

Terms Of Grant

This grant is made by Upakriti to the following organization (“*Grantee*”) in order to support Grantee's project ("*Grant Project*"):

Grantee:

Grant Project:

Address:

Phone:

Email:

This grant is made subject to the following terms and conditions:

1. This grant is earmarked for the Grant Project identified above, as described in Grantee's funding proposal and related correspondence and Grantee agrees that this grant will be expended for the explicit purposes described in such proposal. The grant funds are not to be transferred, either partially or in their entirety, to any other entity or person. Any earnings accruing from these grant funds should be credited to the support of the activity being funded and added to the balance of the account.
2. Grantee agrees to inform Upakriti immediately in writing if there is a material change to the Grantee, including but not limited to the character, the purpose, the structure, or the method of operation of the organization. In the event of such a material change before all grant funds have been spent, Upakriti reserves the right to consider this agreement null and void and to request the return of any remaining funds.

Signature

3. If the Grantee organization is based in the United States of America, it certifies that it is an organization that is tax-exempt under section 501(c)(3) of the Internal Revenue Code and is not a private foundation under Internal Revenue Code section 509(a). Grantee agrees to inform Upakriti immediately in writing if (a) there is any change in Grantee's tax-exempt status, or (b) there is any reason to believe that its tax-exempt status may be revoked or altered. In the event that Grantee loses its tax-exempt status before all grant funds have been spent, this agreement will be considered null and void and any remaining funds will be returned to Upakriti.
4. Grantee agrees to expend the grant funds as specifically itemized in the budget submitted with the proposal. No substantial changes in the budget may be made without prior written approval from Upakriti. Grantee also agrees that any funds not used for the purposes described in Grantee's proposal will revert to Upakriti.
5. Grantee agrees grant funds will not be used for inherently religious activities, including but not limited to worship, religious instruction, or proselytization. If Grantee engages in such activities, Grantee agrees that those activities will be offered separately, in time or location, from the programs or services funded with the grant funds. Any participation in such activities by beneficiaries of the grant-funded programs or services must be voluntary, and must be clearly understood to be voluntary. Grantee further agrees that it will not discriminate against a program beneficiary or prospective program beneficiary on the basis of religion or religious belief.
6. Grantee certifies that it does not employ or deal with any entities or individuals known to the Grantee to support terrorism.
7. Grantee agrees to undertake reasonable steps to ensure that funds provided by Upakriti are not ultimately distributed to terrorist organizations. Periodically, Grantee will apprise the Upakriti of the steps it has taken to meet this goal.
8. Grantee agrees to submit the following reports:
 - a) Interim Report. Within 30 days of a request, Grantee shall submit to Upakriti a full and complete report in writing regarding the use of the grant funds, compliance with the terms of the grant, and the progress made toward achieving the goals of the grant. Interim reports are due every quarter unless other arrangements have been made with Upakriti.

Signature

- b) Final Report. Within 60 days of a request, Grantee shall submit a final report with respect to all expenditures made from such grant funds and indicating the progress made toward the goals of the grant.
- c) Other Reports. In addition to the interim report and the final report, Grantee agrees to also submit other reports that Upakriti may reasonably request. Grantee also agrees to make its personnel available to confer with Upakriti representatives at the reasonable request of Upakriti regarding expenditures, records, and progress of the Grant Project.
9. Grantee agrees to maintain adequate supporting records consistent with generally accepted accounting procedures. Grantee also agrees to maintain its books and records in such a manner that the receipts and expenditures of the grant funds will be shown separately in an easily identifiable form. Grantee agrees to make such books, records, and supporting documents available to Upakriti for inspection at reasonable times from the time of your acceptance of this grant through completion of the program.
10. Grantee agrees to cooperate with Upakriti's monitoring of the Grant Project for which the grant was received, including permitting Upakriti representatives to conduct on-site visits.
11. Grantee agrees to formally acknowledge Upakriti as a sponsor of the specific program being supported and will submit draft copies of any publicity about the grant for Upakriti's approval prior to its release. Grantee also agrees to forward copies of any news releases, published materials, or media articles that come to Grantee's attention mentioning the grant.
12. In the case of any violation by Grantee of the terms and conditions of the grant, including but not limited to, failing to execute the work of the grant in substantial compliance with the proposal, Upakriti may terminate the grant. Upon termination of this grant for any reason, Grantee agrees to immediately repay to Upakriti any portion of the grant funds that were not spent for the Grant Project.
13. Upakriti reserves the right to terminate this grant at any time.
14. This agreement sets forth all terms of the grant and replaces all prior understandings and agreements. Any modification or amendment will be made only in writing signed by Upakriti and an authorized officer of Grantee.

Signature

Please sign and return the *Terms of Grant* to Upakriti. In addition, please also sign each page where indicated.

On behalf of Grantee, I understand and agree to the forgoing terms and conditions of Upakriti's grant and hereby certify my authority to execute this agreement on Grantee's behalf.

Signature

Date (dd/mm/yyyy)

Name

Title

Signature