

## Tree Research and Education Endowment Fund (TREE Fund) Grant Agreement

Grant #: (To Be Determined)

**Scope of Agreement:** By its signature on page two of this agreement, (*University or Institution*) accepts grant # (*to be determined*)'s terms and conditions, which govern the payment and use of any funds granted by Tree Research and Education Endowment Fund, hereafter "TREE Fund." This agreement is considered to include the initial request for proposals, the supporting documentation provided with the grant application, and any supplemental information contained in the award notification letter dated (*to be determined*) transmitting this agreement and any attachments to this agreement. (*University or Institution*) is responsible for the expenditure of funds and for maintaining adequate supporting records consistent with generally accepted accounting practices.

**Use of Funds:** Funds provided by this grant and any income earned thereon may be spent only in accordance with the original grant request and budget as submitted to TREE Fund, unless amended by mutual agreement. Any variation in the project or budget must be submitted to and approved in writing by TREE Fund in advance of changes being implemented. No funds provided by TREE Fund may be used for any political campaign or to support attempts to influence legislation of any governmental body other than through making available the results of non-partisan analysis, study and research. Any grant funds or income earned thereon not expended for defined purposes of the grant must be returned to TREE Fund.

**Reporting Requirements:** Interim and Final Report templates are attached to this agreement. The final report must supply sufficient information for TREE Fund to determine that the grant was used for the purposes intended and for TREE Fund to fulfill its own public reporting requirements.

**Payment Terms:** This grant will be paid in (*to be determined*) installments. A first payment in the amount of (*to be determined*) will be sent (*to be determined*) following receipt of an executed copy of this agreement and related documents. A payment in the amount of (*to be determined*) will be sent upon receipt and approval of an interim progress report due no later than (*to be determined*). A payment in the amount of (*to be determined*) will be sent upon receipt and approval of a final report due no later than (*to be determined*).

**Liability:** Each party to this Agreement shall be solely responsible for any and all actions, suits, damages, liability or other proceedings brought against it as a result of any alleged negligence, misconduct, error or omission of any of its officers, agents or employees engaged in this Agreement's defined scope of work, and each shall continue to enjoy all rights, claims and defenses available to it under law.

**Publicity:** The Principal Investigator must submit findings for publication to relevant professional journals, i.e. *Arboriculture and Urban Forestry*, *Urban Forestry & Urban Greening*, *Arboricultural Journal*, *Trees: Structure and Function*, *Journal of Horticultural Science and Biotechnology*, *Plant Pathology*, *Hortscience*, *Horticultural Science*, *Sustainable Development*, *Landscape and Urban Planning*, *Journal of Urban Health*, *Environment and Urbanization*, *Urban Ecosystems*, etc. TREE Fund is a public 501(c)3 charity tasked by law not only with funding scientific research, but also disseminating its results. Widespread publicity for grants issued by TREE Fund has direct positive impact on all initiatives designed to secure funding for future research and education projects. (*University or Institution*) and (*Principal Investigator*) agree to credit TREE Fund at conference presentations, in press releases, programs, announcements, feature stories, and print materials produced in conjunction with this grant.

## ACCEPTANCE

For: (University or Institution)

For: TREE Fund

\_\_\_\_\_  
Print or Type Name

\_\_\_\_\_  
J. Eric Smith, President and CEO

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

*Note: This agreement must be signed by an authorized representative of the receiving institution other than the Principal Investigator of the project.*

Attachment:

Interim and Final Report template