



Minnesota Community Foundation

An affiliate of Minnesota Philanthropy Partners

March 17, 2017

Jim Filby Williams
Director of Public Administration
City of Duluth
411 West First Street
Duluth, MN 55802

RE: City of Duluth Lincoln Park Places to Play
Tracking #: 111413\MNPE-17-163271
Please reference this tracking
number in all future correspondence.

Dear Jim Filby Williams:

Congratulations! The Minnesota Super Bowl Legacy Fund of the Minnesota Community Foundation has approved a grant to your organization as stated in the following resolution:

A grant of \$50,000 is approved to City of Duluth for City of Duluth Lincoln Park Places to Play.

The Minnesota Super Bowl Legacy Fund is the signature philanthropic initiative of Super Bowl LII. Its goal is to build a platform to build awareness and invest in solutions for a healthier generation of Minnesota kids. Through its grant making and awareness initiatives, the Minnesota Super Bowl's Legacy Fund will leverage this single event into a lifetime of health for the next generation of Minnesotans.

The Terms of Grant agreement related to this grant follow this letter. Please read the agreement in its entirety and make special note of all the provisions and procedures indicated. **Acceptance of the funds serves as your acceptance of the grant and your acknowledgement of the Terms of Grant agreement.**

This grant is awarded with the understanding that a report will be submitted to the Foundation as stipulated in the Terms of Grant agreement. The report form and guidelines are intended to help you report on the outcome(s) of your grant. Please use the enclosed report form as a cover sheet when submitting your final report.

A check in the amount of \$50,000.00 from Minnesota Super Bowl Legacy Fund, which represents the full grant payment, is enclosed.

Grant funds can only be expended for the purposes and within the time period stated in the Terms of Grant agreement. Under certain circumstances the Foundation will extend the grant period. Otherwise unexpended funds must be returned to the Foundation.

I wish you every success and look forward to receiving a report as required by the Terms of Grant agreement.

Sincerely,

A handwritten signature in dark ink, appearing to read "Ann L. Mulholland". The signature is fluid and cursive, with a large initial "A" and "M".

Ann L. Mulholland
Vice President of Community Impact
Minnesota Philanthropy Partners

ALM:sju
Enclosure



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TERMS OF GRANT

Please Read Carefully!

I. ACCEPTANCE OF GRANT

The grant to you/your organization from the Foundation is for the explicit purpose(s) described in the Grant Resolution and is subject to your acceptance of the terms described therein.

Acceptance of the funds serves as your acceptance of the grant and your acknowledgment of this Terms of Grant agreement. Please refer to the tracking number and title in all communications concerning the grant.

GRANTEE: City of Duluth

DATE AUTHORIZED: 3/14/2017

TRACKING #: 111413\MNPE-17-163271

AMOUNT GRANTED: \$50,000.00

GRANT RESOLUTION:

A grant of \$50,000 is approved to City of Duluth for City of Duluth Lincoln Park Places to Play.

GRANT PERIOD:

Begins: 5/1/2017

Terminates: 4/30/2018

FOUNDATION OFFICER FOR THIS GRANT: Matthew Santori

II. REVIEW OF GRANT ACTIVITY:

The grantee will furnish the Foundation with a written report by **December 31, 2017** using the enclosed Final Report Form as a cover sheet. The report form and guidelines are intended to help you report on the outcome(s) of your grant. The final report should be accompanied by a financial statement for the reporting period that shows actual income and expenses for the project compared to the original project budget. The report should be emailed to: **grantsadmin@mnpartners.org**.

III. SPECIAL PROVISIONS

All grants are made in accordance with current and applicable laws and pursuant to the Internal Revenue Service Code, as amended, and the regulations issued thereunder. Please read the following carefully:

1. PUBLIC ANNOUNCEMENTS: Announcements of the grant award are to be made with the Minnesota Super Bowl Host Committee Legacy Fund on the grant announcement date that was assigned to you. Please refer to the Legacy and Community Partnerships Manager for the grant announcement date. Grantees are expected to review announcements and plans for publicity with the Minnesota Super Bowl Host Committee Legacy Fund team. Please send a copy of any published accounts mentioning the project to the Legacy and Community Partnerships Manager.
2. PAYMENT OF GRANTS: The Foundation reserves the right to terminate or modify any payments pursuant to this grant, including modification of previously agreed upon payment schedules should this be deemed appropriate by the Foundation.
3. EXPENDITURE OF GRANT FUNDS: The funds provided by this grant may be spent only in accordance with the provisions of the grantee's funding request and budget as approved. The program is subject to modification only with the Foundation's prior written approval.
 - (a) Any special conditions which apply to this grant, as listed, should be complied with as rapidly as feasible. These conditions may make the release of funds contingent on special requirements and future payments contingent upon demonstrated performance. In such cases, adequate evidence of compliance with conditions must be submitted before the Foundation will release grant funds. If you have questions about the special conditions, contact the Foundation Officer responsible for this grant.
 - (b) Unless otherwise noted in the Grant Resolution no funds provided by the Foundation may be used for any political campaign, or to support attempts to influence legislation of any governmental body other than through making available the results of nonpartisan analysis, study, and research. When Foundation funds are approved for lobbying the organization must comply with all lobbying requirements including, but not limited to, registering as a lobbyist and properly reporting lobbying expenses.
 - (c) Expenses charged against this grant may not be incurred prior to the date at which the grant period begins or subsequent to its termination date, and may be incurred only as necessary to carry out the purposes and activities of the approved program.

- (d) **The grantee organization is responsible for the expenditure of funds and for maintaining adequate supporting records consistent with generally accepted accounting practices.** Fiscal sponsors must maintain books and records adequate to demonstrate that grant funds were maintained in a separate account or with separate accounting.
 - (e) Equipment or property purchased with grant funds shall be the property of the grantee organization so long as it is not diverted from the purposes for which the grant was made. If the purpose of the organization or the use of grant funds is changed, or if the grantee organization should go out of existence, the equipment or property reverts to the Foundation.
4. REVERSION OF GRANT FUNDS: The grantee will return any unexpended funds to the Foundation at the close of the grant period.
- Funds also will be promptly returned:
- (a) If the Foundation determines that the grantee has not performed in accordance with the Terms of Grant or met the specific grant conditions of the approved program.
 - (b) If the grantee loses its exemptions from Federal income taxation as provided for under Section 501(c)(3) of the Internal Revenue Code.
5. COPYRIGHTS AND PATENTS: Reports, materials, books, and articles resulting from this grant may be copyrighted by the organization receiving the grant or by the author, in accordance with the policies of the grantee organization, toward the goal of obtaining the widest dissemination of such reports, materials, books, and articles. The Foundation reserves the royalty-free license to use such publications. For projects involving the possibility of patents, the grantee should request further information from the Foundation.
6. LIMIT OF COMMITMENT: Unless otherwise stipulated in writing, this grant is made with the understanding that the Foundation has no obligation to provide other or additional support to the grantee.

In accepting the funds, the grantee accepts the terms stated in this agreement and agrees to comply with any laws in undertaking its project.

**Minnesota Super Bowl Legacy Fund
of the
Minnesota Community Foundation
FINAL REPORT NARRATIVE GUIDELINES**

The following project information is needed by the Minnesota Super Bowl Legacy Fund Committee and Minnesota Community Foundation to better understand the results achieved with your grant.

This report must be completed by December 31, 2017. Submit the Final Report via email to grantsadmin@mnpartners.org.

If you would like a digital copy of this report or if you have any questions, contact Matthew Santori at 651.325.4202 or via email at matthew.santori@mnpartners.org.

Your final report must include the following information:

Contact Information

Please provide the following information:

Name of person
completing this report: _____
Title: _____
Phone: _____
Email: _____

Narrative Report

19. Reference Grant Tracking number: 111413/MNPE-17-163271
Grantee Organization: City of Duluth
20. Briefly outline your original goals and objectives, as stated in your proposal, and describe progress toward achieving them.
3. Describe the population served or community reached during the grant period. Use numbers and demographics such as race/ethnicity, gender, or geographic location.
4. Describe any unanticipated results, either positive or negative. What did you learn because of this grant?
5. Describe your plans for sustaining this project.

Attachments

28. Attach a financial statement for the reporting period that shows actual income and expenses for the project compared to the original project budget.
29. Screenshots from Social Media (Optional)
30. Testimonials from young people and/or families (Optional)
4. Photos (Optional)



MINNESOTA COMMUNITY FOUNDATION

101 Fifth Street East • Suite 2400 • Saint Paul, Minnesota 55101 Ph#: (651) 224-5463

On behalf of the Minnesota Super Bowl Legacy Fund of the Minnesota Community Foundation, we are pleased to present a check for \$50,000.00 City of Duluth Lincoln Park Places to Play.

By cashing this check you are accepting the conditions of this grant.

If your organization plans to acknowledge this gift, please identify it as a grant from the Minnesota Super Bowl Legacy Fund. It is not necessary to send a receipt for tax deduction purposes to the Minnesota Community Foundation or the advisor. However we encourage you to send a letter of appreciation to:

Minnesota Super Bowl Host Committee
200 South Sixth Street
US Bank Plaza Suite 1145
Minneapolis, MN 55402

If you have any questions regarding this grant, please call 651-224-5463

Grant Tracking #: MNPE-17-163271
Check Date: March 16, 2017

MINNESOTA COMMUNITY FOUNDATION

101 FIFTH STREET EAST, SUITE 2400
SAINT PAUL, MINNESOTA 55101
CONTACT: (651) 224-5463

No. 56771
03/16/2017

*** \$50,000.00

PAY: FIFTY THOUSAND DOLLARS AND XX / 100

TO THE
ORDER
OF

City of Duluth
411 West First Street
Duluth, MN 55802

Eric J. Young

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