



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 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: 3/30/18

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: \$12,500.00 Amount of Grant Funds Spent Thus Far: \$12,000.00

Narrative

Project Status and Details

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

After Samletown was awarded the grant in August 2017, we went out to bid and received only one respondent, who came below our estimate at \$12,000.00.

We are also requesting reimbursement for the funds expended thus far. We have attached the corresponding invoice from our vendor 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.

Since our last report, we have been invoiced by the vendor, Mobile Messaging LLC, for \$12,000.00.

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?

Sampletown was pleased with the results of the mobile messaging unit. Like Burrillville, we found that putting out holiday collection delay information on the units drastically reduced out calls. We put the unit on the corner of Main Street and River Street, which is the main throughway in Sampletown. We also used it during a snow storm when we had to delay collections for A Wednesday route, and we left it up for the remainder of the week. These types of situations cause the most confusion and we noticed a reduction in calls.

We've also done the following messages: "Recycle glass bottles and jars. Recycle their metal lids" "Recycle plastic containers, lids on!" "Recycle paper, cardboard and cartons" "recycle metal cans, lids and foil" "No plastic bags! Return to ABC Store" "Shredded paper belongs in the trash" "MLK Day - 1 day delay in collection"

Duration of the project

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

This project took a total of 9 months including the bidding process, and trial period so that we could provide the results to Resource Recovery.

We will continue to use the unit as described in our grant application. Our next big event is the Shredding Day in April and then the Eco-Depot in June. We'll keep our eye out for messages from Resource Recovery so we can continue to spread any problems items, and keep up with the seasonality of the recycling stream.

Project Budget / Items Purchased

ITEM	PURPOSE	VENDOR	QTY	UNIT PRICE	TOTAL PRICE	REQUESTED REIMBURSEMENT
Mobile Messaging unit	Provide recycling msgs to residents	Mobile Messaging LLC	1	12,000.00	12,000.00	5,000.00
TOTALS					PROJECT COST	GRANT REQUEST
					12,000.00	5000.00

Last updated: 06/29/2017; visit www.rirrc.org for most up-to-date version.

INVOICE

Mobile Messaging LLC
550 Front Street
Anytown, US

TO:
Samletown Public Works
500 West Ave.
Samletown, RI

Mobile messaging unit

\$12,000.00

SAMPLE

INVOICE

FROM:
Samletown Public Works
500 West Ave.
Samletown, RI

TO:
RIRRC
65 Shun Pike
Johnston, RI 02919

Grant reimbursement

\$5,000.00

SAMPLE