

**J.D. SHATFORD MEMORIAL TRUST**  
**P.O. BOX 192**  
**HUBBARDS, N.S. B0J 1T0**  
**[www.jdshatfordmemorialtrust.org](http://www.jdshatfordmemorialtrust.org)**  
**[info@jdshatfordmemorialtrust.org](mailto:info@jdshatfordmemorialtrust.org)**

All recipients of project grants from the J.D. Shatford Memorial Trust agree to abide by the following stipulations:

1. Grant funds will be used only for the purposes described in the grant recipient's request letter for funding and those purposes must further exclusively charitable or educational purposes described in section 170(c)(2)(B) of the United States Internal Revenue Code of 1986, as amended (the "Code").
2. No part of the grant funds will be used to attempt to influence legislation or the outcome of any specific public election, to carry on, directly or indirectly, any voter registration drive, or to undertake any activities for any purpose that would not be deemed to be a charitable or educational purpose described in Code section 170(c)(2)(B).
3. The grant, as well as income earned from any investment of the grant funds, will be maintained in a separate fund dedicated for charitable or educational purposes described in Code section 170(c)(2)(B), **unless the grant recipient sends documentation to the Trustee verifying its Canadian registered charity status (including BN number) under the signature of an authorized official of the grant recipient.**
4. The grant, as well as income earned from any investment of the grant funds, will not be expended for any other purpose without the Trustee's prior written approval.
5. The grant funds will be expended substantially in accordance with any budget included in the grant recipient's request letter for funding.
6. (a) If any part of the grant is not expended or committed for the project described in the grant recipient's request letter for funding, the grant recipient will notify the Trustee, whereupon the Trustee will have the absolute right to change the terms of or cancel the grant; and (b) if the grant is cancelled, the grant recipient agrees to return the full amount of the grant to the Trustee immediately and to provide an accounting as to the use of any expended funds.
7. The grant recipient will submit a written report to the Trustee no later than 60 days after the final expenditure of the grant funds. These reports should contain: (a) an analysis of the success of the project and a description of how it was carried out; and (b) a financial accounting as to the use and disposition of the grant funds, signed by a financial officer of the grant recipient.
8. The Trustee may monitor the progress of the project financed by the grant (including by making site visits), discuss the project, its implementation, and finances with

representatives of the grant recipient, and review records and other material, including financial records, connected with the project.

9. The grant recipient will seek prior approval from the Trustee before using the name of the Trust for anything other than standard funding lists.

**10. The terms of the grant will be governed by the laws of the State of New York.**