

Appendix O: Program Assessment and Re-evaluation

Evaluations help you identify both successes and problems with the waste reduction program and provide an opportunity for troubleshooting. The list of questions below will help you determine the success of your waste reduction program.

Questions for Teachers, Staff, Students, and Community Members

- What is successful about the program?
- What doesn't work with the program?
- Is the waste reduction team effective?
- Are there new materials you think should be collected?
- Is there an adequate number of recycling bins?
- Are the recycling bins easily accessible?
- Are the recycling bins clearly labeled and identifiable?
- Did you notice contamination problems? If so, what kind of contamination?
- Is there enough storage space for the recyclables?
- Is the educational aspect of the program helpful?
- Do the incentives help motivate participants?
- Do you have any suggestions for improving the program?
- What questions or concerns do you have about the program?

Questions for the Waste Reduction Team

- What is successful about the program?
- What doesn't work with the program?
- Are your goals achievable?
- Have you met any of your goals?
- Do you need to set new goals?
- Are there new materials you think should be collected?
- Are you making any money from your efforts?
- Are you sticking to your budget?
- Is there an adequate number of recycling bins?
- Are the recycling bins easily accessible?
- Are the recycling bins clearly labeled and identifiable?
- Are the materials moved from throughout the school to the storage areas smoothly?
- Is your method of transporting the materials to the appropriate market working?
- If you have hired a company offering recycling services, and have you encountered any problems?
- Did you notice contamination problems? If so, what kind of contamination?
- Is there enough storage space for the recyclables?
- Is your tracking method providing you with the information you need?
- Is the educational aspect of the program helpful?
- Do the incentives help motivate participants?
- Do you have any suggestions for improving the program?
- What questions or concerns do you have about the program?