
GRANT AGREEMENT

The grant to you or your organization for the Shelby County Community Foundation is for the purpose described in your application, subject to any special conditions described in Section V below. TO ACKNOWLEDGE THIS AGREEMENT, TO ACCEPT THE GRANT AND TO BE ELIGIBLE TO RECEIVE THE FUNDS WHEN NEEDED, PLEASE SIGN A COPY OF THE GRANT AGREEMENT AND RETURN IT TO THE COMMITTEE:

DATE AUTHORIZED: _____

GRANTEE: _____

AMOUNT: \$ _____ GRANT PERIOD: Start: _____ Finish: _____

GRANT PROJECT TITLE AND PURPOSE: _____

I. PUBLIC ANNOUNCEMENT

Since the Shelby County Community Foundation is a public fund, we believe it is important the public be told of our grants. We would be pleased to cooperate with you in any publicity effort about our gift that might further the general efforts of your program and interpret the role of the Shelby County Community Foundation to the community.

II. GRANT PAYMENT

Before funds will be disbursed to the grantee, the signed copy of this agreement must be in the hands of the committee. Also, notice must be received that the grantee has complied with any special conditions of the grant which are listed in Section V of this Agreement. After the Grant Agreement is signed, a check in the full amount will be sent to the grantee.

III. GRANT GUIDELINES

This grant is to be used only for the purpose described in your grant request and stated above, in accordance with the approved budget. The program is subject to modification only with the Committee's prior written approval.

- a. The grantee shall return to the Shelby County Community Foundation any unexpended funds:
 - i. At the end of the grant period.
 - ii. If the Committee determines that the grantee has not performed in accordance with this agreement and approved program/budget.
 - iii. If the grantee loses its exemption for the Federal Income Taxes under Section 501c(3) of the Internal Revenue Code.

- b. No funds provided by the Shelby County Community Foundation may be used for any political campaign, or to support attempts to influence legislation by any governmental body, other than through making available the results of nonpartisan analysis, study and research.
- c. Expenses charged against this grant may not be incurred prior to the effective date of the grant or subsequent to the termination date and may be incurred only as necessary to carry out the purposes and activities of the approved program.
- d. The grantee is responsible for the expenditure of funds and for maintaining adequate supporting records consistent with generally accepted accounting practices.
- e. The Shelby County Community Foundation reserves the right to examine the progress of any grant funded. If in the judgement of the Committee, a grant has not adequately achieved its originally stated goals and objectives, the Committee reserves the right to terminate the grant and cease making further payments or require that the recipients return any portion or the entire previously paid grant, at the point in which it deems to be appropriate.

IV. REPORT TO THE SHELBY COUNTY COMMUNITY FOUNDATION COMMITTEE:
Included with this Grant Agreement is a form (Interim Report) for a six (6) month report and an evaluation form (Post Grant Memo) detailing the questions that must be answered at the end of the grant period. Photographs and other supporting data are requested where possible.

V. SPECIAL CONDITIONS OF GRANT:

Signature of Grantee or Representative

Date

Print Name and Title