<Date>

<Contact Name>

<Organization Name>

<Address>

<City, State Zip>

Dear <Contact Name>,

Impact 100 Greater Indianapolis (“Impact 100”) is pleased to award your organization $18,333 (“Grant”) as a 2016 Focus Area Committee (“FAC”) finalist and congratulates you on your success.

# USE OF THE FUNDS

1. The funds for this Grant are unrestricted and can be used at the discretion of your executive director and board of directors. By accepting and depositing the enclosed payment, you agree to the terms and conditions of this letter.
2. Your organization may use the Grant only for those charitable purposes described in section 501(c)(3) of the Internal Revenue Code.
3. No Grant funds may be used for any political campaign or to support attempts to influence legislation by any governmental body, other than through making available the results of non-partisan analysis, study and research.
4. By accepting this Grant, you are affirming that you receive no personal benefit from this Grant and that this Grant is not being used to fulfil a personal, family or corporate pledge or other obligation.

# Reporting Requirements

We require only one short, written report that outlines the results of the Grant. A copy of the report, along with the due date, is attached to this letter.

# Publicity

1. Any listing of this Grant in a publication or other printed material should identify that the Grant is from Impact 100 Greater Indianapolis. Please notify us by email of any publicity concerning the Grant at [grants@impact100indy.org](mailto:grants@impact100indy.org).
2. Impact 100 may release information concerning the Grant in any such manner as it deems appropriate.

# Tax Exempt Status

Impact 100 makes the Grant on the condition that your organization is and continues to be exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code and that your organization is not a private foundation or other entity from which Impact 100 is prohibited from making qualified distributions. Your organization must notify Impact 100 immediately if the IRS revokes your organizations’ tax exempt status under section 50(c)(3) or its status changes, i.e., your organization becomes a private foundation or other entity from which Impact is prohibited from making qualified distributions, effective within four years of the date of this letter. If your organization’s tax status changes, Impact 100 may change the terms of the Grant, which may include, but is not limited to, revoking the Grant and requiring a full refund of the Grant to Impact 100.

All correspondence and reports should be addressed to the attention of Impact 100 Greater Indianapolis, P.O. Box 40531, Indianapolis, IN 46240, or by email to [grants@impact100indy.org](mailto:grants@impact100indy.org).

Congratulations on your Grant! We look forward to hearing about your success in the coming year.

Best Regards,

Beth A. Thomas

President, Impact 100 Greater Indianapolis

# Accepted

Signature of Top Staff Date

Name Printed Title Printed

Signature of Board Member Date

Name Printed Title Printed

# Impact 100 Greater Indianapolis Residual Grant Final Report Form

Due December 31, 2016

Organization:

Contact Person Name and Title:

Address:

City, State, Zip Code:

Email and Phone:

Amount of Grant:

Please answer the following questions. Feel free to attach a separate sheet.

1. How did the unrestricted fund strengthen your organization?

1. Describe the specific successes achieved as a result of receiving the unrestricted funds from Impact 100 Greater Indianapolis.

Signature of Top Staff Date

Name Printed Title Printed

Signature of Board Member Date

Name Printed Title Printed