

INSTITUTE OF INTERNATIONAL EDUCATION

March 8, 2016

JoEllen Green Kaiser
Foundation for National Progress
222 Sutter Street, Suite 600
San Francisco, CA 94108

IIE Program number: FF12H07
Grantee number: 66012812
SRF #: 22643

Grant Notification Letter

Dear Ms. Kaiser on behalf of Foundation for National Progress:

We are pleased to advise you that the Ford Foundation (Ford) has asked the Institute of International Education, Inc. ("IIE") to provide a grant of \$7,500.00 to Foundation for National Progress to defray travel and lodging costs for attendees to the Media Consortium Conference in Philadelphia from February 17 – 20, 2016. This grant is being made in response to the proposal submitted to Barbara Raab of Ford. By agreement with Ford, IIE will be assisting with administration of this grant.

These terms apply to your organization's use of this grant:

Grant funds are available for a period of 4 days from February 17, 2016 to February 20, 2016.

Payment of grant funds will be made in full after receipt in our office of the enclosed copy of this letter, countersigned along with the financial and narrative reports.

Under United States law, grant funds from Ford may be expended only for charitable, scientific, literary, or educational purposes. This grant is made only for the purposes stated in this letter and the document referenced above, and it is understood that these grant funds will be used for such purposes substantially in accordance with the attached approved budget. It is also understood that no substantial variances will be made from the budget without IIE's prior approval in writing. Any grant funds not expended or committed for the purposes of the grant, or within the period stated above, will be returned to IIE.

By countersigning this grant letter, you agree that your organization will not promote or engage in violence, terrorism, bigotry or the destruction of any State, nor will it make subgrants to any entity that engages in these activities.

Written reports are to be furnished annually during the grant period, on each anniversary of the beginning of the grant period. A final written report is to be furnished at the end of the grant period or within 30 days of the grant end date. These reports, which should be signed by an appropriate officer of your organization and sent to me, should contain: (1) a narrative account of what was accomplished by the expenditure of funds, including a description of progress made toward achieving the goals of the grant; and (2) a financial accounting, in U.S. dollars, according to the line-item categories of the attached approved budget and as set forth in the detailed budget submitted with your grant proposal, which has been signed and certified correct by the responsible financial official of your organization. It is expected that these narrative and financial accountings will be submitted as a single report. Attached for your reference is a sample form for the financial report in the main budget categories for you to complete and information on what should be included in your narrative report.

Ford also shall be furnished a copy of any publication, audio or video program, film or other media product produced by your organization under this grant for archival and/or research purposes. Ford shall have the right to make and disseminate additional copies of any such grant product. In addition, your

organization hereby grants to Ford a license to disseminate on Ford's website any product produced by your organization under this grant.

So that Ford may comply with the tax laws of the United States to which it is subject, it is understood that grant funds may not be used for any of the following purposes: to attempt to influence legislation or the outcome of any public election; to conduct programs to register voters; or to purchase capital equipment.

In the application of its resources to serve the public interest, Ford gives high priority to the realization of equality of opportunity for all members of society. Ford works to implement this policy in a variety of ways, internationally as well as in the United States, with due respect for the great diversity of situations in different countries and cultural contexts. It is Ford's expectation that serious attention will be given to the needs and well-being of women and underrepresented groups in your society and to their participation in this Ford-supported program.

IIE and Ford, separately or together, may monitor and conduct a review of operations under this grant. This may include a visit from IIE and/or Ford personnel to observe your program, discuss the program and finances with your personnel and review financial and other records and materials connected with the activities financed by the grant.

IIE and Ford are authorized to conduct audits, including on-site audits, at any time during the term of the grant, and within four years after completion of the grant.

IIE and Ford reserve the right to modify or discontinue funding or terminate the grant at any time if your organization fails to comply with the terms of this letter or applicable laws and regulations, or if IIE or Ford is not satisfied with your organization's performance or the progress of the grant. In addition, if your organization expends or commits any part of the grant funds for purposes or activities other than the purposes and activities for which this grant is made, your organization must repay to IIE an amount equal to the amount of grants funds so expended.

This letter of agreement may be executed in any number of counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument. Facsimile signatures shall be treated as original signatures for all purposes of this agreement.

If this letter and the attached budget correctly set forth your understanding of the terms of this grant, will you please indicate your organization's agreement to such terms by having the enclosed copy of this letter countersigned by an appropriate officer of your organization and returned to me by fax at 212-984-5393 or by mail.

Communication regarding current administrative arrangements for this grant should be directed to Rashida Rowe at the Institute of International Education, 809 United Nations Plaza, New York, NY 10017, telephone: 212-984-5480; fax: 212-984-5393; e-mail: Rowe@iie.org.

IIE and Ford may include information about your grant in their periodic public reports. You may publicly identify Ford as the source of funding for the activities you will carry out under this grant.

In all correspondence concerning this grant, reference should be made to the grantee number designated on the first page of this letter.

On behalf of IIE, may I extend every good wish for the success of this endeavor.

Sincerely,

AGREED:



Mark Lazar
Vice President
Global Scholarship and Learning Programs



Ms. Kaiser on behalf of Foundation for National Progress



Printed Name in Native Language



Date

cc: Barbara Raab, the Ford Foundation

Grantee: *Foundation for National Progress*
IIE Program number: FF12H07
Grantee number: 66012812
SRF#: 22643

APPROVED BUDGET

Domestic Travel	\$4,000.00
Lodging	\$3,500.00

TOTAL: \$7,500.00