



GSF Award Letter General Support Unrestricted

{Current Date}

{Contact First Name} {Contact Last Name}
{Contact Occupation}
{Organization Name}
{Organization Address}
{Organization City}, {Organization State} {Organization Zip Code}

Re: Grant No. {Request ID}

Dear {Contact Salutation} {Contact Last Name},

I am pleased to inform you that General Service Foundation has approved a general support grant in the amount of {Request Amount} to {Organization Name}.

In an effort to reduce burdens on grantees, we have streamlined our reporting process. In place of a narrative report, we ask that you schedule a phone call with your program officer before reapplying for funding to share information about how the grant furthered your work. While we do not require an interim call, we invite you to be in touch with us to share your work and to let us know if we can be helpful. The phone call with your program officer should be completed no later than two months after {Date.}

This grant to your organization is for unrestricted general support. We are happy to consider your organization for future funding after {Date}.

The grant terms and conditions are attached to this letter. If they are acceptable to you, please sign and deposit the enclosed check.

We are happy to support the important work of your organization and wish you much success in your efforts.

With best wishes,

Dimple Abichandani
Executive Director

General Service Foundation Grant Agreement

By depositing the enclosed check, your organization agrees to the following terms and conditions:

1. This grant is for general support of your organization. Please contact your program officer if circumstances require a substantial deviation from your charitable purposes.
2. Your organization retains full discretion and control over the selection of any sub-grantees or individuals to carry out the work set forth in your proposal. In doing so, your organization will act completely independently of General Service Foundation.
3. Funds received under this grant will be used exclusively for charitable religious, charitable, scientific, literary, or educational purposes.
4. Your organization agrees that none of the funds contributed will be used in contravention of the requirements of Internal Revenue Code Section 501(c)(3). Your organization also agrees that, for any period in which the General Service Foundation makes payments under this grant, your organization's charitable purposes and mission will remain substantially the same.
5. Your organization agrees to repay any portion of the grant which is not used for your organization's current charitable purposes. Should your organization transfer substantially all its assets, merge, approve a plan of dissolution, or become insolvent, you agree to notify your program officer promptly and acknowledge that such circumstances may lead General Services Foundation, in its sole discretion, to cease any further funding of your organization under this or any other grant.
6. This grant is not earmarked for any attempt to influence legislation. Thus, any use of grant funds by your organization for such activities constitutes a decision of your organization that is wholly independent of General Service Foundation.
7. Funds received will not be used to influence the outcome of any specific election for candidates to public office, or to carry on, directly or indirectly, any voter registration drive, unless you and your voter registration drive meet the requirements of Section 4945(f) of the Internal Revenue Code.
8. The total amount of this grant or any payment thereof may be discontinued, modified, or withheld at any time, if in the judgment of General Service Foundation, such action (i) is warranted because grant funds are not being used as required by this letter or (ii) is necessary to comply with the requirements of law, regulations or rulings.
9. This letter constitutes General Service Foundation's and your organization's entire agreement with respect to this grant, the terms of which may not be amended or modified, except in writing signed by both of us.

Enclosures

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