The purpose of this Grant Agreement is to establish a collaboration of services and support between the Anniston Community Education Foundation ("Grantor", "The Foundation", and "Funder") and ABC Agency ("Grantee"). The funds, which you will be receiving, are funds that will be used to perpetuate and enrich the mission of The Foundation. This Grant Agreement is in effect for a two year period, year start: November 1, 2011 and year end: October 31, 2013, and requires a thirty (30) days written notice of decision to terminate. The Grantee has until October 31, 2013 to expend the funds granted. Any extensions of this period must be submitted in writing within fourteen (14) days of the specified year end date and approved by The Foundation. If no extension is filed, unused funds must be promptly returned to the Foundation within fourteen (14) days of the specified year end date. This agreement provides no legal relationship between the Anniston Community Education Foundation and ABC Agency. The following are conditions that must be agreed upon before funds are issued:

The Grantee shall

1. Provide direct educational services in the area of reading and literacy to children of the targeted community.
2. Use the grant funds for the purposes stated in the grant request. Any deviations must be submitted in writing with reason within a fourteen (14) day period prior to the date of change occurring for approval by The Foundation. Deviations include but are not limited to program personnel changes, location changes, budgetary revisions, etc.
3. Make every effort to achieve the goals and objectives outlined in the grant request.
4. Serve as a referral source for The Foundation. In addition, the Grantee is required to positively promote the Mission and Vision of The Foundation.
5. Indicate when promoting the funded program, in whole or in part, that funding has been received through a grant from the Anniston Community Education Foundation. The Grantee must provide public acknowledgement of the foundation as a grantor within the first ninety (90) days of receipt of the grant award. The Grantee must allow The Foundation to review and approve the text of any proposed publicity concerning this grant prior to its release. Public acknowledgement is at the expense of the Grantee.
6. Attend ACEF’s collaborative meetings quarterly and two (2) capacity building trainings within a one year period. The trainings are at the expense of the grantees. Documentation of training attendance must be submitted to The Foundation in the Quarterly Progress Reports.
7. Allow The Foundation access to monitor the funded program. Site visits may be announced or unannounced.
9. Serve as an advocate for children and families working in the targeted community. However, no grant funds may be used for lobbying or influencing of legislation.
10. Collaborate with other organizations working in the targeted community.
The Grantee is required to submit the required Quarterly Progress Reports by the specified date. Late reports will delay your grant payment. Any overdue report, more than thirty (30) days late, will automatically result in a cancellation of Grant Agreement and discontinuation of future payments. If the grantee wants an extension that will not alter or interrupt future reporting and payment scheduling, a “Report Extension Request” should be submitted in writing within fourteen (14) days prior to report deadline. All requests are subjected to the approval of The Foundation.

Grant payments are dependent on receipt of all necessary forms and satisfactory programmatic and fiscal performance. The first payment will be dependent on receipt of the signed Grant Agreement and completion of an orientation. The additional three installments will be contingent upon the Quarterly Progress Report. The future installments will be awarded after the receipt and a satisfactory review of the Quarterly Progress Reports.

**Disclaimer:** Anniston Community Education Foundation reserves the right to discontinue, delay, modify, or withhold any payments to be made under this grant award or to require a total or partial refund of any grant funds if, in The Foundation’s sole discretion, such action is necessary, the Grantee has not complied with the terms and conditions of this agreement.

By their signatures below, the parties do hereby agree to the terms and conditions of this Grant Agreement.

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Grant Administrator  
ABC Agency  

---  

_Supervisor or Board President_  
ABC Agency  

---  

Board President  
Anniston Community Education Foundation  

---  

Executive Director  
Anniston Community Education Foundation  

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The purpose of this Grant Agreement is to establish a collaboration of services and support between the Anniston Community Education Foundation ("Grantor", "The Foundation", and "Funder") and ABC Agency ("Grantee"). The funds, which you will be receiving, are funds that will be used to perpetuate and enrich the mission of The Foundation. This Grant Agreement is in effect for a one (1) year period, year start: November 1, 2011 and year end: October 31, 2012, and requires a thirty (30) days written notice of decision to terminate. The Grantee has until October 31, 2012 to expend the funds granted. Any extensions of this period must be submitted in writing within fourteen (14) days of the specified year end date and approved by The Foundation. If no extension is filed, unused funds must be promptly returned to The Foundation within fourteen (14) days of the specified year end date. This agreement provides no legal relationship between the Anniston Community Education Foundation and ABC Agency. The following are conditions that must be agreed upon before funds are issued:

The Grantee shall

1. Provide direct educational services in the area of reading and literacy to children of the targeted community.
2. Use the grant funds for the purposes stated in the grant request. Any deviations must be submitted in writing with reason within a fourteen (14) day period prior to the date of change occurring for approval by The Foundation. Deviations include but are not limited to program personnel changes, location changes, budgetary revisions, etc.
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4. Serve as a referral source for The Foundation. In addition, the Grantee is required to positively promote the Mission and Vision of The Foundation.
5. Indicate when promoting the funded program, in whole or in part, that funding has been received through a grant from the Anniston Community Education Foundation. The Grantee must provide public acknowledgement of the foundation as a grantor within the first ninety (90) days of receipt of the grant award. The Grantee must allow The Foundation to review and approve the text of any proposed publicity concerning this grant prior to its release. Public acknowledgement is at the expense of the Grantee.
6. Attend ACEF’s collaborative meetings quarterly and two (2) capacity building trainings within a one year period. The trainings are at the expense of the grantees. Documentation of training attendance must be submitted to The Foundation in the Quarterly Progress Reports.
7. Allow The Foundation access to monitor the funded program. Site visits may be announced or unannounced.
8. Provide Quarterly Progress Reports. Deadline of reports: Feb. 15\textsuperscript{th}, May 15\textsuperscript{th}, Aug. 15\textsuperscript{th}, and Nov. 15\textsuperscript{th}. The report must be submitted using The Foundation’s Grant Reporting Forms.
9. Serve as an advocate for children and families working in the targeted community. However, no grant funds may be used for lobbying or influencing of legislation.
10. Collaborate with other organizations working in the targeted community.
The Grantee is required to submit the required Quarterly Progress Reports by the specified date. Late reports will delay your grant payment. Any overdue report, more than thirty (30) days late, will automatically result in a cancellation of Grant Agreement and discontinuation of future payments. If the grantee wants an extension that will not alter or interrupt future reporting and payment scheduling, a “Report Extension Request” should be submitted in writing within fourteen (14) days prior to report deadline. All requests are subjected to the approval of The Foundation.

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**Disclaimer:** Anniston Community Education Foundation reserves the right to discontinue, delay, modify, or withhold any payments to be made under this grant award or to require a total or partial refund of any grant funds if, in The Foundation’s sole discretion, such action is necessary, the Grantee has not complied with the terms and conditions of this agreement.

By their signatures below, the parties do hereby agree to the terms and conditions of this Grant Agreement.

________________________
Grant Administrator
ABC Agency

________________________
**Supervisor or Board President**
ABC Agency

________________________
Board President
Anniston Community Education Foundation

________________________
Executive Director
Anniston Community Education Foundation

Date

Date

Date

Date
The purpose of this Grant Agreement is to establish a collaboration of services and support between the Anniston Community Education Foundation ("Grantor", "The Foundation", and "Funder") and ABC Agency ("Grantee"). The funds, which you will be receiving, are funds that will be used to perpetuate and enrich the mission of The Foundation. This Grant Agreement is in effect for a three month period, year start: July 1, 2011 and year end: September 30, 2011, and requires a thirty (30) days written notice of decision to terminate. The Grantee has until September 30, 2011 to expend the funds granted. Any extensions of this period must be submitted in writing within fourteen (14) days of the specified year end date and approved by The Foundation. If no extension is filed, unused funds must be promptly returned to the Foundation within fourteen (14) days of the specified year end date. This agreement provides no legal relationship between the Anniston Community Education Foundation and ABC Agency. The following are conditions that must be agreed upon before funds are issued:

**The Grantee shall**

1. Provide direct educational services in the area of reading and literacy to children of the targeted community.
2. Use the grant funds for the purposes stated in the grant request. Any deviations must be submitted in writing with reason within a fourteen (14) day period prior to the date of change occurring for approval by The Foundation. Deviations include but are not limited to program personnel changes, location changes, budgetary revisions, etc.
3. Make every effort to achieve the goals and objectives outlined in the grant request.
4. Serve as a referral source for The Foundation. In addition, the Grantee is required to positively promote the Mission and Vision of The Foundation.
5. Indicate when promoting the funded program, in whole or in part, that funding has been received through a grant from the Anniston Community Education Foundation. The Grantee must allow The Foundation to review and approve the text of any proposed publicity concerning this grant prior to its release. Public acknowledgement is at the expense of the Grantee.
6. Allow The Foundation access to monitor the funded program. Site visits may be announced or unannounced.
7. Provide final project report to include copies of receipts totaling the amount requested no later than November 14, 2011. Discretionary Fund Grant reporting forms are accessible via ACEF website.
8. Serve as an advocate for children and families working in the targeted community. However, no grant funds may be used for lobbying or influencing of legislation.
9. Collaborate with other organizations working in the targeted community.

If the grantee wants an extension that will not alter or interrupt future reporting and payment scheduling, a "Report Extension Request" should be submitted in writing within fourteen (14) days prior to report deadline. All requests are subjected to the approval of The Foundation.

Grant payments are dependent on receipt of all necessary forms. The Discretionary Funds Grant’s payment will be dependent on receipt and approval of the signed Grant Agreement.

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**Sample Grant Agreement**

<table>
<thead>
<tr>
<th>Organization Name:</th>
<th>ABC Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant Name:</td>
<td>XYZ Project</td>
</tr>
<tr>
<td>Grant Type / Amount:</td>
<td>Discretionary Funds Grant / $2,000.00</td>
</tr>
<tr>
<td>Grant Cycle:</td>
<td>July 1, 2011 – September 30, 2011</td>
</tr>
</tbody>
</table>
Disclaimer: Anniston Community Education Foundation reserves the right to discontinue, delay, modify, or withhold any payments to be made under this grant award or to require a total or partial refund of any grant funds if, in The Foundation’s sole discretion, such action is necessary, the Grantee has not complied with the terms and conditions of this agreement.

By their signatures below, the parties do hereby agree to the terms and conditions of this Grant Agreement.

________________________
Grant Administrator
ABC Agency

Date

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ABC Agency

Date

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Board President
Anniston Community Education Foundation

Date

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Executive Director
Anniston Community Education Foundation

Date