

SOUTHWEST MINNESOTA ARTS & HUMANITIES COUNCIL
1210 East College Drive, Suite 600
Marshall, MN 56258
(507) 537-1471 or 1-800-622-5284
LOCAL ARTS DEVELOPMENT GRANT AWARD CONTRACT

Date:

APPLICATION:

AWARD: \$

ORGANIZATION:

FISCAL AGENT:

AUTHORIZING OFFICIAL:

PROJECT DIRECTOR:

PROJECT NAME:

In order to finalize the grant, your organization's authorizing official, project director and fiscal agent must within thirty (30) days sign and return a copy of this contract indicating agreement to the following terms:

1. The project will be carried out in compliance with the project description, personnel, budget, and dates as set forth in the application which reflects any revisions made and approved by the review panel and the SMAHC Board of Directors.
2. All publicity and promotional material for the project must include the following credit line: "This activity is made possible in part by a grant from the Southwest Minnesota Arts & Humanities Council (SMAHC) with funds appropriated by the State Legislature and the McKnight Foundation."
3. Access to participation in the project will not be limited on the basis of age, national origin, race, gender, sexual orientation, or physical disability.
4. If the actual project costs is less than the total budgeted cost, the Local Arts Development Grant will provide only up to 50% of the actual project costs.
5. The Southwest Minnesota Arts and Humanities Council shall have access to any books, documents, papers, and records regarding the granted project in the case of an audit of evaluation of the project. These records and supporting documents shall be retained for a period of three (3) years following the completion of the project.
6. The final 20% of the awarded grant funds shall be held back until successful, timely completion of a final report by the grantee (**WITHIN 60 DAYS OF THE END OF THE PROJECT**), and, in the event the project cannot be completed as stated, all granted funds must be returned to the Southwest Minnesota Arts and Humanities Council.
7. Any profits realized by a grantee as a result of a project outperforming its goals will be used by the organization for future arts-related activities.
8. Failure of the grantee to provide SMAHC staff with ten-day prior notice of any changes of dates, locations or venues of activities will result in forfeiture of the remaining 20% of grant funds.
9. Failure to provide a final report within 60 days of the end of the project without a prior request for an extension will result in a loss of the remaining 20% of grant funds and may result in the applicant being ineligible to apply for a SMAHC grant for a period of up to 3 years from the date the final report is filed.

I understand that future grants will be contingent upon complete compliance with the terms of this grant contract. SMAHC reserves the right to audit the financial records of projects which receive grant funds.

Signature of SMAHC Executive Director Date

Signature of Authorizing Official Date

Signature of Project Director Date

Signature of Fiscal Agent
Authorizing Official Date