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## Conservation Action Grants Project Agreement

The purpose of the Cuyahoga SWCD Conservation Action Grant & Scholarship Fund is to reduce the financial barriers of adopting conservation practices at home and in our community - practices such as rain gardens, rain barrels, planting trees, landscaping with native plants, teacher training and workshops, and more. Cuyahoga SWCD established the Conservation Action Grant & Scholarship Fund to raise and distribute funds for the implementation of conservation projects to improve water quality and soil health. While primarily focused on soil and water quality, these projects will also benefit wetlands, forestry, carbon offsets, pollinators, native plants, birds, and other wildlife populations in Cuyahoga County.

Conservation Action Grants are government funds. All requests for reimbursement must have evidence of payment (receipt, canceled checks, credit card). Cuyahoga SWCD will reimburse grantees up to the amount awarded.

Applicants will be required to submit the Project Agreement form with a photo of the site. A brief report with a photo of project activities must be submitted with all reimbursement requests. Reimbursements will be immediately processed. Please contact the office if you have questions or concerns about the reimbursement process. **Grant activities must be completed by September 30, 2025.**

**Note: If you receive more than \$599, the SWCD is required to provide to the IRS Form 1099 in January of the following year. We are required to obtain a Tax ID Number and current address. Grantees are required to submit an IRS Form W9 with this Project Agreement.**

### **Project Information**

Name of Project: \_\_\_\_\_

Address of Project: \_\_\_\_\_

### **Primary Contact Information**

Name: \_\_\_\_\_

Address/Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

I certify that I understand my project has been funded with government dollars and eligible costs will be reimbursed upon submittal of receipts. The SWCD will not reimburse expenses for food, beverages, staff time, or consultant costs (unless pre-approved). Funds for student scholarships require the name and school of the student.

\_\_\_\_\_  
**Grantee Signature**

\_\_\_\_\_  
**Date**