



January 29, 2013

Project # 13-10280

Peter Spooner
Unity High School - ISD #709
215 North 1st Avenue East
Duluth, MN 55802

Dear Peter Spooner:

I am pleased to inform you that the Northland Foundation's *KIDS PLUS Youth in Philanthropy Board* has reviewed your proposal for the **Healthier Futures** and has approved a grant of **\$300.00** for the period (01/01/2013 to 07/31/2013) to **Unity High School - 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. Your grant was made with funding support from Minnesota Power. Please take a few minutes to send a special "thank-you" to Peggy Hanson, Community Relations Coordinator, Minnesota Power, 30 West Superior Street, Duluth, MN 55802.

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 full payment schedule for this grant. If all of the grant conditions are met, this payment will be distributed in the sum of **\$300.00 on 03/01/2013**.

The Northland Foundation will be making public news releases through the regional media regarding all of the *KIDS PLUS Youth in Philanthropy* grant awards. Please utilize your community media resources to announce receipt of these funds to your project. The Northland Foundation and Minnesota Power 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: **08/31/2013**. Please provide us sufficient narrative to describe the activities and impact of your project. For your convenience, the reporting form 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
Carol Chipman



AGREEMENT OF GRANTEE

As a condition of a total grant of **\$300.00** from the Northland Foundation's *KIDS PLUS Youth in Philanthropy Board* to **Unity High School - ISD #709** in support of the *Healthier Futures* request, the undersigned agrees:

1. To use the funds only for the designated purpose as described in the grant notification letter dated 01/28/2013 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 # 13-10280





ACH Credit Authorization Agreement for automatic deposits

GRANT # 13-10280

Please complete and return to the Northland Foundation

Contact Name

Contact email address

Organization Name (Grantee)

Contact Phone Number

Fiscal Agent Name/Contact Name/Phone Number (if acting as fiscal agent for Grantee)

Financial Institution

Account Name

Financial Institution - Street Address

Financial Institution - City/State/Zip

Bank Routing Number

Account Number at Financial Institution



Savings Account



Checking Account

I authorize Northland Foundation and the financial institution listed above to initiate electronic monthly payment credit entries, and if necessary, debit entries for adjustments to any credit entries in error to above named account. We will contact you before any adjusting entries are made. This authority will remain in effect until I have cancelled it in writing or for the duration of the Grant.

Authorized Signature / Title

Date

Please attach voided check here:

Northland Foundation
202 W. Superior St. #610
Duluth, MN 55802
(218)723-4040
Fax: (218)723-4048
1-800-433-4045
www.northlandfdn.org

