

INSTRUCTIONS

Warren County Solid Waste Management District's Education Mini Grants

The Warren County Solid Waste District is accepting applications for Recycling Mini-Grants of up to \$1,000. This grant program is designed to assist Warren County schools, scouts and non-profit-groups with funding composting and recycling projects.

The number of grants given depends on the amount requested and funds available. All eligible applicants that meet grant conditions will be considered for grant funding. Applications will be approved for funding until funding is depleted. The Solid Waste Policy Committee will evaluate applications.

This is a "reimbursement grant" meaning that schools or non-profits would first pay for the approved grant purchases and then submit documentation of these purchases to the Solid Waste District for reimbursement.

Allowable Projects

Composting or Recycling Mini-Grants may be used for the following purposes:

- Recycling equipment and supplies such as recycling bins, can crushers or recycling signs.
- Promotional materials such as posters, banners and fliers to promote recycling program.
- Permanent educational materials needed for the recycling project.
- Supplies for composting projects such as composting containers, worm bins and worms.
- Other projects will be considered if they relate to composting and /or recycling and waste reduction.

Mini-grant funds may not be used for salaries.

Application Process

1. Complete the application and submit by the deadline. Applications are to be submitted via email.
2. Within 30 days after application deadline, all applicants will be notified as to the status of their request.
3. The Solid Waste District will reimburse Grantees for approved grant expenditures within 30 days of the submittal of receipts and the completed reimbursement form (see application).
4. Grantee must deliver a short Recycling Report to the Solid Waste District.
5. Funded projects must be initiated within two months of the award or grant will be rescinded.
6. Project must be completed within 12 months of notification of award.