



COMMUNITY GRANTS PROGRAM GRANT AGREEMENT FORM

Organization Name: _____

Grant Amount: _____

Project/Program Name: _____

Expected Completion Date: _____

I. Acceptance of Grant

This grant will be used only for the purposes described in the proposal and approved by the Foundation.

This project is subject to modification only with the Foundation's prior written approval. A request for modification, detailing the circumstances and including any appropriate documentation, must be presented to the Foundation in writing for review and decision.

The Foundation must be notified immediately of any changes in the tax-exempt status of the organization to which the funds were awarded, or any other changes in the organization that will affect the ability of the organization to complete the project.

II. Payment of Grant Funds

Upon return of this form, signed by the appropriate person, a request for payment will be submitted to the Foundation's Accounting Department; payment should be received within three weeks of the date the Foundation receives this signed form.

III. Expenditure of Grant Funds

As noted in section I above, the funds will be used only for the purposes specified, and therefore no funds from this grant will be used to carry on propaganda or otherwise to attempt to influence legislation, to influence the outcome of any public election, or to carry on directly or indirectly any voter registration drive, other than through making available the results of nonpartisan analysis, study, and research.

IV. Reversion of Grant Funds

Any portion of the grant not used for the purposes described in the proposal and approved by the Foundation must be repaid to the Foundation.

At the conclusion of the project for which the grant funds were used, any remaining funds must be repaid to the Foundation.

V. Review of Grant Activity

Records of receipts and disbursements will be maintained and such books and records will be available to the Foundation or its representatives upon request.

Foundation staff may request a site visit to examine the quality and effectiveness of the program.

VI. Final Grant Report

Within 60 (sixty) days of the conclusion of the project for which the grant funds were provided, the Grant Report Form should be completed and returned to the Executive Director at the Foundation. The report will be reviewed and, upon acceptance of the report, the grant will be officially closed.

VII. Limit of Commitment

Unless otherwise provided in writing, this grant is made with the understanding that the Foundation has no obligation to provide other or additional support to the grantee.

VIII. Publicity

Grantees are encouraged to publicize this project and funding from the Foundation. Please see ACF's Grant Publicity Guidelines for further information.

Agreed to and accepted for _____ :
Your Organization Name

Signature Date

Printed Name Title

ACF Executive Director Date

Please return both pages of the original of this form and keep a copy for your records.

Send a PDF Digitally to: gavin@alamancecommunityfoundation.org

Or mail signed paper to:
Executive Director
Alamance Community Foundation
P.O. Box 726
Burlington, NC 27216