
From: noreply@salesforce.com [noreply@salesforce.com] On Behalf Of Northland Foundation Grants [grants@northlandfdn.org]

Sent: Tuesday, May 21, 2013 1:26 PM

To: barbara j. farrell

Subject: Duluth Early Childhood Family Education / Project #13-10437 / Summer Amazing Newborn Program at St.



Dear Barb Farrell:

Congratulations! The Northland Foundation has approved a grant for **\$1,586.00** to **Duluth Early Childhood Family Education** for the ***Summer Amazing Newborn Program at St. Luke's Hospital***, project # 13-10437. The award letter, Agreement of Grantee, and ACH Credit Authorization Agreement for automatic deposits are attached. Please notify me should you have difficulty accessing the documents or if you need further information.

Regards,

Carole Saylor, Grants Manager/Board Administrator

Northland Foundation

202 West Superior Street, Suite 610
Duluth, MN 55802

p. 218-723-4040 ext. 213 | f. 218-723-4048
carole@northlandfdn.org | www.northlandfdn.org

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May 21, 2013

Project # 13-10437

Barb Farrell
Duluth Early Childhood Family Education
Barnes Early Childhood Center
2102 N. Blackman Ave.
Duluth, Minnesota 55811

Dear Ms. Barb Farrell:

I am pleased to inform you that the Northland Foundation has reviewed your proposal for the **Summer Amazing Newborn Program at St. Luke's Hospital** and has approved a grant of **\$1,586.00** for the period (06/01/2013 to 08/31/2013) to **Duluth Public Schools - ISD #709** acting as Fiscal Agent for **Duluth Early Childhood Family Education**. If the timeline for your project is different than what is identified above, please notify us and your reporting date will be adjusted.

The Agreement of Grantee is attached for your review. If you agree with the conditions presented, please have it signed by the authorized official.

The Northland Foundation has implemented an Electronic Funds Transfer process (electronic checks) for grant payments. Enclosed is an ACH Credit Authorization Agreement form to be completed with the grantee organization or fiscal agent organization bank account information.

Please return the signed Agreement of Grantee and ACH Credit Authorization forms immediately to the Northland Foundation via email (scanned copies), fax (218-723-4048), or USPS (hard copies) in order for our accounting department to release your payment from Republic Bank.

The Northland Foundation will issue a single payment for this grant. If all of the grant conditions are met, this payment will be distributed in the sum of **\$1,586.00 on 07/01/2013**.

The Northland Foundation will be making public news releases through the regional media regarding all of the grants awarded. Please utilize your community media resources to announce receipt of these funds to your project. The Northland Foundation would appreciate being acknowledged as a source of support in all news releases initiated by you. Please provide us with copies of any press coverage and photographs received by your project, as well as any media releases and program materials you produce. These will be added to your file and may be utilized by the Northland Foundation in our public information efforts.

As you will note, one of the conditions of the Agreement of Grantee is the submission of a final report on the activities, outcomes, and financial expenditures of your project. We will expect this report from you by: **09/30/2013**.

Please provide us sufficient narrative to describe the activities and impact of your project. For your convenience, you may access the report form through the Grantee Portal. If you do not have access to the Portal, the reporting form for grants "\$5,000 and Under" is available on-line at www.northlandfdn.org/Grants/ReportingForms. The completed report can be submitted electronically to carole@northlandfdn.org.

On behalf of the Northland Foundation, I would like to extend sincere congratulations to you and your organization. Please call Carole Saylor, Grants Manager if you have any questions. I look forward to learning about the progress and success of your project.

Sincerely,

Thomas S. Renier
President

Attachments
cc: Carole Saylor





AGREEMENT OF GRANTEE

As a condition of a total grant of **\$1,586.00** from the Northland Foundation to **Duluth Public Schools - ISD #709** acting as fiscal agent for **Duluth Early Childhood Family Education** to support the ***Summer Amazing Newborn Program at St. Luke's Hospital*** project, the undersigned agrees:

1. To use the funds only for the designated purpose as described in the grant notification letter dated 05/17/2013 and to notify the Northland Foundation of and obtain its consent to any substantial deviations from said grant application.
2. To maintain its books and records to show, and separately account for, the funds received under this grant, and to maintain records of expenditures adequate to identify the purposes for which grant funds have been expended.
3. To permit the Northland Foundation, at its request, to have complete access to the grantee's files and records for the purpose of making such financial audits, verifications, and investigations as it deems necessary concerning the grant, and to maintain such files and records for a period of at least four years after completion or termination of the project.
4. To repay to the Northland Foundation any portion of the grant which is not used for the purposes specified herein or in the grant application.
5. To not use the funds for any purpose prohibited by law, and to immediately notify the Northland Foundation of any lawsuit or any proceedings before any federal, state, or local administrative agency, which may be initiated against it.
6. To submit progress reports to the Northland Foundation, detailing activities and progress in accomplishing the objectives of the project, as well as all expenditures made in administration of the grant, as requested by the Northland Foundation staff.
7. Upon completion of the period for which funds were granted, to submit a detailed final report of the activities carried out under the grant, a final expenditures report, and an evaluation of what has been accomplished by the project.
8. That the total amount of this grant, or any payment thereof, may be discontinued, modified or withheld at any time when, in the judgment of the Northland Foundation, such action is necessary to comply with requirements of the law.

Name of Organization or Fiscal Agent

Authorized by Organization
(Administrator, Officer, Board Chair, Superintendent)

Date

Project # 13-10437



Lloyd K. Johnson

FOUNDATION

May 1, 2013

Duluth Public Schools, ISD #709
William Gronseth, Superintendent
215 North 1st Avenue East
Duluth, MN 55802

Dear William:

The Board of the Lloyd K. Johnson Foundation is pleased to inform you that a grant to Duluth Public Schools ISD 709 in the amount of \$1,999 has been approved to support Achievement Gap Training Support.

In order to receive the grant funding, please review and sign the attached agreement and return the signed agreement to the: Lloyd K. Johnson Foundation 130 West Superior Street, Suite 520, Duluth, MN 55802. A check will be mailed to your organization shortly after we receive the signed grant agreement.

Please note that these grant funds must be used substantially in accordance with the budget included with your grant application and that no substantial changes in the budget or the grant period may be made without prior written approval from the Foundation. Any funds not used for the purposes stated in the approved grant application or any unspent funds must be returned to the Foundation.

A conditions of the grant agreement is that you submit a Final Report to the Foundation which includes a narrative of the progress made towards the goals described in the grant application as well as a final report of expenditures made from grant funds. The Final Report format is enclosed and is also available to download from our website (www.lloydkjohnsonfoundation.org).

We request that in any publicity given this grant, acknowledgement be made that the funds were received from the Lloyd K. Johnson Foundation. Please enclose copies of any publicity with your Final Report.

Congratulations on receiving funding from the Lloyd K. Johnson Foundation! If you have any additional questions, please feel free to contact me at 218.726.9000.

Sincerely,



Joan Gardner-Goodno
Executive Director
Lloyd K. Johnson Foundation
218.726.9000
jgardner@lloydkjohnsonfoundation.org

cc: Ron Hagland
Alanna Oswald

EXECUTIVE DIRECTOR
Joan E. Gardner-Goodno

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Lloyd K. Johnson Foundation
~Grant Agreement~

ORGANIZATION: Duluth Public Schools, ISD #709

AMOUNT: \$1,999

PURPOSE: Project Support - Achievement Gap Training Support

GRANT PERIOD: June 2013 - December 2013

1. Use of Grant Funds: You may use grants funds only as described in the approved grant application. Any significant deviation from the approved itemized budget must be approved by the Foundation prior to expenditure. Any unspent funds must be returned to the Foundation.
2. Payment of Grant Funds: The grant funds will be paid by the Foundation after receipt of the signed grant agreement according to the following schedule of payment(s): **One payment of \$1,999.**
3. Certification and Maintenance of Exempt Organization Status: You certify that you have been determined by the Internal Revenue Service to be a tax-exempt organization under Section 501 (c)(3) of the Code, and "not a private foundation", within the meaning of Code Section 509 (a), or in the absence of such a determination, that you are a state or any political subdivision thereof within the meaning of Code Section 170 (c)(1) (referred to hereafter as a "Public Charity"). You will immediately inform the Foundation of any change in or challenge to your status as a Public Charity. Furthermore, you hereby affirm that this grant will not cause you to fail to qualify as a Public Charity. You will comply with the provisions of the Code and the regulation applicable to you where such violation materially affects your ability to carry out the goals of the grant.
4. Interim Reports: In addition to a Final Report, the Foundation may require an Interim Report(s) regarding expenditures, records and progress of the grant project. Failure to provide an Interim Report indicating satisfactory progress towards defined grant outcomes may result in the Foundation withholding payment(s) until interim goals have been achieved.
5. Final Report: On or before **February 28, 2014** you will make a final report to the Foundation with respect to all expenditures made from such grant funds (including salaries, travel and supplies) and indicate the progress made towards the goals of the grant.
6. Records: You will maintain your books and records in such a manner that the receipts and expenditures of the grant funds will be shown separately on such books and records in an easily checked form. You will keep records of receipts and expenditures of grant funds as well as copies of the reports submitted to the Foundation and supporting documentation for at least four (4) years after the completion of the use of the grant funds, and will make such books, records and supporting documentation available to the

Lloyd K. Johnson Foundation

~Final Report~

The Lloyd K. Johnson Foundation is pleased to have made a grant to your organization. Final Report information is valuable in helping the Foundation learn about the effectiveness of its grantmaking and to guide future funding activities. We ask for your honest, critical attention in completing this final report. We are interested in what contributed to the success of your project, as well as reasons that made other goals more difficult or impossible to achieve.

On behalf of the Lloyd K. Johnson Foundation - Thank you for your service to the community.

Grantee: Duluth Public Schools, ISD #709

Amount of Grant: \$ 1,999

Date Grant was Authorized: April 26, 2013

Final Report Due Date: February 28, 2014

Purpose of Grant: _____

✓ *Please limit your report to three pages or less*

Report of Grant Activities:

1. What measurable outcomes did the project make for your organization and /or those served by the project? (Please refer to the outcomes identified in your application)
2. Describe any unanticipated benefits or problems you have encountered with this project.
3. If the grant was for an on-going program or activity, how will funding be secured for continuation?
4. Did this grant assist your organization in obtaining funds from other sources?
5. If you were to undertake this project again, would you do anything differently? If yes, please explain.
6. How were the funds from this grant used? Please provide a final project budget listing income and expenditures. If the entire grant has not been expended, please contact the Foundation.
7. If applicable, please provide a success story for the project.

Mail your Final Report to:
Lloyd K. Johnson Foundation
130 West Superior Street, Suite 520
Duluth, MN 55802

Email your Final Report to: jgardner@lloydjohnsonfoundation.org



May 21, 2013

Project # 13-10440

John Bushey
Duluth Public Schools, ISD #709
215 N 1st Avenue East
Duluth, MN 55802

Dear Mr. John Bushey:

I am pleased to inform you that the Northland Foundation has reviewed your proposal for the **Wolf Ridge Environmental Learning Experience** and has approved a grant of **\$500.00** for the period (06/01/2013 to 08/31/2013) to **Duluth Public Schools, ISD #709**. If the timeline for your project is different than what is identified above, please notify us and your reporting date will be adjusted.

The Agreement of Grantee is attached for your review. If you agree with the conditions presented, please have it signed by the authorized official.

The Northland Foundation has implemented an Electronic Funds Transfer process (electronic checks) for grant payments. Enclosed is an ACH Credit Authorization Agreement form to be completed with the grantee organization or fiscal agent organization bank account information.

Please return the signed Agreement of Grantee and ACH Credit Authorization forms immediately to the Northland Foundation via email (scanned copies), fax (218-723-4048), or USPS (hard copies) in order for our accounting department to release your payment from Republic Bank.

The Northland Foundation will issue a single payment for this grant. If all of the grant conditions are met, this payment will be distributed in the sum of **\$500.00 on 07/01/2013**.

The Northland Foundation will be making public news releases through the regional media regarding all of the grants awarded. Please utilize your community media resources to announce receipt of these funds to your project. The Northland Foundation would appreciate being acknowledged as a source of support in all news releases initiated by you. Please provide us with copies of any press coverage and photographs received by your project, as well as any media releases and program materials you produce. These will be added to your file and may be utilized by the Northland Foundation in our public information efforts.

As you will note, one of the conditions of the Agreement of Grantee is the submission of a final report on the activities, outcomes, and financial expenditures of your project. We will expect this report from you by: **09/30/2013**.

Please provide us sufficient narrative to describe the activities and impact of your project. For your convenience, you may access the report form through the Grantee Portal. If you do not have access to the Portal, the reporting form for grants "\$5,000 and Under" is available on-line at www.northlandfdn.org/Grants/ReportingForms. The completed report can be submitted electronically to carole@northlandfdn.org.

On behalf of the Northland Foundation, I would like to extend sincere congratulations to you and your organization. Please call Carole Saylor, Grants Manager if you have any questions. I look forward to learning about the progress and success of your project.

Sincerely,

Thomas S. Renier
President

Attachments
cc: Carole Saylor





AGREEMENT OF GRANTEE

As a condition of a total grant of **\$500.00** from the Northland Foundation to **Duluth Public Schools, ISD #709** in support of the ***Wolf Ridge Environmental Learning Experience*** request, the undersigned agrees:

1. To use the funds only for the designated purpose as described in the grant notification letter dated 05/17/2013 and to notify the Northland Foundation of and obtain its consent to any substantial deviations from said grant application.
2. To maintain its books and records to show, and separately account for, the funds received under this grant, and to maintain records of expenditures adequate to identify the purposes for which grant funds have been expended.
3. To permit the Northland Foundation, at its request, to have complete access to the grantee's files and records for the purpose of making such financial audits, verifications, and investigations as it deems necessary concerning the grant, and to maintain such files and records for a period of at least four years after completion or termination of the project.
4. To repay to the Northland Foundation any portion of the grant which is not used for the purposes specified herein or in the grant application.
5. To not use the funds for any purpose prohibited by law, and to immediately notify the Northland Foundation of any lawsuit or any proceedings before any federal, state, or local administrative agency, which may be initiated against it.
6. To submit progress reports to the Northland Foundation, detailing activities and progress in accomplishing the objectives of the project, as well as all expenditures made in administration of the grant, as requested by the Northland Foundation staff.
7. Upon completion of the period for which funds were granted, to submit a detailed final report of the activities carried out under the grant, a final expenditures report, and an evaluation of what has been accomplished by the project.
8. That the total amount of this grant, or any payment thereof, may be discontinued, modified or withheld at any time when, in the judgment of the Northland Foundation, such action is necessary to comply with requirements of the law.

Name of Organization or Fiscal Agent

Authorized by Organization
(Administrator, Officer, Board Chair, Superintendent)

Date

Project # 13-10440



Building a Strong Foundation for the Future of Our Region

610 Sellwood Building ■ 202 West Superior St., Duluth, MN 55802
p. 218.723.4040 ■ 800.433.4045 ■ f. 218.723.4048 ■ www.northlandfdn.org