



June 26, 2020

Mayor Breea Clark
P.O. Box 370
Norman, OK 73070

Dear Mayor Clark:

I am pleased to inform you that the BlueGreen Alliance Foundation (BGAF), on behalf of Healthy Babies Bright Futures and the Mayors Innovation Project, has awarded a grant of \$5,000 to the City of Norman, OK, to work on its Healthy Babies project for the period of June 26, 2020, to July 31, 2021. This grant is designed solely for the purpose of the proposal and budget submitted. Your contact for the work performed under this grant is Kyra Naumoff Shields (knaumoff@hbbf.org).

Grantee shall use the Grant Funds only for charitable and education activities within meaning of Code section 501(c)(3). No grant funds may be used for lobbying purposes. All of Grantee's action with respect to this grant must be consistent with all federal, state, and local laws and regulations to which Grantee and BGAF are subject.

Grantee shall not directly or indirectly use any portion of the Grant Funds to:

- 1) participate in, or intervene in (including the publishing or distributing of any statement), any political campaign on behalf of (or in opposition to) any candidate for public office within the meaning of Code section 501(c)(3);
- 2) carry any voter registration drive described in Code section 4945(d)(2);
- 3) make grants to individuals for travel, study, research, or similar purposes, as described in Code section 4945(d)(3); or
- 4) make grants to organizations (unless U.S. public charities described in Code sections 501(c)(3) and 509(a)(1), (2), (3)(B)(1) or (3)(b)(ii)) unless grantee requires the sub-grantee to execute an agreement materially identical to this Agreement before receiving any funds.

Grantee shall repay to BGAF any portion of the Grant Funds not expended for the purposes of the Project or irrevocably committed to be paid to third parties, in good faith, for the purposes of the Project.

We also require that the Grantee provide BGAF a short written report detailing how these funds were spent:

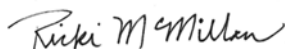
- (1) Short interim written report due by December 31, 2020.
- (2) Final written report due on or before by July 31, 2021, including (1) qualitative and quantitative metrics of evaluation as described in your proposal, (2) photographs of events, (3) quote(s) from participants, and (4) a short description of what worked well and what could be improved. We will use information from your final report to create a sharable case study.

In addition, Grantee agrees to keep written records of receipts and expenditures under the grant adequate to enable the use of Grant funds to be checked readily, as well as copies of the report submitted to BGAF, for at least four years after the completion of the Grant funds. The records must be made available to BGAF for inspection at reasonable time. No provisions of this Agreement may be changed or modified except by written instrument of the parties.

Please indicate your agreement to these terms by having the head of your organization sign and return the signed copy.

Upon receipt of this signed award letter and all required documents, we will forward your payment.

Sincerely,



Ricki McMillan
Vice President of Finance and Administration

ACCEPTANCE: On behalf of the City of Norman, OK, I hereby accept and agree to the terms of the grant as set forth herein.

By: _____

Title: _____

EIN: _____