

September 28, 2016

Project # 16-17104

Tom Albright  
Duluth Public Schools - ISD #709  
215 N 1st Avenue East  
Duluth MN 55802

Dear Mr. Tom Albright:

I am pleased to inform you that the Northland Foundation has reviewed your proposal for the **AmeriCorps Support and Training** and voted to approve a grant for **\$15,000.00** for the period (09/01/2016 to 08/31/2017) to **Duluth Public Schools - ISD #709**.

**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 implement a multiple payment schedule for this grant. If all of the grant conditions are met, these payments will be distributed in sums of **\$7,500.00 on 11/01/2016 and \$7,500.00 on 04/01/2017**.

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 reports on the progress, outcomes, and financial activity of your project. These project reports are scheduled as indicated: **03/01/2017 for the Progress Report, and 09/30/2017 for the Final Report**. Please provide us sufficient narrative to describe the progress and impact of your project. For your convenience, the reporting forms are available on the grantee portal.

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

