



Date 05/18/2017

Douglas Elementary School  
1101 Prospect Street  
Watertown, WI 53098

Dear Emily Lessner:

Congratulations! The Greater Watertown Community Health Foundation (the "Foundation") is pleased to inform you that we have approved a Changemaker Health Grant in the amount of \$94,155.00 for Active Recess for Watertown Unified School District's Elementary Students - WUSD/Playworks (the "Project") to be used for the Project no later than 06/07/2018 ("Project End Date").

This Grant Award Letter is a legally binding agreement ("Agreement") between your organization, as the "Grantee", and the Foundation. It will be effective upon the Foundation's receipt of this Agreement, signed by an authorized representative of your organization.

Once the Foundation receives the signed Agreement, a check for the grant will be sent to the address listed above via certified mail.

#### TERMS AND CONDITIONS

1. The grant funds are to be used solely for Project as described in the grant proposal and must be used by used in full by the Project End Date.
2. The Grantee can request a one-time, no-cost extension (no more than 6 months) of the Project End Date. As the phrase "no cost" suggests, there is no additional funding related to the extension.
3. Grantee shall repay to the Foundation any portion of the grant funds which are not spent for Grantee's charitable purposes as outlined in the grant proposal or not used by the Project End Date.
4. Grantee shall not use any portion of the grant funds in a manner inconsistent with the Internal Revenue Code ("IRC") section 501(c)(3), or otherwise contrary to law.
5. The Grantee will notify the Foundation immediately if the proposed project is canceled, at which time the grant funds must be returned to the Foundation.
6. Grantee will furnish the Foundation with any information concerning a change or a proposed change in Grantee's tax exempt status.
7. Grantee will notify the Foundation with any major change in organization personnel.
8. The Foundation requests your organization acknowledge that funds were received from the Greater Watertown Community Health Foundation in any publications, press releases, social media and other forms of written and verbal communication about the grant-funded program. Grantee may use the Foundation's logo for such purposes. Contact Andi Merfeld, Office and Grants Coordinator, to obtain an electronic logo file. All press releases must be approved by the Foundation prior to release. In addition, we

request that the Grantee provide the Foundation with electronic versions of any publications.

9. If appropriate, the Foundation will provide you with removable signs or decals that acknowledge the Foundation during a grand opening or initial roll-out of the funded project. The Foundation does not authorize Grantee to erect any permanent signs or plaques containing the Foundation's name or logo.
10. It is the Foundation's intent that all grant funds be dedicated to accomplishing their charitable purpose. Accordingly, Grantee agrees to not gift the Foundation, its Board members, committee members or staff with certificates, plaques, or other mementos.
11. The Foundation will contact the Grantee approximately mid-way through the time from issuance of the grant and the Project End Date for a progress update or site visit. The Foundation reserves the right to contact the Grantee and/or do a site visit as frequently as the Foundation deems appropriate.
12. Within thirty (30) days of the Project End Date, the Grantee will provide the Foundation with a completed Changemaker Health Grant Evaluation form including a review of actual expenses, outputs and outcomes. Failure to return the completed report(s) will negatively impact the organization's probability of future funding.
13. In accepting this grant, Grantee acknowledges that the Foundation will report this grant in tax filings, reports to community via press release and other written and verbal communications to community stakeholders. If Grantee is able to make them available, the Foundation will also share photos of the granted project as applicable. Grantee will reasonably cooperate with any efforts of the Foundation to publicize the grant.
14. Grantee agrees it will satisfy all additional terms and conditions specified in any addendum to this letter (not all Grant Award Letters include an additional addendum).

On behalf of the Board of Directors of the Greater Watertown Community Health Foundation, we look forward to partnering with you to support the important work Douglas Elementary School is leading in our community.

Thank you,

Tina Crave  
President & CEO  
Greater Watertown Community Health Foundation

Accepted by:

Douglas Elementary School

Name:  (Emily Lessner) Title: Principal

Date: 5/24/17