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December 20, 2018

Ms. Cary A. Siegfried
Library & Community Service Director
Salinas Public Library
110 West San Luis Street
Salinas, CA 93901

Re: Community Impact Grant Approval

Dear Ms. Siegfried:

I am pleased to inform you that the Community Foundation for Monterey County has approved a grant in the amount of \$25,000 for El Gabilan Library's new outdoor learning space.

This grant is subject to the terms outlined in the Grant Agreement below and will be paid once we receive verification that you agree to comply with these terms and conditions. Once you have read the Grant Agreement, you will need to execute the online signature confirming your agreement with the grant terms. Please confirm your acceptance of the grant terms no later than **January 4**, 2019. If you are unable to do so, payment of the grant will be delayed.

We suggest that you download a copy of this letter and grant agreement for your records.

If you have any questions about this grant, please contact Erika Matadamas, Program Officer, 831.375.9712 x134 or erika@cfmco.org.

We are pleased to offer this support to your organization and look forward to working with you during the course of the grant.

Sincerely,

A handwritten signature in black ink that reads "Laurel Lee-Alexander". The signature is written in a cursive, flowing style.

Laurel Lee-Alexander, Vice President of Grants and Programs
Grant #20181872



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GRANT AGREEMENT

This grant from the Community Foundation for Monterey County (CFMC) is to be used only for the purposes described herein and is subject to the grantee's acceptance of the conditions specified below. The Agreement will be effective when it is signed via electronic signature by an authorized representative of the organization.

Organization Name: Salinas Public Library

Grant Amount: \$25,000

Grant Period: January 1, 2019 through November 30, 2019 (11-month grant)

Project Title or Grant Purpose: El Gabilan Library's new outdoor learning space

Final Report Due: November 30, 2019

Purpose and Use of Funds: This grant is being made in response to the proposal submitted. Grant funds must be spent within **eleven** months of the grant date and for the purposes stated in the grant proposal and specified above. This grant may not be used for any expenses incurred prior to the grant date.

If something unexpected occurs or additional time to complete the proposed objectives and activities is needed, the grantee may request an extension or budget modification. No changes may be made in timing or budgetary use of the grant funds without the CFMC's advance written approval.

Required Reports: The grantee is expected to submit a final report, through the online grant system as scheduled above. The final report consists of responses to narrative questions describing progress made toward the purpose and objectives of the grant, and a final expense report showing how grant funds were spent based upon the budget submitted to the CFMC. The grantee is responsible for maintaining records of grant funds received and the expenses incurred until all grant requirements have been fulfilled and will provide additional detail to the CFMC in a reasonable time should it be requested. Ability to submit completed, timely reports may affect future eligibility for future grants.

If the organization applies for another grant before this grant award is expended, you may be expected to submit a progress report on the grant objectives and expenditures, depending on the grant program.

Details regarding this grant, including annual report due dates and online materials submission (e.g., reports, photos, etc.) are in your online account. Email correspondence is used through our online grants manager. It is your responsibility to keep your online account and contact information current by informing us of any changes, www.cfmco.org/apply.

Public Information: The CFMC encourages grantees to make announcements of grants upon receipt of the grant payment. The CFMC communications department is available to provide assistance in your communication efforts. We also welcome your photos reflecting the services made possible by the grant. Once you have reviewed the Grant Agreement, you will be able to save and upload photos directly related to the funded activities to your online account under Photo Release.