture/equipment
  - Purchase from stores that have take back programs
  - Design considerations



# THE GREEN TEAM

- Environmental education program for MA Schools
  - Resources
  - Lesson plans
  - Free recycling equipment
  - Recognition and prizes
- Sponsored by MassDEP, delivered by the Center for EcoTechnology



The screenshot shows the homepage of the 'The Green Team' website. At the top right, there are links for 'Register Now' and 'Email'. A navigation menu includes 'Home', 'FAQS', 'THE GREEN TEAM Kit', 'Library & Curricula', 'Request Equipment', 'Recycling Facts', 'GT Links', 'GT Spotlight', and 'News'. The main heading is 'THE GREEN TEAM'. Below it, a description states: 'THE GREEN TEAM is an interactive educational program that empowers students and teachers to help the environment through waste reduction, recycling, composting, energy conservation and pollution prevention. Participating classes receive certificates of recognition and are eligible to win awards.' Two call-to-action buttons are present: 'Register Now' with the text 'Teachers, Sign Up for THE GREEN TEAM TODAY!' and 'View Participating Schools' with the text '2015-2016 SCHOOL YEAR' and statistics: 'Number of Participating Teachers: 273', 'Number of Participating Schools: 254', and 'Number of Participating Students: 54,140'. A photo gallery section features four small images and a 'Visit our Photo Gallery!' button. A quote at the bottom reads: 'When we all reduce, reuse and recycle as much as we can, there's very little left to throw away!'. The footer includes the MassDEP logo and the text 'Presented by the Commonwealth of Massachusetts Department of Environmental Protection'.



# QUESTIONS?

## RecyclingWorks Hotline

info@recyclingworksma.com

(888) 254-5525

[www.recyclingworksma.com](http://www.recyclingworksma.com)

## THE GREEN TEAM

recycle@thegreenteam.org

[www.thegreenteam.org](http://www.thegreenteam.org)

