

Park Pride Community Building Grant Agreement

[CB.2020.02]

Date: June 24, 2020

Grantee: Friends of DeKalb Memorial Park

Project Location: DeKalb Memorial Park

Grant Funds Awarded: \$18,000

Grant Activity Deadlines:

By June 1, 2020: Progress Report

By December 31, 2020: Final Report + Photos

Project Summary: Renovate and expand the existing deck as Phase I to implement the DeKalb Memorial Vision Plan.

Grantee agrees to all terms below:

1. Project

- a. To implement Community Building Grant Project CB.2020.02 as outlined in the proposal submitted by the Grantee to Park Pride with the following requirements:
 - i. Project has gone through any required permitting and received all necessary approval prior to start of construction.
 - ii. Park Pride must receive Signed Grant Agreement via email prior to start of project.
- b. To complete the project by December 31, 2020

2. Volunteer Workdays

- a. To comply with all DeKalb County regulations during work days.
- b. If you would like to request volunteer support for your project from Park Pride, contact Chris Lemons at chris@parkpride.org or 404-546-6854 at least **two months in advance**.

3. Budget

- a. To match the grant funds on a 1:1 basis.
- b. Volunteer labor to complete any project task can count as In-Kind Matching Funds no greater than the amount a professional would charge for the work.
- c. To submit any significant changes in scope that affect the budget for approval by Park Pride **in advance**

4. Reporting & Documents

- a. Provide electronic copies of before & after photos from the same view/perspective (JPEG format, minimum 300dpi, 600+preferred).
- b. Submit Progress Report(s) and a Final Report by the Grant Activities Deadline listed above.
- c. Submit copies of all plans, construction documents, and permits for the project as they are obtained.

5. Notification

- a. To notify Park Pride in the case of:
 - i. Any change in contact information of the project or Friends of the Park Group
 - ii. Significant changes to the project scope or budget
 - iii. Any other development that may significantly affect the project
- b. To notify Park Pride at least **3 weeks in advance** in the case of:

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- i. Groundbreaking events
- ii. Ribbon cutting events
- iii. Event collateral to be published
- iv. Permanent sponsor recognition such as, but no limited to a donor wall

6. Communications & Media

- a. To participate in informal email and phone check-ins initiated by Grants Administration.
- b. To include Park Pride mention or logo in any list of contributors, signage, press releases, flyers or other event collateral related to the project. Please contact Rachel Maher, Director of Marketing & Communications for official logo and approval at rachel@parkpride.org or 404-546-7969

7. Hold Harmless

- a. To hold harmless Park Pride, its officers, agents and employees from any and all claim for damages or injuries to persons or property that may be sustained as a result of the performance of the Grantee or his agents in connection with this agreement.

Park Pride agrees:

1. To provide to *DeKalb Memorial Park* a matching grant of not more than \$18,000 to implement Community Building grant Project CB.2020.02 as described in this Grant Agreement.
2. To release grant funds as project expenses are incurred upon receiving the following from the Grantee (final 10% will be held until receipt of the final report and scheduling of ribbon cutting):
 - a. Press Release (required for initial disbursement of funds)
 - b. Supporting documentation of Matching Funds raised and spent
 - c. Complete Request for Funds form
 - d. Invoices, receipts, or purchase orders to support the Current Request

Terminating Conditions:

Based upon its sole judgement, Park Pride may, after notification of intent to Grantee, cancel participation in said project including the release of any remaining grant funds, in the event Park Pride finds any one of the following:

- Grantee has failed to abide by the terms of this agreement
- Such cancellation is necessary to comply with requirements of law
- Grantee has failed to make substantial progress in the current project

Park Pride, Inc.

DeKalb Memorial Park



Signed
Allison Barnett, Associate Director

Signed
Fitzpatrick DeCaro

6/25/20
Date

6/24/20

Date