



Mukti for Social Development

(Non-Profit Public Benefit Corporation)

519 Bellevue Street, Santa Cruz, CA 95060, USA

www.muktiforsocialdevelopment.org

Terms of Grant

This terms of grant is between Mukti for Social Development, a California, USA based non-profit public benefit corporation, hereinafter referred to a “MSD” and the partnering NGO, _____, hereinafter referred to as “*Grantee*” for the support of the project hereafter referred to as “*Grant Project*”.

Grantee:

Grant Project:

Address:

Phone:

Email:

This grant is made subjected 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 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 earning accruing from these grant funds should be credited to the support of the grant project and added to the balance of the account.
2. Grantee agrees to inform MSD 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. If these material changes occur before all the grant funds have been spent, MSD reserves the right to consider this agreement null and void and to request of any remaining funds.
3. If the Grantee organization is based in the United States, 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 MSD immediately in writing if (a)

there is any change in the Grantee's tax-exempt status, or (b) there is any reason to believe that Grantee loses its tax-exempt status before all grant funds have been spent, this agreement will be considered null and void and remaining funds will be returned to MSD.

4. 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.
5. Grantee agrees that the funds would be spent as specifically itemized in the budget submitted in the application. No substantial changes in the budget can be made without the approval from MSD. Grantee also agrees that any funds not used for the purposes described in the Grantee's application will be returned to MSD.
6. Grantee certifies that it does not employ or deal with any individuals or entities that support terrorism.
7. Grantee pledges to ensure that the funds provided by MSD are not distributed to terrorist organizations. Periodically, Grantee will apprise MSD of the steps that it takes to meet this goal.
8. Grantee agrees to submit the following reports:
 - a. Interim Report: Within 30 days of a request, Grantee will submit MSD a full and complete report in writing regarding the use of grant funds, compliance with the terms of grant and the progress. Interim reports are due every quarter unless MSD agrees to waive this requirement.
 - b. Final Report: Within 60 days of a request, Grantee shall submit a final report with respect all expenditure made from the grant funds and indicating the progress towards achieving the goal
 - c. Other Reports: Grantee also agrees to submit any report that is requested by MSD. Grantee also to make its personnel available to confer with representatives of MSD whenever MSD requests such a meeting during the time period of the Grant Project.
9. Grantee agrees to maintain adequate supporting records consistent with generally accepted accounting procedure. 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 MSD for inspection at reasonable times from the time of your acceptance of this grant.

10. Grantee agrees to formally acknowledge MSD of the specific program being supported and will submit draft copies of any publicity about the grant for MSD'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.
11. Grantee agrees to cooperate with MSD's representatives in their site-visits for monitoring the Grant Project.
12. MSD reserves the right to terminate this grant at any time.
13. In case of violation of the terms and conditions of the grant, MSD may terminate the grant and if such a situation occurs, the Grantee agrees to immediately repay MSD any portion of the grant funds that were not spent for the Grant Project.
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 MSD and an authorized officer of Grantee.

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

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

Signature

Date (dd/mm/yyyy)

Name

Title