



REGION M WASTE MANAGEMENT DISTRICT
1801 West 32nd Street, Suite C.212 – Joplin, MO 64804
Phone: 417-317-5021 | www.RegionM.org

Instructions page 1 of 2

FY2024 Education Grant Instructions

Region M Waste Management District (WMD) provides funding through the Missouri Department of Natural Resources (MDNR) for environmental education projects for schools, colleges, universities, and nonprofit organizations. This funding occurs outside of the annual grant call.

The projects MUST emphasize or instruct the importance of good waste management with regards to reducing, reusing, and recycling. Awarded funds may be used for education projects such as Earth Day or America Recycles Day events, recycling competitions or tournaments, books or digital media, recycling messages for public education, etc.

Each applicant will be able to request a minimum of \$1,000 but no more than \$2,000 to use for recycling/environmental education projects. Projects must be approved by the Region M Board of Directors and by MDNR. Grants are awarded on a first come/first serve basis, and applications will be accepted until November 30, 2023. Awarded funds are disbursed on a **reimbursement** basis. Expenses must not be incurred prior to formal approval, but by project end date of 6/30/2024.

Each application should include the applicant information form, executive summary, task and timeline, budget form, at least one letter of support, and other supporting documents (non-profit status, w-9, etc.).

Any and all equipment, supplies, materials, wages etc. must support the recycling/environmental message and have recycle content.

Please contact Patty Overman, District Administrator, at the below telephone or email address, prior to completing the application.

You may e-mail, mail, or deliver your SIGNED Education Grant Application packet to:

Region M Waste Management
1801 W 32nd Street
Building C, Suite 212
Joplin, MO 64804
Office: 417-512-5021
patty@regionm.org

Sincerely,

A handwritten signature in blue ink that reads "Patty Overman".

Patty Overman



[Facebook.com/RegionMWasteManagement](https://www.facebook.com/RegionMWasteManagement)



Applications must include the following items to be considered for funding:

1. Completed Application Form.
2. Executive Summary - may be as long as four pages. Please fully describe the educational component in detail, including but not limited to:
 - physical location and proposed dates of project
 - number of students/participants reached and/or targeted clientele
 - amount of materials (estimated in tons) recycled/diverted from landfill or other measurable outcomes
 - how the proposed project accomplishes recycling education
3. Task and Timeline.

Example -

Task 1: Meet with Region M Staff to sign FAA (Financial Assistance Agreement).

Task 2: Event/project planning.

Task 3: Implementation of event/project.

Task 4: Evaluate project and measurable outcomes.

Task 5: Complete final report and submit invoice for reimbursement.

Task 1	■	■											
Task 2		■	■										
Task 3				■	■	■	■						
Task 4													■
Task 5													■
Month	1	2	3	4	5	6	7	8	9	10	11	12	13

Other tasks should be added that are specific to your project.

4. Completed budget document attached (please note, match funding is not required).
5. Letter(s) of support for your proposed project.





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FY2024 Education Grant Application Form

Applicant Name:

Project Title:

Applicant Information: Indicate how reimbursement checks should be made payable to.

Project Manager and Title:

Contact Number and Email:

Item	Yes	Page Number Where Documented
1. FY2024 Education Grant Application Form		
2. Executive Summary		
3. Tasks and Timeline		
4. Budget Document		
5. Letter(s) of Support		

Applicant Signature and Date:

Funding Provided Through:





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REGION M WASTE MANAGEMENT DISTRICT FY2024 Application Budget Document			
Budget Category	Grant Funding Requested	Match Funding Provided	Total Cost
Personnel			
Professional Services			
Supplies			
Equipment			
Travel			
Other			
Total Project Budget:			

Funding Provided Through:





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Tasks:

1. Meet with Region M staff to discuss project.
2. _____
3. _____
4. _____
5. _____
6. _____
7. Submit invoice for reimbursement.
8. Complete final report.

Timeline:

Task 1												
Task 2												
Task 3												
Task 4												
Task 5												
Task 6												
Task 7												
Task 8												
Month	Aug 2023	Sept 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	June 2024	July 2024

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Executive Summary: *(additional pages may be attached if necessary)*

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