

Dear Pete,

On behalf of the Board of Directors of Park Pride, I am pleased to inform you that a grant of \$37,000 has been approved for Zonolite Park from Park Pride's Community Building Grant Program funded by The Home Depot Foundation. This grant is designated for the trail improvements and native plantings. Park Pride applauds the Friends of Zonolite Park for your commitment to your community greenspace and we are pleased to support your efforts.

You will find the Grant Agreement below. Please return a signed copy to [grants@parkpride.org](mailto:grants@parkpride.org). Include your Grant Number and park name in the subject line of all emails. Once Park Pride receives the signed agreement, you may begin your project. Questions should be directed to Grants Administration at [grants@parkpride.org](mailto:grants@parkpride.org).

We will provide additional details on implementation, reporting, and publicity at our meeting next week.

We appreciate your commitment to Zonolite Park and the work you are doing, and we look forward to hearing about your progress.

Sincerely,

Kayla Altland  
Program Manager  
Park Pride

# Park Pride Community Building Grant Agreement

CB.2022.07 Zonolite Park

**Date:** January 14, 2022

**Grantee:** Friends of Zonolite Park

**Project Location:** Zonolite Park

**Grant Funds Awarded:** \$37,000

**Grant Activity Deadlines:**

**By 6/30/22: Progress Report**

**By 12/31/22: Final Report and Photos**

**Project Summary: Raised slate chip trail and native trees and bushes for wooded area of park**

*Grantee agrees to all terms below:*

## **1. Project**

- a. To implement Community Building Grant Project CB.2022.07 as outlined in the proposal submitted by the Friends of Zonolite Park to Park Pride with the following requirements:
  - i. Project has gone through all required permitting and received all necessary approval prior to start of construction.
  - ii. Park Pride must receive Signed Grant Agreement prior to start of project.
  - iii. Grantee representative must attend Grant Award Orientation.
  - iv. Project must be completed by 12/31/2022.

## **2. Volunteer Workdays**

- a. To comply with all County regulations during workdays.

## **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. *If your budget changes by more than 10% of the total or you would like to adjust your scope, you must reach out to the program administration team.*

## **4. Reporting & Documents**

- a. Provide electronic copies of before & after photos from the same view/perspective (JPEG format, minimum 300dpi, 600dpi+ 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 related to the project as they are obtained.

## **5. Notification**

- a. To notify Park Pride in the case of:
  - i. Any change in key personnel of the project or Grantee
  - ii. Any change in contact information
  - iii. Significant changes to the project scope, timeline, or budget. *No changes greater than \$1,000*

*may be made to the Project Budget without prior authorization from Park Pride.*

- iv. Any other development that may significantly affect the project
- b. To notify Park Pride at least **3 weeks in advance** in the case of:
  - i. Groundbreaking events
  - ii. Ribbon cutting events
  - iii. Other important milestones
  - iv. Event collateral to be published
  - v. Permanent signage and/or sponsor recognition

## **6. Communications & Media**

- a. To participate in informal email and phone check-ins initiated by Grants Administration.
- b. To include Park Pride and The Home Depot Foundation mention or logo in any list of contributors, signage, press releases, flyers or other event collateral related to the project.
- c. To include Team Depot or The Home Depot Foundation logos on event collateral related to the project.
- d. To submit any use of Team Depot or The Home Depot Foundation logos at least 3 weeks in advance.
- e. To contact Rachel Maher, Director of Communications for official logos and approval of use at [rachel@parkpride.org](mailto:rachel@parkpride.org).

## **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 Grantee or his agents in connection with this agreement.

*Park Pride agrees:*

1. To provide to Friends of Zonolite Park, a matching grant of not more than \$37,000 to implement Community Building Grant Project CB.2022.07 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):
  - 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

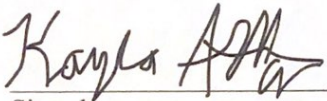
*Terminating Conditions*

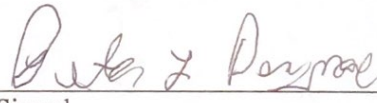
Based upon its sole judgement, Park Pride may, after notification of intent to Grantee, cancel participation in said project including the release of any remaining grant funds, in the event Park Pride finds any one of the following:

- 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.

Friends of Zonolite Park

  
Signed

  
Signed

Kayla Altland  
Program Manager

Peter L. Densmore  
Print Name

01/14/2022

1/14/22

Date

Date