

TERMS OF AGREEMENT

The Community Foundation of Middle Tennessee Serving Tennessee Seniors Program

ORGANIZATION *

ADDRESS *

Address Line 1

City

State

ZIP Code

COUNTY *

CONTACT PHONE *

CONTACT EMAIL *

GRANT SUMMARY: Provide a brief description of your program *



Use the description from your grant application.

GRANT AWARD

\$ 5000

TERMS OF AGREEMENT

This Agreement details the responsibilities of The Community Foundation of Middle Tennessee and your Organization (Grantee), and the terms and conditions of this grant. The completion of this Terms of Agreement and your future Grant Report(s) is an important part of The Community Foundation's grant process.

I AGREE TO THE ABOVE

NONDISCRIMINATION POLICY

No person, on the basis of actual or perceived race, color, religion, national origin, sex, gender identity (as defined in paragraph 249(c)(4) of title 18, United States Code), sexual orientation, marital or parental status, political affiliation, military service, physical or mental ability, or any other improper criterion can be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with funds made available by The Community Foundation of Middle Tennessee, and any other program or activity funded in whole or in part with funds appropriated for grants, cooperative agreements, and other assistance administered by the Foundation.

I AGREE TO THE ABOVE

USE OF FUNDS

This grant is to be expended solely in support of the objectives detailed in your Serving Tennessee's Seniors grant proposal submitted on or before October 21, 2022. As a recipient, you are required to provide information about the strategic use of the funds, as outlined in your grant application during the following period of December 1, 2022 - March 31, 2023. Funds are to be used for services to seniors in the State of Tennessee only. The information provided on your work and the outcomes measured will be posted on a website especially designed by The Community Foundation to keep the public informed about the goals accomplished with this funding. Foundation grant funds may not be used for lobbying, electioneering, or political activity expenditures or for indirect/overhead costs. All requests for expenditure revisions must be made in writing to the Grants Manager. If your request is denied, all unused funds must be returned, if deemed necessary, to The Community Foundation. In compliance with the US Patriot Act, Grantee certifies that it is not a terrorist or terrorist-supporting organization and agrees not to promote or engage in violence, terrorism, or bigotry.



I AGREE TO THE ABOVE

GRANT PAYMENTS

This grant will be paid in the amount indicated above following approval by the Board of Directors. This grant is for the period beginning December 1, 2022 and ending March 31, 2023. The Community Foundation reserves the right to discontinue, modify, or withhold any payments that might otherwise be due under this grant, to require a refund of any unexpended grant funds, or both, if, in The Community Foundation’s judgment:

- (1) Grant funds have been used for purposes other than those contemplated by this terms of agreement.
- (2) Such action is necessary to comply with the requirements of any law or regulation affecting either the Grantee’s or The Community Foundation’s responsibilities under the grant; or
- (3) The Grantee’s performance under the grant has not been satisfactory. The Community Foundation in its sole and absolute discretion will determine whether performance has been satisfactory.

The Community Foundation’s judgment on these matters will be final and binding.

I AGREE TO THE ABOVE

REPORTS

The Grant Report(s) provides an assessment and accounting of this grant and provides a tool by which The Community Foundation can monitor the effectiveness of a grant in relation to the stated goals. The Community Foundation requires the following reports be submitted for this grant on the following dates: A Final Report is due no later than March 31, 2023. Recipients are required to complete the Final Report Form. This report provides a narrative summary of the activities conducted along with community impact and a final financial report of expenditures. Access to the Final Report and Budget Form can be accessed through The Community Foundation’s electronic grant portal.

I AGREE TO THE ABOVE

TRANSPARENCY IN REPORTING

To provide the utmost transparency, your Final Report, in part or in full, will be posted on the Serving Tennessee Seniors website. The information provided on your work and the outcomes measured will keep the public informed about the goals accomplished with the funds from the Serving Tennessee Seniors program of The Community Foundation to benefit the senior population in the State of Tennessee.

I AGREE TO THE ABOVE

GRANT CANCELLATION AND UNUSED FUNDS

If the Grantee is unable or unwilling to fulfill the purpose of the grant or requires major revisions to the original purpose of the grant as outlined in the proposal, contact The Community Foundation’s Grants



funds must be returned to The Community Foundation immediately. Any refund of less than \$100 will be waived.

I AGREE TO THE ABOVE

GRANTEE PRESS TOOLKIT

Public acknowledgment of The Community Foundation's support should be provided in promotional and publicity materials and in an appropriate manner at major fundraising events as it relates to this grant. To help you communicate the impact of your work, The Community Foundation has created a Grantee Press Toolkit. Sharing the good news of your grant helps you publicize your organization and its good work; recognizes The Community Foundation and its donors; and promotes philanthropy in Middle Tennessee. The Grantee Press Toolkit can be found on The Community Foundation's website www.cfmt.org.

A listing of the recipients of this grant will be published broadly and we trust you will credit both the Chancery Court and The Community Foundation of Middle Tennessee in your promotional and publicity material. When you recognize this gift in your materials, please list the donor as follows: Serving Tennessee's Seniors – administered by The Community Foundation of Middle Tennessee at the request of the Chancery Court.

The Toolkit will have sample copies of press releases, newsletter articles, social media how-to, and The Community Foundation's logo. For more information and assistance with promotion and publicity of this grant, contact the Communications Department of The Community Foundation, or 615-321-4939 or toll-free 888-540-5200. The Community Foundation logo is a registered trademark. Do not alter the logo in any manner, including color changes, adding/removing elements of the logo or changing the aspect ratio. Do not display the logo in a manner that implies sponsorship or endorsement without explicit permission from The Foundation. Usage of the logo is limited to acknowledging your grant from The Foundation.

I AGREE TO THE ABOVE

ACCEPTANCE

This letter contains the entire agreement between the Grantee and The Community Foundation, and there are no conditions or stipulations, oral or written, governing the use of the grant funds other than those contained in this letter. It is understood that by countersigning this letter the Grantee confirms that there has been no change in its qualification as an organization exempt from income taxation pursuant to section 501(c)(3) of the Internal Revenue Code or its classification under section 509(a) of the Internal Revenue Code or your organization is deemed an entity of government. If any change occurs, you must notify The Community Foundation.

I AGREE TO THE ABOVE

FOUNDATION CONTACT PERSON

Please direct all correspondence, including all required reports, and questions relating to this grant to The Foundation's Vice President of Grants, Community Foundation of Middle Tennessee, 3833 Cleghorn Ave Ste 400 – Nashville, TN 37215 – 615-321-4939 or email: grants@cfmt.org.



I AGREE TO THE ABOVE

CERTIFICATION AND SIGNATURE

The undersigned, hereby acknowledges that the Grantee agrees to the grant conditions as stated and that appropriate personnel have read and understand this letter, that its terms and conditions are acceptable, and that the Grantee will comply with those terms and conditions.

By entering data into the next fields calling for your signature and insertion of your NAME, TITLE, AND DATE, you are:

-- agreeing that you are a representative for the Grantee and duly authorized to enter into legally binding agreements on behalf of the Grantee

-- agreeing to submit this Terms of Agreement in an electronic form on behalf of the Grantee which shall be bound by its contents as an electronic transaction

-- agreeing that your insertion of data into these following fields constitutes an electronic signature.

SIGNATURE *

[clear]

Use your mouse or finger to draw your signature above

ENTER YOUR NAME *

TITLE *

DATE *

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Submit Form



