

July 23, 2018

Project # 18-18129

Jennifer Jaros  
Duluth Early Childhood Family Education  
Barnes Early Childhood Center  
2102 N. Blackman Ave.  
Duluth, Minnesota 55811

Dear Mrs. Jennifer Jaros:

I am pleased to inform you that the Northland Foundation has reviewed your proposal for the **First Year Program** and has approved a grant of **\$5,000.00** for the period (09/01/2018 to 06/30/2019) to **Duluth Early Childhood Family Education**.

The Agreement of Grantee is attached to this letter. Please read the agreement in its entirety and make special note of all the provisions and procedures indicated. **By accepting this grant, you are affirming that your organization agrees to the terms and conditions outlined in the Grant Agreement. (Please note that the Northland Foundation no longer requires this form to be signed and returned.)**

The Northland Foundation uses an Electronic Funds Transfer process for grant payments. Please complete and return the attached **ACH Credit Authorization form** with the grantee organization or fiscal agent organization bank account information where you would like the grant funds deposited.

Grant payments are made during the first full week of each month. **In order for our Accounting Department to release your payment**, please return the completed ACH Authorization form **no later than the 25<sup>th</sup> of the month before** your payment is scheduled. We accept forms via email (scanned copies), fax (218-723-4048), or USPS (hard copies).

The Northland Foundation will issue a single payment for this grant. This payment will be distributed in the sum of **\$5,000.00 on or around 09/01/2018**.

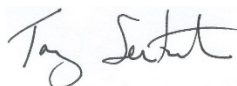
The Northland Foundation will be making public news releases through the regional media regarding all of the grants awarded. Please utilize your community media resources to announce receipt of these funds to your project. The Northland Foundation would appreciate being acknowledged as a source of support 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. 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. We will expect this report from you by: **07/31/2019**.

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

Sincerely,



Tony Sertich  
President

Attachments  
cc: Carol Chipman