



COMMUNITY
FOUNDATION
OF BROWARD

For Good. For Ever.

GRANT AGREEMENT

Between the
COMMUNITY FOUNDATION OF BROWARD
910 East Las Olas Boulevard, Suite 200
Fort Lauderdale, FL 33301
954-761-9503

and

Grantee: **Broward County Animal Care and Adoption Section**
Address: 2400 SW 42 Street
Fort Lauderdale, FL 33312
Contact: Alessandra Medri

TERMS AND CONDITIONS OF GRANT

The following terms and conditions must be met by the above named Grantee ("Grantee") in order to receive the grant that has been awarded. If and when the Grantee fails to meet any of these terms and conditions, the Community Foundation of Broward ("Foundation") may withdraw its award and terminate the Grant Agreement ("Agreement") and shall thereupon have no further obligation to disburse to Grantee any remaining unpaid grant funds, and may further require repayment of any grant funds which were not used in accordance with the terms of this Agreement.

I. Grant Purpose

To support the "Purr-fect Foster Program" program, as outlined in the proposal. 200 basic needs kits will be distributed to foster home volunteers caring for newborn kittens. The kits will include food, litter, formula, bottles, bowls, and litter pans designed to last 4-6 weeks. The foster volunteers care for the kittens in their homes while awaiting adoption. The project will place a minimum of 300 spayed or neutered kittens in healthy, safe and new forever homes.

II. General Terms

Name of Project: **Purr-fect Foster Program**
Grant Number: **20160686**
Grant Amount: **\$20,000**
Grant Period: **July 1, 2017 – June 30, 2018**
Payment Schedule: **July 15, 2017** **Pending executed agreement**
December 15, 2017 **Pending mid-year report**

Outcome 1: *Impact the physical and psychological well-being of animals in ways that help them live free from harm, abuse, and neglect in healthy and safe environments.*

Measurements:

- 200 basic needs kits will be distributed to foster home volunteers
- A minimum of 300 kittens will be spayed/neutered and adopted

III. Budget and Use of Funds

Funds must be used, by the Grantee, strictly in accordance with the terms of this Agreement, including the grant purpose set forth in paragraph I and the final budget on which the grant was based. Any changes must be submitted in writing to the Foundation and be approved by the Foundation.

IV. Reversion of Funds

All funds not expended for the purposes agreed to by the Grantee and the Foundation must be returned to the Foundation.

V. Records Maintenance and Review/ Reports

Grantee must maintain files and records on the project funded and allow Foundation staff reasonable access for the purpose of verifying procedures and operations and financial audits and investigations as deemed necessary concerning the grant. Records must be maintained that identify the purpose for which grant funds have been expended based on project budget submitted. The appropriate Grantee's personnel must be available for discussion on such matters. Maintenance of files and records should be for a period of at least three years after completion or termination of the project.

The Grantee agrees to submit to the Foundation reports as follows:

Requirement	Due Date	Payment Date	Payment Amount
Signed agreement	July15, 2017	Upon Receipt	\$10,000
Mid-year report	December 1, 2017	December 15, 2017	\$10,000
Final report	June 30, 2018	No Payment	N/A

The Grantee agrees to submit to the Foundation reports using the fillable forms shared with grantee 30 days prior to the deadline and email completed reports with required backup to reports@cfbroward.org. Reports should include narrative information and financial accounting of the expenditure of these grant funds that demonstrate that they were used for the purpose for which the grant is made.

You must also provide high resolution photos (*min. 800KB for jpeg or resolution at 300 dpi*) and/or videos of your program in action with model releases and allow the Foundation to use them and information about your project in as part of our publicity efforts.

VI. Evaluation/ Site Visits

In order to assess the effectiveness of our grants, the Foundation may conduct an evaluation of the program funded by this grant, which may include written and/or verbal evaluation by the Foundation or a third party authorized by the Foundation.

Scheduled and unannounced site visits may occur by representatives of the Foundation to observe the Grantees program.

Additionally, we would like to be informed when special events are occurring throughout the year so we may have the opportunity to share your organization and programs with our staff, Board members and Donors. This could range from observing a project we funded or other notable programs you implement that would be interesting to showcase.

VII. Publicity

In acknowledgement of the Foundation's support of this program, grantee shall provide the Foundation with appropriate publicity and recognition. **All related promotional materials and communications must be submitted for approval no later than three (3) business days prior to print and distribution to marketing@cfbroward.org.** This includes print and digital media such as press releases, signage, invitations, announcements, programs, feature stories, materials produced as part of your grant, and other public information for internal and external use. Please follow the communication guidelines available on our website at cfbroward.org/guidelines. This grant was made possible by the following Fund(s) and should be attributed appropriately in all communications, as listed below (list all):

**This has been made possible by support from the following
Community Foundation of Broward Funds:**

Rose Fridek Fund, Francis and Bessie McDwyer Fund and Helen Victoria Foote Fund

The Fund(s) should be recognized exactly as it is listed above. We ask that you submit copies of all such publicity with your project reports. Any statement about Foundation policy or staff should be cleared in advance with the Foundation.

VIII. Special Conditions

None at this time.

IX. Miscellaneous

The Grantee agrees to continue to maintain its eligibility for this grant during the entire grant period. This includes, but is not limited to, maintaining its legal status as an organization qualified under 501 (c)(3) of the Internal Revenue Code and maintaining its principal place of operation and/or providing services according to grant purpose in Section I in Broward County, Florida. If any change occurs in grantee's status, or in key staff responsible for this grant, or in the grantee's ability to execute this grant as approved, the Foundation must be notified immediately. The Foundation is pleased to provide the grant encompassed by this agreement but cannot accept legal responsibility for the project.

To that extent authorized by Florida Statutes section 768.28, Grantee agrees to be fully responsible for the negligent acts or omissions of its employees in the course and scope of their employment which result in claims or suits against the other party. Nothing herein is intended to serve as a waiver of sovereign immunity by any part to which sovereign immunity may be applicable nor shall anything included herein be construed as consent to be sued by third parties in any matter arising out of this Agreement or any other Agreement.

The Board and staff of the Community Foundation of Broward are pleased to make this grant to your organization. Please sign and return the Agreement as evidence of your understanding of and agreement with the terms outlined. Return completed document to the Community Foundation of Broward, 910 E. Las Olas Boulevard, Suite 200, Fort Lauderdale, FL 33301.

By: *Linda B. Carter*
Linda B. Carter, President/CEO
Community Foundation of Broward, Inc.

7/5/17
Date

**BROWARD COUNTY, by and through its
County Administrator**

By: *Bertha*
2017, Revere

26 day of day of June, 2017

Reviewed and approved as to form:
Joni Armstrong Coffey, County Attorney

By: *Maite Azcoitia* 6/7/17
Maite Azcoitia, Deputy County Attorney

