



April 14, 2021

Dr. David Russo  
Assistant Superintendent for Curriculum and Instruction  
Lincoln Hall Middle School  
6950 N. East Prairie Road  
Lincolnwood, IL 60712

Re: **Request ID: 8146**  
K-12 1 kW Educational PV System

Dear Dr. Russo:

The Illinois Clean Energy Community Foundation (“the Foundation”) is awarding a grant of up to \$6,400 to the Lincolnwood School District 74 (“the Grantee”) for the above-referenced project.

This letter defines the terms and conditions of the grant and constitutes the grant agreement (“the Agreement”) between the Foundation and the Grantee. Please read it carefully. ***If the Grantee agrees to the terms and conditions in the Agreement, please return one complete and initialed counter-signed copy of the Agreement no later than one month from today. Failure to do so may result in the termination of your grant.*** Contact the Foundation if you have any questions.

#### Duration and Payment of Grant

This grant is to be used during the period May 1, 2021 through April 30, 2022 (the “Grant Period”). The grant will be paid by the Foundation upon:

- a) Receipt and approval of the **Site Location Approval Form** prior to installation;
- b) receipt and acceptance of the **Interim Report** six months after the start of the grant period;
- c) successful installation and operation of the photovoltaic system and activation of the online data feed; and
- d) receipt and acceptance of the **Project Completion Report**.

According to Foundation guidelines, you are eligible to receive up to \$6,400 or 90% of the total project cost, *whichever is less*. Work under the grant must be completed and the installation operational by the end of the grant period.

The Foundation reserves the right to suspend, modify, or cancel any payments that might otherwise be due under this grant, to require a refund of any unexpended grant funds, or both, if:

1. such action is necessary to comply with any applicable law or regulation;
2. the Grantee has used the grant funds for purposes other than as described in the Agreement or otherwise violated any part of the Agreement;
3. the Grantee's performance under the grant has not been satisfactory; and/or
4. the installation and/or data generated by the installation are not maintained or made publicly available.

The Foundation's judgment on these matters will be final and binding.

#### Purpose and Use of Grant

This grant is for the installation of a single 1 kW photovoltaic (PV) system at Lincolnwood School District 74 (the "Project") as described in the Project proposal submitted to the Foundation by the Grantee on January 29, 2021.

As integral components of the Project, the Grantee agrees to the following over the life of the equipment:

1. Implement online monitoring of real-time data on the PV system's electricity generation via [www.IllinoisSolarSchools.org](http://www.IllinoisSolarSchools.org) and maintain the internet connection in working order.
2. Maintain the PV system and its components in working order. To this end the Grantee agrees to set aside at least \$150.00 per year. **Costs associated with equipment maintenance, repair, replacement, moving the PV system due to roof repairs, etc. are the responsibility of the Grantee.**
3. Teach about solar energy in the classroom beginning with the 2021-2022 school year and educate the community about the benefits of solar energy. This should include an event such as a "Solarbration" to make community members aware of the presence and operation of the PV system.

The Grantee agrees to retire any environmental attributes, commonly also known as green tags or renewable energy credits, associated with the electricity generated by the PV system, so that the environmental benefits may only be reported by the Grantee.

The Grantee confirms that this grant will be used solely for the specific tax-exempt purposes described in the Project proposal and budget and no substantial variance will be made without the Foundation's prior written approval.

The Grantee also confirms that the Project is under its complete control and that it has and will exercise control over the process of selecting any vendors, contractors or consultants involved

in the Project. The Grantee and the Foundation are not partners or joint venturers with respect to each other.

Furthermore, the Grantee agrees that funds from this grant will be used exclusively for tax exempt purposes as described in Section 501(c) (3) of the Internal Revenue Code and will not be used for any activities prohibited by law, including, without limitation, attempting to influence legislation or participating in any political campaign on behalf of any candidate for public office. The Grantee agrees that it and its employees, agents and sub-contractors will comply with all applicable federal, state, county, and local laws, ordinances, regulations, and codes in the performance of the Grantee's obligations under this Agreement.

### Reporting Requirements

#### **Site Location Approval**

The Grantee agrees that the PV system will be visible to students, unshaded by any building, tree or other landscaping features, and will stream data to the Illinois Solar and Wind Schools website, and that the entire system is used inside at least one classroom.

Prior to installation, the Grantee must obtain all required signatures for the **Site Location Approval Form**. The Grantee will then submit the form, along with photos of the final installation location, to the Foundation and obtain approval to proceed. Until the Site Location Approval Form is approved by the Foundation, the Grantee will not begin the installation process. **Failure to submit the Site Location Approval Form to the Foundation or proceeding without approval of the installation site may result in the grant being terminated.**

#### **Interim Project Report**

The Foundation requires the Grantee to submit an **Interim Project Report 6 months after the start of the grant period**. The report should provide a description of the project's status and indicate if the project is expected to be completed within the grant period.

#### **Project Completion Report**

The Foundation requires the Grantee to ensure that equipment information and real-time generation data are available at [www.IllinoisSolarSchools.org](http://www.IllinoisSolarSchools.org), and to submit a Project Completion Report on this grant **no later than 2 months after the end of the Grant Period**. The report should cover the entire Grant Period and contain:

- (a) a detailed summary of the overall Project including installation experience, challenges, and successes using the **Final Report Form**;
- (b) copies of energy related curriculum, lesson plans or materials demonstrating integration of the PV system into such curricula;

- (c) evidence of Project completion, photos of the installation, and a copy of an **Interconnection Agreement** with Commonwealth Edison, Ameren Illinois Utilities, or other electricity provider;
- (d) a summary of Project expenditures using the **Final Project Expenditures Form** showing the actual expenditures against the original approved Project budget and listing all grant, loan and/or other funds received by the Grantee for the Project. This summary must be supported by clearly labeled invoice(s), proof(s) of payment(s), other documents showing the source of additional funds; and
- (e) copies of invoices and cancelled checks supporting Project expenditures.

#### Publicity

The Foundation believes it is important that many organizations and individuals in Illinois learn about the Project and the ways it benefits the public. Accordingly, the Foundation strongly encourages the Grantee to publicize the receipt of this grant and the results of the Project.

The Grantee agrees to share with the Foundation a draft of any press release or public announcement of the grant prior to distributing the release or announcement and to provide the Foundation with access to resulting media coverage.

The Grantee also agrees to allow the Foundation to publicize the Grantee as a grant recipient and to use the name and description of the Project and photographs or other audiovisual representations of subjects related to the Project.

#### Maintenance of Records and Evaluation

The Grantee is responsible for maintaining adequate financial records regarding use of the grant funds, consistent with generally accepted accounting principles.

The Grantee agrees to cooperate fully in any evaluation of this grant and/or the Project that the Foundation may conduct. Such an evaluation may include a visit from Foundation staff or consultants, interviews with Project participants, a review of financial and other records about the Project maintained by the Grantee and/or similar investigative activities.

#### Confirmation of Tax-Exempt Status and Good Standing

The Grantee confirms that it is currently a unit of government or a nonprofit organization exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code and is not a private foundation under Section 509(a) of the Internal Revenue Code.

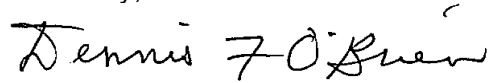
The Grantee further confirms that it is currently in good standing with appropriate state government agencies. If requested by the Foundation, the Grantee agrees to provide written evidence of its good standing.

If there is any change in the Grantee's tax exempt status or good standing during this grant, the Grantee agrees to immediately notify the Foundation of that change.

Acceptance of Terms and Conditions of Agreement

If the Grantee agrees to the terms and conditions in the Agreement, please return to the Foundation one complete copy of this letter signed by an authorized representative of the Grantee in the space provided below. For future reference, please retain a copy of the Agreement in your files. This grant award may be withdrawn if the Foundation has not received a counter-signed copy of the Agreement within one month from the date of this letter.

Sincerely,



Dennis F. O'Brien  
Executive Director

The Grantee acknowledges that relevant organization executives and Project personnel have read and understand the Agreement, that its terms and conditions are acceptable to the Grantee, and that the Grantee will comply with those terms and conditions.

Grantee \_\_\_\_\_  
*(This must be the legal name of the organization accepting the grant and it must have federal tax-exempt status.)*

Name of Authorized Signer for the Grantee \_\_\_\_\_

Title of Signer \_\_\_\_\_

Authorized Signature \_\_\_\_\_  
*(This must be an original signature of an authorized representative of the Grantee, such as a Principal, Superintendent, or Board of Education member)*

Date Signed \_\_\_\_\_