



# THE SALAH FOUNDATION

## Challenge Grant Documentation Form

A. General Information about Applicant	
Applicant Name (legal)	
Tax ID	
Name of event, if any	
Person responsible for grant administration (and title)	
Address	
Email	
Telephone	
Fax	

B. Executive Summary
Provide an executive summary of challenge, not to exceed two hundred (200) words.

C. Challenge Budget. <i>The following categories are included for illustrative purposes and may not be appropriate for a particular challenge. Your organization should feel free to modify the categories below as appropriate.</i>	
<b>Challenge Revenue (For purposes of revenue, please do not include in-kind donations. However, if an in-kind donation has been liquidated, you may include the value of cash received.)</b>	
Ticket Sales	
Silent Auction	
Live Auction	
Sponsorships	
Individual Donations	
Other (please specify)	
<b>Revenue Subtotal</b>	
<b>Challenge Expenses</b>	
Food and Beverage Costs	
Entertainment	
Venue	
Marketing	
Individual Donations	
Other (please specify)	
<b>Expenses Subtotal</b>	
<b>NET TOTAL (Revenue Subtotal – Expenses Subtotal)</b>	

Submission
By submitting this Challenge Grant Documentation Form, your organization is certifying that the information is true, accurate and complete. Submit form to <a href="mailto:nburpee@salahfoundation.org">nburpee@salahfoundation.org</a>

## Salah Foundation

### GRANT TERMS AND CONDITIONS

1. Progress Report. Within twelve (12) months from the date of this letter, the Grantee will be required to submit a progress report (the "Report"). Please be on the lookout for an email containing the exact due date for the Report, as well as a link that will enable the Grantee to submit the Report online. To ensure you receive this email, please add @foundationsource.com to your email whitelist. If the Report is late because of any reason related to turnover within the Grantee's organization, the Grantee will not be able to submit a grant application to the James and Beatrice Salah Charitable Trust (the "Salah Foundation") for a period of five (5) years, which will commence on the date the Report was first deemed untimely.
2. Challenge Grant Documentation Form. If the Grantee received a challenge or matching grant, the Grantee will be required to submit an acceptable Challenge Grant Documentation Form in order to receive the funds. Please note the submission of the Challenge Grant Documentation Form is a requirement separate from the required Report described above.
3. Publicity Policy. Should the Grantee decide to acknowledge this grant publicly, the Grantee is required to comply with the Salah Foundation's Publicity Policy, which can be found at [www.salahfoundation.org](http://www.salahfoundation.org).
4. Photographs. The Grantee is permitted to send no more than three (3) photographs or other images (the "Images"), each Image no larger than 500kb, to the Salah Foundation at [pictures@salahfoundation.org](mailto:pictures@salahfoundation.org) for its use. If the Grantee provides Images, the Grantee is confirming its authority to distribute Images for further use, is confirming consent to such use, and agrees to indemnify the Salah Foundation for any liability associated with its use of the Images on the Salah Foundation's website.
5. Challenge or Matching Grants. If the Salah Foundation commits to match funds raised from other private (non-government) donors, the Salah Foundation will match funds received from individual donors, corporations, or foundations, but only if no goods or services are received by the donor.
6. Tax- Exempt Status. The Grantee represents and warrants that it is exempt under Internal Revenue Code Section 501(c)(3) and is currently classified as a public charity pursuant to Internal Revenue Code Section 509(a)(1), (2) or (3).
7. Expenditure of Funds. The Grantee will utilize the grant funds for the purpose indicated in the letter, and only for educational, scientific, literary, religious or other charitable purposes. This grant is not earmarked to support or carry on any voter registration drive, or to influence legislation or the outcome of any election. Thus, any use of grant funds by the Grantee for such activities constitutes a decision of the Grantee that is wholly independent of the Salah Foundation. The rules governing private foundations require that the Grantee not use any of the grant funds to satisfy a charitable pledge or obligation of any person or organization other than the Salah Foundation, or to provide any tangible economic benefit to any Foundation manager or substantial contributor or their respective family members.
8. Return of Funds. The Grantee agrees to return any grant funds not expended for the purposes described above to the Salah Foundation. The rules governing private foundations also require the Grantee to return the enclosed grant if the Grantee is no longer recognized by the Internal Revenue Service as having the above described tax-exempt status.
9. Foundation Connection. If the Salah Foundation, alone or together with its officers, directors, trustees, substantial contributors, and the family members of the foregoing individuals, "controls" the Grantee, the grant may be subject to additional terms or rescission. Here, the term "control" means the ability to require the Grantee to make or refrain from making an expenditure. If this is the case, the Grantee may not expend any of the grant funds and must notify the Salah Foundation. Additional conditions may apply, and it may be necessary for the Grantee to return the grant funds.
10. Other Terms. These Grant Terms and Conditions encompass the entire agreement between the Salah Foundation and the Grantee, and supersede all previous understandings and agreements between the Salah Foundation and the Grantee, whether oral or written. This grant is subject to these Grant Terms and Conditions; by cashing the grant check, the Grantee indicates its agreement to these terms.