



# Recycling Initiatives Competitive Funding GRANT COMPLETION FORM

**www.JBGreenTeam.org**  
Executive Director Anita Petrella

Jefferson-Belmont Regional Solid Waste Authority



Date: \_\_\_\_\_, 20\_\_\_\_

Grant Recipient Organization Name: \_\_\_\_\_  
(as written on Application & Agreement)

Name of person completing this report: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ . Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Where you the person that originally applied for the grant? Yes \_\_\_\_\_ No \_\_\_\_\_

Other Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ . Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Projected Date of Project completion is: \_\_\_\_\_  
(can be no later than Dec 31<sup>st</sup> of Grant Year)

Project description: check if attached separately

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Grant Type Received (check one):  Community  Comprehensive (20% Match required)

Grant Amount Awarded to your organization \$ \_\_\_\_\_

Please provide any recycling amounts or other benefits generated by this grant.

\_\_\_\_\_  
\_\_\_\_\_

**List of expenditures:**

Expenditure Item/explanation	Grant Funds
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
<i>If more please check box <input type="checkbox"/> and list on back/attached sheet</i>	
<b>Total Grant Funds Spent:</b>	<b>\$ _____</b>

Expenditure Item/explanation	Match Funds (Comprehensive Grants only)
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
<i>If more please check box <input type="checkbox"/> and list on back/attached sheet</i>	
<b>Total Match Funds(20% required):</b>	<b>\$ _____</b>

Do you have unused Grant funds after project completion?  
 Yes     No    If Yes, how much? \$ \_\_\_\_\_

*~~~~ Any and all unused Grants funds MUST be returned to the JBRSWA with this form!*

Be sure to include **ALL receipts** as well as before & after **PHOTOS** of grant project location, and photos of permanent JBGT logo for funding credit. Required Documents Checklist:

- All receipts attached
- Project/Item photos attached
- JBGT Logo photos attached
- Press/News articles included (if any)

Please complete and mail this form when your project is completed. **This form must be completed and return within 120 days of the completion date of your project, and no later than February 1<sup>st</sup> of the following year.** For example, if your Grant funds were awarded in 2022, you must submit by Feb 1<sup>st</sup> 2023. All funds must be spent during the same year your Grant was awarded.

**Failure to complete and return this Form and all required documentation will make the Individual and Organization/Entity ineligible for the following Grant awarding year Programs and may require that all the grant funds awarded be returned to the JBRSWA.**

By Email to: [apetrella@jbgreenteam.org](mailto:apetrella@jbgreenteam.org) & [nlysle@jbgreenteam.org](mailto:nlysle@jbgreenteam.org)

Or mail to: JB Green Team  
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