**2021 Grant Project Completion Form**

**For:**

*Grant Recipient organization:* Enter Name here  *(as written on Application & Agreement)*

*Name of person completion this report:* Enter Name here

*Title:* enter title

*Address:* enter full mailing address

*Daytime Phone:* enter with area code

*Email:* enter here

*Where you the person that originally applied for the grant? Yes* [ ]  *No* [ ]

*Contact Person #2:* enter Name here *Title:* enter title here

*Address:* enter full mailing address

*Daytime Phone:* enter with area code

*Email:* enter here

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, 2022**.

**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.**

*Projected Date of Project completion is*: enter completion date here, 2021
 *(can be no later than Dec 31, 2021)*

**Project description**
*check if attached separately* [ ]
Fill in detailed description here

Grant Type *(check one)*: [ ]  Community [ ]  Comprehensive (20% Match required)

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**List of expenditures:**

 **Expenditure Item Grant Funds Match Funds**

 (Comprehensive Grants ONLY)

Enter the expense

Enter the expense

Enter the expense

Enter the expense

Enter the expense

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Enter the expense

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*(if more please check*  [ ]  *and list on back/attached sheet*

 **Total Spent: $enter amount $enter total match**

***Grant Amount Received:*  $enter amount** *~~~~ Any and all unused Grants funds MUST be returned to the JBRSWA with this form!*

Please provide any recycling amounts generated by this grant.

Enter amounts here if applicable

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.

Checklist:

 [ ]  All receipts attached? [ ] Project/Item photos attached?

 [ ]  JBGT Logo photos attached? [ ]  Press/News articles if any included

**~ Submit this Report 120 days within project completion and NO LATER than February 1, 2022**

By Email: apetrella@jbgreenteam.org & nlysle@jbgreenteam.org

Or mail to: JB Green Team

 228 Technology Way

 Steubenville, OH 43952

 Phone (740) 266-6899

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