



**Grant Sponsorship Agreement
2023
Between**

_____, hereinafter referred to as
Name of Registered Charity "the Sponsor"

and

_____, Hereinafter referred to as
Name of Grant Applicant "the Applicant"

1. Although the Community Foundation for Lennox & Addington (the Foundation) is not a party to this agreement, the Sponsor and the Applicant acknowledge that they enter into this agreement as a condition of the Foundation receiving and considering an application from the Applicant for a grant to fund, in whole or in part, an activity or project proposed by the Applicant.
2. This agreement is entered into because the Applicant is not a registered charity but is partnering with a municipality or a registered charity for the purpose of applying to the Foundation for a grant of money.
3. The Sponsor hereby confirms that it is a municipality or a registered Canadian Charity under Canada Revenue Agency (CRA) Charitable Number: _____ issued on the _____ day in the month of _____ in the year of _____.
4. The Sponsor hereby agrees to receive and manage any funds granted to the Applicant and to:
 - a. Segregate granted funds from those of the Sponsor and account for them by keeping separate books and records.
 - b. Pay out granted funds to the Applicant by installments on satisfactory confirmation of reasonable progress where a funded need or project is staged.
 - c. Ensure that granted funds are applied strictly to the specific purpose(s) set out in the Applicant's grant application and approved by the Foundation.

- d. Where applicable at its discretion, set parameters for and inspect and/or receive written progress reports from the Applicant.
 - e. Withhold granted funds from the Applicant if parameters referred to in Paragraph 3 (d) are not satisfactorily met.
 - f. Ensure that any funds granted by the Foundation to the applicant are expended within the year in which they are granted.
 - g. Review and co-sign the Applicant’s final report to the Foundation due on or before the 31st day of December in the year that this agreement is made, as required under the terms accompanying the granting of any funds.
 - h. Notify the Foundation of any permanent withholding of funds from the Applicant.
 - i. Return to the Foundation any funds permanently withheld from the Applicant together with a brief summary of the reasons for the withholding.
5. This agreement attaches to and forms a part of the application for funding submitted by the Applicant to the Foundation.

For the Applicant *(signature)*

Date

For the Applicant *(Name – Please print)*

For the Sponsor *(signature)*

Date

For the Sponsor *(Name – Please print)*