

The Connecticut Society for Women Environmental Professionals

RESOLUTION

The Executive Committee of The Connecticut Society for Women Environmental Professionals hereby adopt the following vote, as of this date, _____:

VOTED:

To approve the terms of a Memorandum of Understanding with **GRANTEE** in substantially the same form as set forth in Attachment A hereto and to authorize either of the Co-Chairs or their designee to execute such Memorandum of Understanding with **GRANTEE**.

ATTACHMENT A

MEMORANDUM OF UNDERSTANDING

Between THE CONNECTICUT SOCIETY FOR WOMEN ENVIRONMENTAL PROFESSIONALS (“**SWEP**”), a non-profit corporation incorporated under the laws of the State of Connecticut, and _____ (“**Grantee**”) regarding SWEP’S grant to Grantee for \$ _____ (“**the Grant**”).

This Memorandum of Understanding describes the terms and conditions under which SWEP has and will provide, and Grantee has and will accept the Grant.

I. USE OF THE GRANT

The provision of this Grant, and the continuation of funding, is conditioned upon the use of the Grant for the purposes described in Grantee’s application. The purposes must be consistent with SWEP’s policy that its grants are offered only to non-profit environmental groups and/or educational institutions and/or grassroots organization in Connecticut that will use the grant for local projects that benefit the environment.

The Grantee shall: (a) continue to be lawfully authorized to operate, and continue to operate as a non-profit environmental group, educational institution, and/or grassroots organization within Connecticut; (b) use its best efforts to achieve the goals of the Grant; and (c) comply with applicable laws, rules and regulations.

II. DISBURSEMENT OF GRANT FUNDS

Subject to satisfactory performance consistent with the terms of this Grant, funds shall be provided by SWEP to Grantee in the form of a check made payable to the Grantee in accordance with the following schedule unless otherwise mutually agreed:

SWEP shall provide a check in the amount of the Grant to Grantee no later than 30 days following notification of selection. Grantee agrees to use the funds, as outlined herein, within 6 months of receipt of the funds.

III. SWEP IDENTIFICATION

Grantee shall provide appropriate identification and credit to SWEP as a funding source in all relevant public information and events regarding the project.

IV. GOALS OF THE GRANT

The goals of the Grant are set forth below:

- (1) Use of the funds within 6 months of receipt of the funds;

- (2) Use of the funds for the implementation of the specific project submitted to, and approved by, SWEP;
- (3) Tangible benefit to the environment in Connecticut; and
- (4) Outreach to the community and local organizations regarding the environmental project.

V. REPORTING REQUIREMENTS

Grantee will provide SWEP with a written report within 9 months of receipt of the funds that shall include explanations of the following:

- (1) Progress made achieving the goals of the Grant;
- (2) Challenges encountered;
- (3) Major changes proposed in the approach or proposed project;
- (4) An accounting of how the Grant funds were spent; and
- (5) Description of timing and use of any remaining Grant funds.

SWEP shall, at reasonable times upon reasonable notice, have the right to review financial and other records relevant to this Grant.

VI. ACKNOWLEDGED AND ACCEPTED

Each party acknowledges and accepts the terms of this Memorandum of Understanding, effective as of _____.

Accepted by:

Accepted by:

**The Connecticut Society for Women
Environmental Professionals**

GRANTEE