



# **MOUNT ATHOS FOUNDATION OF AMERICA, INC. TRAVEL GRANT AGREEMENT**

**Date of Agreement:**

**Grantee:**

**Purpose of Grant:**

**Total Amount of Grant:**

**Award Date:**

**Grant Period:**

**Payment Schedule:**

The grant to [name of recipient] (“Grantee”) from the Mount Athos Foundation of America, Inc. (“Grantor”) is for travel explicitly described in Grantee’s application for this award and subject to Grantee’s acceptance of the terms described herein.

WHEREAS, Grantor is a nonprofit corporation organized in the United States of America and operated for religious, charitable, scientific, literary, and educational purposes within the meaning of section 501(c)(3) of the Internal Revenue Code (“Code”) and desires to provide a grant to Grantee to support travel expenses related to the conduct of religious, charitable, scientific, literary, or educational activities;

WHEREAS, the parties hereto recognize that every effort shall be made to safeguard the integrity of Grantor’s tax status under section 501(c)(3) of the Code;

NOW, THEREFORE, in consideration of the mutual covenants and promises of the parties, the parties agree as follows:

**Grant Purpose:** This grant is for the exclusive purpose of supporting Grantor’s religious, charitable, scientific, literary, or educational activities.

**Expenditure of Grant Funds:** The funds provided may be spent only in accordance with the provisions of Grantee’s funding request and budget as approved. The program and budget are subject to modification only with Grantor’s prior written approval. Questions that may arise about the program’s responsibilities, goals, expected results, and workplan are resolved by reference to these documents. Grantor reserves the right to exercise oversight, in whatever manner it deems suitable, with respect to Grantee’s use of these funds.

Grantee shall not use any of the Grant funds: (a) To carry on propaganda, or otherwise attempt to influence legislation; (b) To influence the outcome of any specific public election or to carry on, directly or indirectly, any voter registration drive; (c) For any grant to another individual for

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travel, study or other similar purposes by the individual (unless the grant satisfies the requirements of § 4945(g) of the Code), or for a grant to an organization; or (d) For any purpose that is not religious, charitable, scientific, literary, or educational.

**Reversion of Grant Funds:** Grantee will return to Grantor any unexpended funds at the close of the grant period. Funds also shall be promptly returned if Grantor determines that Grantee has not performed in accordance with the terms of this Grant Agreement and the approved program and budget.

**Reports to Grantor:** Grantee will furnish Grantor periodically with written progress reports. These reports will supply sufficient information for Grantor to determine that the Grant is being used for the purposes intended and for Grantor to fulfill its own public reporting responsibilities, addressing all points listed in the following general guidelines:

### **Guidelines for Reports to Grantor:**

Progress reports are designed to provide periodic assessments of activities being supported by Grantor. They should be submitted on a quarterly basis, or, in the case of travel grants, on a schedule agreed between grantor and grantee, and should include the following information:

- A summary of receipts and expenditures. Each report shall provide an itemized statement of costs incurred by Grantee in performance of this agreement. Reports on other functions performed under this agreement shall be submitted from time to time and in a form satisfactory to Grantor.
- A description of work conducted by Grantee during the reporting period in pursuit of the general objectives set forth in the grant proposal.
- Grantee shall keep records satisfactory to Grantor related to performance of this agreement. Grantee shall make all books, ledgers, accounts, files, computer records, and personnel involved in performing functions under this contract available to Grantor or its designated representatives, auditors, or legal counsel to determine compliance with the terms of the contract and applicable law. For travel grants, this bulleted point pertains only to travel expenses to be covered by the award.
- A final report shall be due at the completion of the Grantee's project, even if the project is finished less than a quarter after the last quarterly written report.

Grantee agrees to defend and hold harmless Grantor and its officers, employees, and volunteers from and against any claim, including the expenses of investigation and defense of such claim, arising out of or in any way connected with this Grant or the expenditure of grant funds.

Grantee agrees to comply with Executive Order 13224 of September 23, 2001 Blocking Property and Prohibiting Transactions with Persons Who Commit, Threaten to Commit, or Support Terrorism; and with Federal law, embargoes and trade sanctions regulating international transactions, unless a court of competent jurisdiction has adjudged such prohibitions invalid.

The USA Patriot Act of 2001 and other federal laws and regulations and executive orders administered by the U.S. Treasury Department's Office of Foreign Assets Control (OFAC) prohibit, among other things, the engagement in transactions with, and the provision of services

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to, certain foreign countries, territories, entities and individuals. Grantee warrants and represents that as of the date of application through the term of the grant award, none of the following is a country, territory, individual or entity named on the OFAC lists of Sanctioned Countries or Specially Designated Nationals: Grantee; any person or entity controlling or controlled by Grantee; any person or entity having a beneficial interest in Grantee; or any person or entity for whom Grantee is acting as agent or nominee in connection with this transaction. Grantee understands and agrees that any violation of this paragraph will be grounds for immediate termination of the Grant.

If this Agreement sets forth Grantee's understanding of the terms of this Grant, please indicate agreement to such terms by having the enclosed copy countersigned by an appropriate officer of the organization and returned to Grantor within three weeks of receipt of this agreement.

For Grantee:

\_\_\_\_\_  
(Signature of Authorized Representative)

\_\_\_\_\_  
(Name and Title)

\_\_\_\_\_  
(Date)

For Grantor:

\_\_\_\_\_  
(Signature of Authorized Representative)

\_\_\_\_\_  
(Name and Title)

\_\_\_\_\_  
(Date)