



## PROJECT GRANT REPORT FORM

Pursuant to Rhode Island Resource Recovery Corporation (Resource Recovery)'s Grantmaking Policy, grantees must account for fund expenditures in accordance with their projected based grant application. Failure to do so will result in exclusion from future grant requests.

Completed report forms are to be submitted on a quarterly basis, due March 31, June 30, September 30, and December 31, to [municipal@rirrc.org](mailto:municipal@rirrc.org) or fax to (401) 946-5174. Please email us if you are having trouble filling out this pdf form. You may attach additional pages or pictures if needed.

### Municipal Information

Name: Susie Smith Date: 9/30/17

Position: Recycling Coordinator Department: Public Works

City/Town of: Samletown

### Grant Award Information

Fiscal Year Grant Period (for example, July 1, 2017-June 30, 2018 is FY18): FY18

Total Project Budget: \$7,320.00 Amount of Grant Funds Spent Thus Far: \$3,660.00

### Narrative

#### Project Status and Details

A brief description of what steps have been completed to implement this project, as outlined in your grant application.

Samletown has held one of the combined shredding and compost bin sale events in September 9, 2017. We placed an ad in each of the newspapers.

We are also requesting reimbursement for the funds expended thus far. We have attached the corresponding invoices from our vendors and from Samletown to Resource Recovery.

## Items Procured

What funds have been spent thus far, based on your original project budget have been procured, purchased or have gone out to bid? Please include a narrative here, and a detailed list on the chart on page 3.

We've spent funds on the shredding services, and ads. We've also purchased a pallet (80) compost bins from Resource Recovery. We're including a copy of the ads with the invoices.

## Results

How many residents benefited / how many people participated? How much waste was diverted? Share any other number-based results. What other anecdotal results can be shared?

Samletown was pleased with the results of the first event! The event had 400 cars come through to shred documents, and we sold 70 compost bins. The shredding trucks filled up 15 minutes before the scheduled event end time of 12pm, and we did have to turn away a few residents. About half of the compost bin purchasers brought shredding to the event, and about half only came to buy the compost bin. 60 of the bins sold were pre-orders and we sold 10 to walk-ups. The full truck was 6,500 lbs of shredded paper and the 60 compost bins sold equates to 30,000 lbs of diverted food and yard waste in one year. We have a few great photos from the event that are also attached.

Not only were we thrilled with the results of the event itself, but we also were thrilled that we could use the event to educate people on the new shredded paper guidelines. We received a lot of phone calls from people due to the ads we placed.

## Duration of the project

How long has the project taken thus far, or total?

We have completed one event. The second one is planned for Saturday, April 14, 2018. Since there were only 10 bins remaining from the first event, we will hold onto them until April, rather than advertise that they're available for sale. If the second event remains successful, then we will consider selling them year-round.

**Project Budget / Items Purchased**

ITEM	PURPOSE	VENDOR	QTY	UNIT PRICE	TOTAL PRICE	REQUESTED REIMBURSEMENT
Shredding services	Provide free to residents	Shredding Company A	1	750.00	750.00	375.00
Advertisement	Alert residents of event/sale	Sampletown Press	1	50.00	50.00	25.00
Advertisement	Alert residents of event/sale	Regional Breeze	1	60.00	60.00	30.00
Compost bins	To sell to residents	RIRRC	80	35.00	2800.00	1400.00
<b>TOTALS</b>					<b>PROJECT COST</b>	<b>GRANT REQUEST</b>
					<b>3660.00</b>	<b>1830.00</b>