

The Charlestown Community Impact Trust Fund GRANT AGREEMENT

Date:_____ Grant No._____

GRANTEE: _____

GRANT AMOUNT: _____

GRANT PERIOD: _____

PROJECT/PURPOSE: _____

The Charlestown Community Impact Trust Fund, through the City of Boston (“Fund”) and the Grantee hereby enter into this Agreement to establish the terms of a Fund grant to the Grantee.

1. The attached documents describe the Grantee’s organization and financial condition, the project for which the Grantee desires to use a grant from the Fund, and the project budget. The Fund has relied on the representations and statements in these documents. Grantee acknowledges that records submitted to the Fund are public records.

[attach relevant documents to this Agreement]

2. The Grantee agrees to expend grant funds awarded to it only for the purposes and according to the budget specified in the documents listed in paragraph 1. The Grantee will keep adequate records to document expenditures from the grant funds and activities supported by the grant funds. The Grantee agrees to return to the Fund any portion of the grant funds that is not spent or that is unencumbered at the end of the grant period. The Grantee agrees to make

available to the Fund, at reasonable times, the financial records related to the activities supported by the grant.

3. The Fund and the Grantee may agree in writing to modify the methods or timelines of the project for which grant funds have been awarded.

4. The Grantee shall notify the Fund about any of the following:

-Any change in key personnel of the project for which grant funds are awarded;

-Any change in contact information for the Grantee;

-Any change in financial condition of the Grantee that would affect the project for which grant funds are awarded;

-Any development that significantly affects the operation of the project or the organization.

5. The Fund may, after notice to Grantee of its intent to do so, cancel the Grantee's participation in the project for which funds are granted, in the event that the Fund, in its sole judgment, finds that:

-the Grantee has failed to make substantial progress in the completion of the project; or

-The Grantee has failed to comply with the terms of this Agreement; or

-Such cancellation is necessary to comply with requirements of law.

In the event of cancellation under this paragraph, the Grantee will return any unspent grant funds to the Fund.

6. The following reports are required as a condition of this grant:

Upon request of the city, the Grantee agrees to submit an interim report on the six-month anniversary of the date that this Agreement is executed, that shall include:

- a description of program activities that have taken place to date;
- expenditures of grant funds on project activities to date; and
- an evaluation of the project to date.

The Grantee agrees to submit a final report no later than thirty days after the end of the grant period that shall include:

- a description of program activities that have taken place from the date this Agreement is executed until the end of the grant period, and a discussion of the degree to which project objectives were achieved; and
- a final full accounting of expenditures of grant funds;

IN WITNESS HEREOF, we have signed this Agreement as of its date.

The Charlestown Community Impact Trust Fund

By:_____

Grantee:_____

By:_____