



September 10, 2024

Ruth Groff  
Town Supervisor  
Town of Lansing  
29 Auburn Rd.  
Lansing, NY 14882

Grant#: 24-592

Dear Ruth Groff:

I am pleased to inform you that the Trustees of the Park Foundation (the "Foundation"), in furtherance of the Foundation's mission, have approved a grant of \$50,000 over two years to Town of Lansing for the Comprehensive Trails Plan. This action has been taken in response to, and in reliance on, your proposal received by the Foundation on July 16, 2024, and this grant is made on the terms described below.

As required by section 501(c)(3) of the Internal Revenue Code, your organization must use all grant funds provided to it by the Foundation solely for educational, scientific, or charitable purposes. The objectives of this grant, as indicated above and described in the background material you have provided, may be modified only with the Foundation's advance approval.

No grant funds may be used by your organization for purposes of influencing elections or conducting voter registration drives, and no grant funds have been earmarked for either of those purposes. Your organization cannot expend any part of the grant in any way that violates federal or state law or subjects your organization or the Foundation to any penalty or loss of tax-exempt status under the federal tax law or other laws governing the use of charitable funds. If this is a project grant, no portion of the Foundation's grant funds may be used for the purpose of influencing legislation. If this is a general support or operating support grant, the IRS limitations on expenditures for the purpose of influencing legislation apply.

Grant payment cannot be made until the countersigned copy of this letter is received.

Grantees who submitted their proposal electronically will find their report form in their grantee portal. Those who submitted their proposal by hard copy should use the report form on the Foundation's website [www.parkfoundation.org](http://www.parkfoundation.org). Failure to provide overdue reports from prior grants may delay payment on current grant or consideration of future grants. Please review the enclosed schedule and contact information and confirm that it is correct.

The Park Foundation is committed to reducing its environmental impact and conserving resources as part of our organizational sustainability initiative. When there are press releases, photographs, and published material about this grant and the work it has supported, we would appreciate receiving electronic copies or links sent via email. Correspondence should be sent to Nick Goldsmith, Program

*Park Foundation Inc. 140 Seneca Way, Suite 100 Ithaca, New York 14850*  
*Tel: 607/272-9124 Fax: 607/272-6057*  
*[www.parkfoundation.org](http://www.parkfoundation.org)*

Officer, and should reference the grant number 24-592. Please use your discretion regarding hard copies.

It is our understanding that Town of Lansing has been determined by the Internal Revenue Service to be a tax-exempt organization described in Section 501(c)(3) of the Internal Revenue Code and has been classified by the Internal Revenue Service as other than a private foundation under either Section 509(a)(1) or Section 509(a)(2) of the Code, and that there has been no audit or other event producing a change in this status or classification. If there is any change in this status and/or classification after the date of this agreement, you agree to let us know promptly. In the event of loss of tax-exempt status under Federal laws, or a change in classification, no further expenditures of grant funds provided by the Foundation may be made and any unspent grant funds must be returned promptly to the Foundation.

The understandings set forth in this letter are based on the information your organization has provided to us. Those understandings are essential terms of this agreement.

If this letter correctly sets forth the terms on which your organization accepts this grant and there has been no change in the IRS status and classification of Town of Lansing as indicated above, **you may return the countersigned to the Foundation by surface mail, fax or email. Please fax to 607-272-6057 or email to TYC@Parkfoundation.org.**

With Gratitude,



Rachel Leon  
Executive Director

RL: tyc  
Enclosure

Town of Lansing hereby accepts the grant described above on the terms set forth in this letter and agrees to abide by all of its representations and agreements stated above.

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**Payment/Reporting Schedule**

**Organization: Town of Lansing**

**Grant #: 24-592**

<u>Payment Amount</u>	<u>Estimated Payment Date</u>	<u>Grant Reports Due</u>
\$15,000	9/30/2024	8/31/2025-Interim Report
\$35,000	9/30/2025	9/30/2026-Final Report

**Multi-Year Grant:**

In order to receive grant payment on the dates indicated above, the Foundation must receive the grant reports on the dates scheduled.

**Grantee Contact Person(s):**

Ruth Groff, Town Supervisor  
Steve Lauzun, Chair, Parks, Rec & Trails Working Group

\*Please advise the Foundation of any changes to the contact person(s) related to this grant.

**Please Note:** Grantee should completely expend funds before submitting final report narrative/accounting. If an extension is required, please contact the indicated program staff person for approval prior to report due date. Failure to provide scheduled reports from prior grants on time may delay issuance of payment on current grant(s).