

**Council for Life**  
**Beneficiary Agreement**  
**2010 Grant Year**

**In submitting this application to the Council for Life (the “Council”), the undersigned agency (the “Agency”) agrees to abide by the terms of any 2010 grant received which include, but are not limited to:**

1. The Agency will not, without prior written approval from the Council’s Board of Directors (the “Board”), (i) directly solicit donors or members of the Council for fundraising purposes using the Council’s directory or otherwise or (ii) use the Council’s name or logo in any type of marketing, communication or other purpose in association with the Agency.
2. All grants will be handled by the Agency’s in-house bookkeeping as a ‘line-item restricted gift’ and may only be used for this Council approved project.
3. All monies must be spent within one calendar year of the grant. (The Council plans to fund 2010 beneficiaries their grant monies in December 2010, therefore, the monies must be spent by December 2011, unless otherwise specified by the Board.)
4. If monies have not been spent within one calendar year of the grant, the Agency must petition the Board in January 2012, in writing, for an extension. The Agency must specify why the project has not yet been completed and include the revised timeline in such extension request.
5. Monies for projects that have been terminated unexpectedly or are in excess of the actual budget shall be returned to the Council no later than March 1, 2012, unless otherwise designated by the Board. All requests for any such designation must be specific and submitted in writing.
6. The Agency is required to submit in writing two reports (in the format prescribed by the Council and attached as Exhibit A hereto) on the execution and success of the grant project no later than September 1, 2011 (for the 6 month period ending June 30, 2011) and March 1, 2012 (for the 12 month period ending December 31, 2011). These reports shall include the official accounting reports, submitted by the Agency accountant, reflecting the actual disbursement of funds to date (including detail of expenses) and a project income statement, if applicable.
7. Agencies that fail to abide by these grant requirements, may lose funding and will not be considered for future grants.

Respectfully submitted,

\_\_\_\_\_  
Executive Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
President or Chairman of the Board

\_\_\_\_\_  
Date

Exhibit A

**Council for Life  
2010 Beneficiary Report**

Please check as applicable:

INTERIM \_\_\_\_ 6 month period ending June 30, 2011 (due by September 1, 2011)

FINAL \_\_\_\_ 12 month period ending December 31, 2011 (due by March 1, 2012)

Please complete this form with typed responses and follow all instructions carefully. All information must be accurate. Should additional space be needed to provide complete answers, please use the same numbering and lettering format as our form. Mail the executed original along with one additional copy (two total, including attachments) of the completed report to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please direct questions to \_\_\_\_\_ at \_\_\_\_\_.

DATE: \_\_\_\_\_

AGENCY NAME: \_\_\_\_\_

NAME AND TITLE OF PREPARER OF THIS REPORT: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_

AMOUNT OF FUNDING: \_\_\_\_\_ TOTAL PROJECT COST: \_\_\_\_\_

1. What are the goals of this grant and are they being/were they achieved in your opinion?
2. Outline the measurable results of this project in relationship to its goals. (Please provide project addresses, number of persons served, description of persons served, impact on persons and community and any other information pertinent to demonstrating the results of the project.)

## Exhibit A

3. Attach official accounting reports, submitted by your agency's accountant, reflecting the actual disbursement of Council funds to date, including detail of expenses (date, amount, description) and a project income statement, if applicable.
  - a. If funds have not been completely used, please explain.
  
  - b. If this is a final report, please additionally provide your most recent complete auditor's report, if available, and any other financial documents you deem applicable to the grant.
  
4. Explain how these funds disbursed to your agency further the mission of the Council.
  
  
5. Is the Council for Life grant meeting your expectations?
  
  
6. Is your agency committed to continuation of this project? If so, what are your plans for ongoing funding of the project? What changes have been or will be made to the project such as purpose, staff, persons served, location, budget, timeline of project, etc.
  
  
7. Please provide any additional comments that might be helpful.

Respectfully submitted,

\_\_\_\_\_  
Executive Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
President or Chairman of the Board

\_\_\_\_\_  
Date