

## Show of Hands - Downtown Project Funding Agreement

Downtown Wheeling Inc awards a grant to **(NAME)** in the total amount of **(AMOUNT)** for the **(PROGRAM)**.

Your execution of one copy of this agreement at the place set forth below and the return of it to us will indicate your agreement to the following terms and conditions relative to the making and payment of the grant.

1. The proceeds of the grant shall be used exclusively for the purposes set forth in the the proposal and accompanying materials, and these funds must be used within one year of payment. No part of the grant will be used for other purposes and that your organization will promptly reimburse Wheeling Heritage for any portion of the proceeds of the grant not used for the purposes of the grant.
2. Payments of the grant will be made upon receipt of this signed grant agreement letter. You must be able to account for the receipt, obligation, and expenditure of the funds. Wheeling Heritage realizes that your project and organization may require some allowances in getting the project started, therefore a detailed budget for the use of the funds will be required.
3. You will submit a report every three months until the granted funds are used in their entirety. You must attend the next Show of Hands event, and present the progress you have made and how you have spent the funds provided through this grant.
4. All publicity regarding the project must state that funding was provided in part by the downtown community funding project Show of Hands presented by Wheeling Heritage.
5. All products and printed material must contain the statement, "This project is in partnership with Wheeling Heritage and funded in part through the downtown community funding project Show of Hands" and utilize the Show of Hands and Wheeling Heritage logos or mutually agreed upon language and visuals.
6. All physical improvements will have an appropriate identification sign with the Show of Hands and Wheeling Heritage logos.
7. All projects will be photo-documented. Video taping may be used when appropriate.

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Jake Dougherty, Executive Director of Wheeling Heritage

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name/ Project or Organization

\_\_\_\_\_  
Date