



2025 RECYCLING & COMPOSTING EQUIPMENT GRANT

GRANT REIMBURSEMENT REPORT

Submit report on or before 4:00 PM on November 7, 2025.

To receive your grant payment, provide the information requested in the Grant Summary and the Expense Documentation sections below. Mail or deliver all required items to the Cuyahoga County Solid Waste District, 4750 East 131 Street, Garfield Heights, OH 44105. Email submissions are acceptable as well.

- Nonprofits and colleges: Doreen Schreiber, Business Recycling Specialist, (216) 443-3732, dschreiber@cuyahogacounty.gov
- Schools: Carin Miller, Education Specialist, (216) 443-3731, cmiller@cuyahogacounty.gov

Grantee: _____

Grant Contact: _____ Email: _____

Mailing Address: _____

Date: _____

GRANT SUMMARY AND REIMBURSEMENT REPORT

For your project, please attach and check off the following items:

- Grant Summary and Reimbursement Report **with all required signatures.**
- Provide a copy of the purchase order, invoice, receipt/billing statement for each expenditure, and proof of payment.
- Photo of each type of item purchased including signage on container and grant acknowledgement photo.
- W-9 Form.

IN AN ATTACHMENT, PLEASE ANSWER EACH OF THE FOLLOWING QUESTIONS. NUMBER YOUR RESPONSES ACCORDINGLY. ALL ANSWERS MUST BE TYPED. Handwritten responses will not be accepted.

1. Describe in detail the project implemented with the grant. Please include details such as your implementation timeline, staff/student education/training, specific individuals and groups involved in the project.
2. What is the approximate number of people served by your recycling or composting program? (For schools, break out number of staff and students, and specific grade levels if applicable).
3. Describe the outcome(s) of your project. **Include specific and measurable results regarding type and amount of materials recycled or composted.** (i.e. number of bags recycled, pounds of food waste composted, reduction in number of waste pickups, increase in number of recycling pickups, or other examples).
4. Describe how your organization plans to keep this program going after the grant period is over.



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5. How has your grant project benefited your organization and increased staff/student awareness and participation in recycling or composting?
6. How did you acknowledge within your materials grant funding was from the Cuyahoga County Solid Waste District? (ex. Signage, newsletter, email). Attach a copy or photo of the acknowledgement to this report.
7. What are your comments or suggestions regarding this grant process?

