



Protect America's Climbing

August 31, 2015

Kathleen Bergen  
Manager, Parks and Recreation  
411 West First St  
Duluth, MN 55802

Dear Kathleen,  
Congratulations! The Access Fund has approved a partial grant award to Duluth Climbers Coalition in the amount of \$4,000.00 for the Quarry Park Land Acquisition project. Due to a high quantity and quality of grant applications, only partial funding is available for the highest priority projects. As requested in your letter of support and acknowledgement of the City of Duluth as acting as fiscal sponsor for the project, we have made the grant agreement out in the name of the City of Duluth Parks and Recreation Division acting on behalf of the Duluth Climbers Coalition.

Attached with this letter you will find an Access Fund grant agreement specific to your project. In order for the Access Fund to release the funds, we will need you to return the fully executed grant agreement. Return of the signed grant agreement to the Access Fund will be considered acknowledgement and acceptance of the terms within that agreement. If for some reason you and your organization are not in a position to implement the project at this time, please notify me of your anticipated implementation timeline.

When you complete the grant agreement document, please be sure to include to whom we are to cut the award check and their proper mailing address. You should also note that the award agreement specifies requirements for public acknowledgement of the Access Fund and project reporting.

Please feel free to contact me directly at (303)545-6772 ext. 107 should you have any questions. Congratulations and thanks for helping the Access Fund protect America's climbing.

Regards,

A handwritten signature in black ink that reads "Jim Chase". The signature is fluid and cursive, with the first name "Jim" and last name "Chase" clearly distinguishable.

Jim Chase  
Operations Director  
Jim@AccessFund.org

August 31, 2015

Kathleen Bergen  
Manager, Parks and Recreation  
411 West First St  
Duluth, MN 55802

Dear Kathleen,

The Access Fund is pleased to award the City of Duluth and the Duluth Climbers Coalition a grant in the amount of \$4,000.00 to be used exclusively for the Quarry Park Land Acquisition project.

By signing this document and accepting this award, the City of Duluth and the Duluth Climbers Coalition understand and agree to the following terms:

- Allowable Expenses: Access Fund grant monies may only be used to pay for expenses as described in your project application and approved by the Access Fund grants committee. Unless specific expenditure limitations are identified, awardees should strictly adhere to their approved project narrative and budget.
- Public Acknowledgement of Access Fund Support: All projects must acknowledge the Access Fund by, at minimum, inclusion of the Access Fund logo on signage, publicity and outreach materials. Awardees will use the following language when acknowledging the Access Fund: *"This project was made possible by a grant from the Access Fund."* Sample acknowledgement signage is available from the Access Fund. The Access Fund logo may be obtained [electronically](#).
- Project Reporting Requirements: A final report is due to the Access Fund within 30 days of completion of the project. If the project is not completed in 2015, grant recipients will submit an interim progress report no later than December 31, 2015. Final and interim report should provide:
  - A summary of the project including a discussion of the project outcome(s) relative to the proposed scope of work in the original project proposal. Reports should identify important milestones and completion dates.(1-2 pages)
  - Photos (if applicable) showing before and after shots of the project, or volunteers in action. The Access Fund may use these photos in print or electronic promotional materials.
  - A summary of expenditures relative to the approved project budget.( < 1 page)
  - Copies of any print media coverage or printed outreach materials produced as a result of the project and/or electronic links and references to any electronic media or products related to the project

- Unused funds If the project is not completed by within one year of Access Fund approval or the agreed time frame, or is completed at less than budgeted all unused funds shall be returned immediately to the Access Fund.

In accepting these funds, you agree that the City of Duluth and the Duluth Climbers Coalition:

- Will not attempt to influence legislation within the meaning of Section 501(c)-3 of the IRS code through the use funds granted by the Access Fund with this letter.
- Will use the funds delivered with this letter solely for the purpose(s) stated above and shall repay to the Access Fund any portion of such funds that is not used for those purposes.
- Will not use any portion of these funds to participate or intervene in any political campaign on behalf of or in opposition to any candidate for public office, to cause any private inurement or improper private benefit to occur, or to take any other action inconsistent with 501(c)-3 of the Code.
- Will notify the Access Fund immediately of any change in its operations as a nonprofit entity.
- Shall indemnify and hold the Access Fund harmless from any liability or loss arising in connection with the performance of the work and the grant of funds described above.

If these terms are acceptable and the City of Duluth and the Duluth Climbers Coalition wish to accept this grant award, please indicate so by signing this letter below and returning it to the Access Fund. Please save a copy for your files. Grant funds will be released, in total, by Access Fund company check within 30 days of receipt of this fully executed grant agreement document.

The City of Duluth and the Duluth Climbers Coalition hereby agrees to the terms outlined above and accepts the grant award.

**See next page for City of Duluth  
signatures**


\_\_\_\_\_  
(signature)

Name:

Title: \_\_\_\_\_

Date: \_\_\_\_\_

EIN: \_\_\_\_\_



Jim Chase

Operations Director

August 31, 2015

**EXHIBIT B**

**City of Duluth:**

Attest:

By: \_\_\_\_\_  
Its Mayor

By: \_\_\_\_\_  
City Clerk

Approved:

Countersigned:

By: \_\_\_\_\_  
City Attorney

By: \_\_\_\_\_  
City Auditor