

# 2024 Chilkat Valley Community Foundation Annual Grant Program

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*Alaska Community Foundation*

## *Instructions*

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An authorized official of your organization must electronically complete this grant agreement signifying acceptance of the terms and conditions set forth herein before funds will be issued for the grant your organization received from an Affiliate of The Alaska Community Foundation (ACF).

Please contact ACF's Affiliate Program staff at [affiliate@alaskacf.org](mailto:affiliate@alaskacf.org) or 907-334-6700 if you have any questions.

## *Project/Program Information*

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### **Project/Program Name**

*Character Limit: 100*

### **Project/Program Description**

*Character Limit: 3000*

### **Amount Awarded**

*Character Limit: 20*

## *Grant Agreement*

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**THIS AGREEMENT DETAILS THE RESPONSIBILITIES OF THE ALASKA COMMUNITY FOUNDATION (ACF) AND YOUR ORGANIZATION (GRANTEE), AND THE TERMS AND CONDITIONS OF THE GRANT.**

### **Use of Funds\***

Grantee will use awarded funds solely for the purposes approved by ACF as described in Grantee's awarded proposal. Any use of grant monies for purposes other than those specified in the grant application must have the prior approval of ACF.

### **Choices**

I agree to the above.

### Expenditure of Funds\*

Grantee is responsible for the expenditure of funds and for maintaining adequate supporting records consistent with generally accepted accounting practices. Grantee agrees to give ACF reasonable access to Grantee's files and records for the purpose of making financial audits, verifications, and investigations as it deems necessary concerning this grant, and to maintain such files and records for a period of at least three years after completion or termination of the project/program.

ACF reserves the right to require return of funds if it deems that Grantee has not complied with the terms of the grant agreement for use of funds from ACF, or to comply with any law or regulation affecting Grantee, ACF, or this grant. Unexpended funds or any portion of the grant that is not used for the purposes specified herein shall be returned to ACF upon completion or termination of the project/program.

#### Choices

I agree to the above.

### Project Modification\*

Grantee will notify ACF as soon as possible of any material changes occurring in the project/program during the grant period, including any changes in the status of the project/program, leadership personnel, or Grantee's legal or tax status, which would inhibit the grantee from providing the services or performing in the capacity for which it is funded under this grant. **Any significant changes to the approved scope of work or changes to the project/program budget in excess of 10% of the grant award must be approved by ACF prior to taking place.**

#### Choices

I agree to the above.

### Project Timeline\*

Grant projects must be completed within one year of award. Grantee will notify ACF as soon as possible of any circumstances that may prevent this timeline from being met. ACF reserves the right to require return of funds or extend the project deadline in these instances.

#### Choices

I agree to the above.

### Grant Reporting\*

Grantee will submit a final grant report to ACF by the assigned due date. A final grant report and any other overdue follow ups must be submitted online before Grantee will be eligible for future grant opportunities from Affiliates of ACF. Due dates and the forms to submit for these follow ups can be found by logging into the online grant system.

#### Choices

I agree to the above.

## Publicity\*

Publicity about the project/program for which the grant was awarded will identify the Affiliate of ACF that awarded the grant. Grantee will use the format below when acknowledging the use of these funds in any media releases, printed materials, or other publicity: “This (program/project) was made possible by a grant from the [Name of Affiliate], an Affiliate of The Alaska Community Foundation.”

### Choices

I agree to the above.

## *Electronic Signature*

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### Acceptance of Grant Terms and Conditions\*

This grant is conditional upon Grantee’s acceptance of the terms and conditions set forth herein. ACF reserves the right to discontinue, modify, or withhold any payments under this grant award or to require total or partial refund of any grant funds, in ACF’s sole discretion, such action is necessary: (a) because Grantee has not fully complied with the terms and conditions of this grant; (b) to protect the purpose on objectives of the grant or any other charitable activities of ACF; or (c) to comply with the requirements of any law or regulation applicable to Grantee, ACF, or this grant.

By selecting “I Accept Grant Terms and Conditions” below, Grantee agrees to accept and comply with the stated terms and conditions of this grant.

### Choices

I Accept Grant Terms and Conditions  
I Decline Grant Terms and Conditions

### Authorized Signature\*

By typing my name below, I certify that I am authorized to make legal contracts for Grantee and will represent Grantee’s acceptance of this award and agreement to comply with the stated terms and conditions of this grant.

*Character Limit: 50*

### Title\*

*Character Limit: 100*

### Date\*

*Character Limit: 10*

**Please complete the grant acceptance process by clicking the [Submit Follow Up] button below.**