

Deerbrook Charitable Trust

Two Wisconsin Circle, Suite 700
Chevy Chase, MD 20815
240-235-5030

May 19, 2020

Ms. Lisa Lindsay-Mondoro, CEO
Boys & Girls Clubs of Annapolis & Anne Arundel County
121 South Villa Ave.
Annapolis, MD. 21401

Dear Ms. Lindsay-Mondoro:

I am pleased to confirm that a grant to Boys & Girls Clubs of Annapolis & Anne Arundel County as described below has been approved by the Deerbrook Charitable Trust (DCT).

DESCRIPTION OF THE GRANT

GRANTEE: Boys & Girls Clubs of Annapolis & Anne Arundel County

GRANT NAME: "Junior Staff Career Development Program."

GRANT PURPOSE: "The Junior Staff Career Development Program provides youth with the opportunity to participate in a comprehensive career development program with hands-on work experience and training modules geared towards preparing them for leadership roles as youth development professionals or human service leaders; while gaining invaluable work experience and earning an hourly wage." as detailed in the submitted proposal dated November 30, 2016. (DCT #20-01)

GRANT PERIOD: March 1, 2020—December 31, 2022.

GRANT AMOUNT: \$ 1,020,000

<u>Payment Date</u>	<u>Amount</u>	<u>Contingent Upon</u>
April 15, 2020	\$ 340,000	Signed electronic agreement and signed acknowledgment copy of this award letter.
April 15, 2021	\$ 340,000	Satisfactory reporting as describe below. Completing activities and meeting objectives as detailed in grant.
April 15, 2022	\$ 340,000	Satisfactory reporting as describe below. Completing activities and meeting objectives as detailed in grant

REPORTING: Boys & Girls Clubs of Annapolis & Anne Arundel County will submit a narrative report at least twice each year. The six-month report, due August 1, 2020, 2021, and 2022, will provide an update on the progress of the grant. The twelve-month report due February 1, 2021 and 2022, will detail progress of the grant and report outcomes for participants. Every report will also include a financial report on the use of the Deerbrook funds. This line item financial report should be in the same form as the budget submitted with the proposal. A final report, due February 1, 2023, will detail the progress and impact of the grant as well as a complete financial report. **All reports and correspondence shall include the grant number: DCT # 20-01.**

PUBLICITY: The grantee is free to report receipt of this grant; however, any material intended for public dissemination or publicity relating to this grant must be approved in advance by DCT. The primary focus of any publicity should be what Boys & Girls Clubs of Annapolis & Anne Arundel County expects to accomplish because of this grant and not the DCT.

CONDITIONS OF THE GRANT

1. Basic conditions as set forth in the electronic agreement previously signed on April 8, 2020.
2. The contingencies and reporting expectations noted above.
3. Any change in a budgetary line item that varies more than 10% from the budget submitted with the proposal must be approved in advance.
4. The grantee will keep systematic records of all expenditures relating to this grant and will be available for inspection by representative(s) of DCT at any time during the grant period and one year following. DCT may, at its own expense, examine, audit, or have audited the records of the grantee insofar as they relate to the activities supported by this grant.
5. The funds provided may be used only for the purposes as described in the grant proposal.
6. At the end of each grant year any unspent/unallocated funds shall be deducted from the succeeding year's grant award unless otherwise determined by DCT. At the option of DCT, any unspent/unallocated funds at the conclusion of the grant period shall be returned to DCT.
7. DCT may request both phone inquires and site visits to be kept apprised of the progress of the efforts supported by this grant.

ADDITIONAL SUPPORT: In making this grant, DCT assumes no obligation to provide other or additional support to the grantee.

On behalf of the Deerbrook Charitable Trust, I extend every good wish for the success of this project. We are proud to be partners with Boys & Girls Clubs of Annapolis & Anne Arundel County in this important and needful effort.

Deerbrook Charitable Trust

By: _____



Arthur E. Sundstrom, Executive Director

GRANTEE: Boys & Girls Clubs of Annapolis & Anne Arundel County

By: Lisa Lindsay-Morris

Title: CEO

Date: 5/19/2020