

ANC 5C Grant Agreement

The grant application submitted by _____ (Organization)
for _____ (Project name)
has been reviewed and approved by ANC 5C in the amount of \$ _____ on _____
(Date). Funds will be distributed by the Treasurer within 15 days. By signing below, grantee agrees to
the following terms:

- 1) Within 60 days of receipt of funding grantee must provide ANC 5C with the following:
 - a. Final Report: A 250 to 750 word evaluation to describe how well the project met its stated goals; what obstacles were encountered during the project, and how they were overcome; and the lasting impact of the project, including the public benefit derived from the grant funds. Include survey data, photos, videos, digital media, or any other tool that was used to promote and document your project.
 - b. Itemized receipts covering the entire cost of the grant that are clearly labeled to correlate with the budget items described in the application.
 - c. Refund via a check if all funds disbursed by the ANC were not spent.
- 2) Should the grantee need an extension to file the report, the grantee must submit a request for extension in writing via email fifteen days prior to the 60 day expiration date. The Grants Committee and/or the Commission will review the request and approve or deny the request within 10 days of the receipt of request. The Grants Committee/Commission will allow up to 60 days for an extension.
- 3) The Grantee agrees to allow ANC 5C to conduct the following promotion activities:
 - a. Publicity: The ANC may make and distribute written materials, films, videotapes, photographs, sound recordings, and/or other audiovisual materials of the activities funded under this Grant Agreement. Such materials produced by the Grantee or the ANC pursuant to this authorization shall not be used for purposes other than information dissemination, including but not limited to the ANC's website, documentation of the Program, and in non-commercial publications. By signing this agreement, the Grantee provides the ANC with permission to use such material for any legitimate purpose.
 - b. Publications and Media Releases: The ANC shall be prominently acknowledged in all publications, videos, and/or other information or media products funded or partially funded through this award. The product(s) shall state that the views expressed by the author(s) do not necessarily reflect those of the ANC. Acknowledgments should identify ANC 5C as follows:

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"This [please specify what was made possible with ANC 5C grant funding, e.g., project, event, publication, video or other] was made possible through grant support from ANC.

The opinions expressed herein are those of the author(s) and do not necessarily reflect the views of the District of Columbia's ANC 5C."

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Please Note: Failure to comply with the requirements set forth in this Grant Agreement within a timely manner will result in ANC 5C losing future allotments equal to the amount of the funds disbursed to your organization. Additionally, grantee may not be considered for future grants from ANC5C and the ANC may request assistance from the District of Columbia Office of the Attorney General to recover the awarded funds.

Grantee
Signature _____ **Date** _____

For Official Use:	
Treasurer's Signature	_____
Check #	_____
Grant Approval Date:	_____ Amount Awarded: _____