



Geauga-Trumbull Solid Waste Management District

Go Green Community Grant Application Instructions 2026



**Promoting Environmentally Friendly Waste Management
Practices
Throughout Geauga and Trumbull Counties**

Geauga-Trumbull SWMD
5138 Enterprise Dr. NW
Warren, OH 44481
(330) 675-2673
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www.StartRecycling.com

Go Green Community Grant Application Instructions

The Geauga-Trumbull Solid Waste Management District offers grant funding to support recycling and litter prevention programs throughout Geauga and Trumbull Counties. These grants are offered to local government (townships, cities, villages, counties), schools, and nonprofit organizations to initiate or expand recycling, to purchase recycling containers, to purchase items made from recycled content, to perform cleanup activities, or to conduct an approved project. Grants will have a maximum award amount of \$3,500 per application. All organizations will be limited to one application per year. Pre-approved purchases will be reimbursed by the district at completion of the project.

The District provides a specified amount of money in the budget each year for the Go Green Community Grant Program. (For yearly funding amounts, contact the District office). **Funding is competitive. Requests may exceed funding, so there is no guarantee your application will be awarded.** The application must be received at the District office by Friday, January 30, 2026.

Examples of potential projects for cities/townships/villages (not all-inclusive):

- Trash disposal costs for illegal dumpsite cleanup.
- Educational materials/signage to increase and improve recycling.
- Event costs (including trash disposal) for community recycling/cleanups - ***must be in conjunction with an electronics collection.**
- Electronic transportation and disposal costs for community electronics collection - ***You may use grant funds to pay for box truck rental costs.**
- Recycling containers for city hall, township buildings, parks, etc.
- Litter cleanup supplies – litter grabbers, vests, etc.
- Community paper shredding event

Examples for potential projects for schools (not all-inclusive):

- Recycling bins/containers for classrooms and offices
- Carts or flatbed/platform trucks to transport collected materials from classrooms to dumpster outside
- Educational materials/signage to increase and improve recycling
- Landscaping or fencing to beautify recycling dumpster area on campus
- Supplies to start a school composting program
- Field trips/school educational assemblies - i.e., field trip to landfill, field trip to materials recovery facility (recycling processing center), guest speaker for school assembly
- School-generated recycling and/or litter prevention projects in which learners engage in hands-on activities and become actively involved in recycling and/or sustainability project
- School professional development - cost to train teachers in various recycling/litter prevention programs or to conduct other related education workshops or in-services

If you have an idea for a project that is not on this list, please CALL to discuss. We are open to new, innovative ideas!

Examples of funded Go Green Community Grants:

Warren Township – Illegal dumpsite cleanup, Electronics collection
 Champion Local Schools – Outdoor Learning Center composting area
 City of Chardon – Recycling and Trash receptacles for “on the Square”
 Chester Park District – Park benches made of recycled plastic
 City of Niles – Electronics collection
 Parkman Township – Cameras and signage for drop-off site
 Vienna Township – Volunteer supplies (vests litter grabbers, etc.) for annual roadway cleanups

How will the application be judged?

The following are some but not all the criteria the committee will use to judge the applications:

- The project fits into the District goals as outlined in the solid waste management plan.
- The application shows a clear idea of the scope of the project and a plan for implementation.
- The application describes how the project will be publicized and how it will educate the general public about the efforts of the applicant and the Geauga-Trumbull SWMD.
- Preference is given to applicants using local vendors – either in District, or in the State of Ohio.
- The program will be self-sufficient after the initial funding request.
- The project would be a viable demonstration project so information could be shared with other communities in the District.
- Organizations that have received funding in the past or have an alternate funding source may take a lower priority.

Timeline and Recordkeeping

All applicants selected to receive grant funding from the Geauga-Trumbull Solid Waste Management District will sign an agreement before commencement of the project. **NO MATERIALS MAY BE ORDERED/PURCHASED OR CONTRACTOR AWARDED WORK BEFORE THE GRANT CONTRACT IS SIGNED.** Project must be completed, and reimbursement requested by June 30, 2027. Any grants that go beyond this completion date may be revoked. A grant closeout report will be required by all applicants who receive grant funding at the end of the grant project.

This is a reimbursement grant. Your organization pays for everything up front for your project, and when it is complete you will submit close-out paperwork provided by the District. Copies of all invoices, receipts, proof of payment, and evidence of Geauga-Trumbull funding acknowledgement are required. There must be an audit trail consisting of receipts that account for all project funds, grant funds and match funds.

HOW TO COMPLETE THE ONLINE APPLICATION

- 1.) Visit our website at www.Startrecycling.com/communitygrants and look for the link under “2026 Go Green Community Grants”. This will direct your browser to an Adobe Acrobat Sign form with fields to be completed by the applicant.
- 2.) Complete all applicable fields (see question-specific instructions below for more details about the information we are looking for in the application).
- 3.) Electronically sign the application (Question #10).
- 4.) You will be prompted to enter your email address to verify your application. Enter your email address in the box that pops up.

- 5.) An email will be sent to the email address you entered. Open the “Please confirm your signature” email and click on the “Confirm my email address” link inside the email.
- 6.) A confirmation page will pop up from Adobe that the application was sent to Jenn Jones, Director.
- 7.) She will confirm receipt of the application during normal business hours. At that time, you will receive an email that the 2026 Go Green Application form between the District and your entity was signed and filed. This is just confirmation that the application was received. This is not approval of the grant. If your grant application is approved, you will receive a separate notification and a new contract to sign for the grant funding.

Question-Specific Instructions to Complete the Application

1) Organization, Agency, or Business Information

Complete the name, address, and contact information for the entity applying for the grant. Make sure the address is WHERE THE REIMBURSEMENT CHECK WILL BE MAILED, which may or may not match the address of where the project is taking place.

The “Authorizing Official” must have authority to apply on behalf of this organization.

2) Reporting: Please indicate who will be responsible for signing the grant agreement, overseeing grant funds, and providing a closeout report.

Please indicate who will be the main contact person for this project. This person may or may not be the same as the “Authorizing Official”. For example, a trustee may be the “Authorizing Official”, but the head of the Road Dept. will be the contact person for completing the project or a Superintendent may be the “Authorizing Official”, but a teacher or head of maintenance will be the contact person for completing the project.

3) Description of physical location where project and/or equipment will be utilized. Please include who will have access to the project and/or equipment.

Indicate where this project will take place. This may or may not be the same address as the “Mailing address” above.

Indicate if the project is open to the public, such as a community recycling site, or will benefit a smaller population, such as a specific classroom or school.

4) Project Narrative: Provide a brief description of your project, the need for the project, and what the goal of the project will be. Please include how the project will initiate or expand upon a recycling program, promote recycling efforts and/or waste reduction within Geauga or Trumbull Counties, or utilize recycled content materials for community purposes. Also include the timeline of the project and how it will be accomplished. (Project must be completed and reimbursement requested by June 30, 2027.)

Tell us what you want to do with the funding. What kinds of items are you going to purchase? What recycling or environmental benefit will be provided? When will you be able to get started. Will the project be completed in time to submit reimbursement by the deadline?

5) Public Participation/Outreach: Describe what audience will be directly influenced by this project as well as how it might affect other audiences within Geauga or Trumbull Counties. Include any public outreach that the applicant will provide during the project (including newspaper articles, educational material, presentations, dedications, etc.).

How will you promote or advertise the project? How will you let people know the new service or event is available?

- 6) Recognition: As a condition of reimbursement, all grantees will be required to show acknowledgement of District grant funding for their project. Details regarding requirements for this acknowledgement are available in the Go Green Grant Instructions.**

As part of the award, you will be required to show Geauga-Trumbull SWMD recognition of grant funding with signage/recognition at the project site or if an event, District logo and funding tagline included in all advertisements. **All grant projects must have proof of funding acknowledgement. If you are unsure of how you can meet this requirement, contact Jennifer Jones, Director.** Signage and advertisement costs can be reimbursed through the grant. **Signage design must be pre-approved by District staff before installation. The District will provide digital files of our logo upon request.**

Examples:

For events like an electronics collection: Flyers and visual advertising for the event should have our logo on it.

For recycling site improvements: A permanent sign that reads “Improvements funded by Geauga-Trumbull SWMD” with or without our logo, or if you are buying cameras and want to incorporate our recognition into the “Cameras watching you” sign that’s also acceptable.

For school projects: Any flyers for the program should have our logo on them. If you are planning a field trip, adding a funding tagline onto the permission slip paperwork is sufficient.

- 7) Products/Services Needed: Provide a list of products and/or services to be purchased. Give a brief description of the item including % recycled content (if purchasing recycled benches, tables, etc.). Recycled content items must have a minimum of 50%-recycled materials. Attach quotes if you have them. *If applicable, please include vendor quotes with proof of % recycled content and type for items listed above.**

This is where you tell us what you plan on purchasing with grant funds. You don’t need to have all the purchasing decisions made before you apply. If you know specifically what you want to purchase, then list it. If not, general descriptions of what you will be shopping for are acceptable.

If you are planning to purchase a park bench or picnic table made from recycling materials, **please verify the % of recycled content before purchase.** Just because a table is made of plastic doesn’t guarantee it is *recycled* plastic. Benches and tables must have at least 50% recycled content to be eligible for reimbursement.

Product/Service	Vendor *if already chosen	Description	Recycled Content % *if purchasing benches, etc.
Examples:			
Recycled plastic park bench	ZZ Poly benches	8' recycled plastic park bench	100%
Electronic recycling services		Fees to host and recycle electronics	
Security cameras		Security cameras for recycling site	
Recycling containers		18-gallon containers for classrooms	
Debris removal services		Contracted service/dumpsters to remove debris from illegal dumpsite	
Flyers and advertisement		Printed flyers for public distribution, advertisement in local newspaper	
Signage		Permanent sign for recycling drop-off site	
Safety vests, litter pickers	Safety supplies 'R Us	Supplies for litter cleanup crew	
Paper shredding services		Contract services to shred paper on-site for community shredding event	

Financial Information: Please complete a summary of project costs that will equal the grant request. Enter estimated cost based on expense categories below.

CHANGE FROM PREVIOUS YEARS!

In prior years, applicants had to list each item they planned to purchase separately in this section. To simplify the application, you are now only required to estimate costs separated by category. Fill in the sections applicable to your specific project and leave the other categories blank. There is NO MATCH required for this funding.

Staff wages are NOT an ALLOWABLE expense for reimbursement. If your staff is assembling or installing items purchased with grant funds, or staffing a grant-funded event, we CANNOT reimburse you for their time.

Equipment vs supplies: Equipment is more permanent, typically more expensive items. Supplies are items that need to be replaced or replenished more frequently. For example: Cameras for a drop-off site, or permanent outdoor recycling containers for a township park would be equipment. Litter grabbers for a cleanup or materials necessary to host summer children's educational activities would be supplies.

Example 1: Community Cleanup w/Electronics Collection

Category	Total Cost \$	Grant Funds Requested \$	Grantee Remaining Cost \$
Equipment			
Supplies			
Disposal Costs (tires/trash)	\$5,000	\$3,000	\$2,000
Advertising (newspaper/online ads)	\$300	\$300	\$0
Education/Outreach			
Signage			
Contract Services			
Other			
"Other" description:			
	Total Project Cost \$5,300	Total Grant Request *max \$3,500 \$3,300	Total Remaining Cost \$2,000

Example 2: Recycling containers and park benches

Category	Total Cost \$	Grant Funds Requested \$	Grantee Remaining Cost \$
Equipment (to purchase recycling containers and benches)	\$3,400	\$3,400	\$0
Supplies			
Disposal Costs (tires/trash)			
Advertising			
Education/Outreach			
Signage (acknowledgement of grant signage at site)	\$100	\$100	\$0
Contract Services			
Other			
"Other" description:			
	Total Project Cost \$3,500	Total Grant Request *max \$3,500 \$3,500	Total Remaining Cost \$0

Example 3: Illegal dumpsite cleanup			
Category	Total Cost \$	Grant Funds Requested \$	Grantee Remaining Cost \$
Equipment			
Supplies			
Disposal Costs (tires/trash)			
Advertising			
Education/Outreach			
Signage (acknowledgement of grant signage at site)	\$100	\$100	\$0
Contract Services (to pay a company to remove debris from site)	\$3,400	\$3,400	\$0
Other			
"Other" description:			
	Total Project Cost \$3,500	Total Grant Request *max \$3,500 \$3,500	Total Remaining Cost \$0

Example 4: Multiple projects			
Category	Total Cost \$	Grant Funds Requested \$	Grantee Remaining Cost \$
Equipment (drop-off site lighting)	\$1,000	\$1000	\$0
Supplies (litter cleanup)	\$400	\$400	\$0
Disposal Costs (tires/trash) (community cleanup)	\$2,000	\$2000	\$0
Advertising			
Education/Outreach			
Signage (acknowledgement of grant signage at site)	\$100	\$100	\$0
Contract Services (to pay a company to remove debris from site)			
Other			
"Other" description:			
	Total Project Cost \$3,500	Total Grant Request *max \$3,500 \$3,500	Total Remaining Cost \$0

8) Additional documents (optional): Attach additional documents (equipment quotes, additional background info, site pictures, etc.)

If you already have quotes from suppliers or want to include pictures of the site (for illegal dumpsite cleanup or recycling drop-off site improvements) attach them here. These attachments are not required but will give you the opportunity to provide more information about your project. **If you are asking for grant funds to purchase surveillance cameras for your recycling sites, you MUST attach a letter of support from local law enforcement showing their intention to follow-up on dumping complaints at the site.**

Questions?

If there are any questions regarding this application, please feel free to contact the Geauga-Trumbull Solid Waste Management District for assistance. Applications can be completed online as well as emailed, faxed, or mailed to:

Gauga-Trumbull Solid Waste Management District
5138 Enterprise Dr. NW
Warren, OH 44481
Phone: (330) 675-7967
Fax: (330) 675-2672
Email: jenn@startrecycling.com

APPLICATION DEADLINE: FRIDAY, JANUARY 30, 2026

**Go to www.StartRecycling.com/community-grants
to download applications or apply online**