



The Prince George Rotary Foundation
P.O. Box 4
Prince George, VA 23875
Helping people here an around the world

LETTER OF AGREEMENT

Beth Christy, DECA Sponsor
NB Clements Junior High School
7800 Laurel Springs Road
Prince George, VA 23875

January 30, 2017

Dear Ms. Christy:

Congratulations! The Rotary Club of Prince George County Charitable Foundation Has awarded the NB Clements Junior High School DECA CLUB a grant for \$500.00, to be used for four scholarships for students to compete at the upcoming state DECA Championships in Virginia Beach in March of 2017.

This correspondence will serve as your *Letter of Agreement*, which sets forth the terms of your grant. It encompasses the specifics of your project, such as how the money will be utilized, the reporting requirements, and the evaluation process.

Please read the terms of this Letter to ensure that you understand and agree with them. **Sign the Agreement, keep a copy for your records and return the original to the Foundation.**

Terms of Agreement

Use of funds

This grant is strictly for the purpose stated in this letter. The funds provided may be spent **only in accordance with the specific project described in your application.**

Reporting Requirements

You must submit documentation to the Foundation no later than **three months after receiving the grant** addressing the following:

- An itemized list of purchases made with the funds;
- The extent to which your organization has met it objectives;
- Demonstration of community commitment and support for your organization; and
- How your organization delivered services and programs to the community.

Public Relations/ Communications

The Foundation requires that it be cited in some manner as a source of support for your project. We would also like to be included in any public ceremonies or special events highlighting the project.

Special Provisions

All grants are made and all funds must be used in accordance with current and applicable laws and pursuant to the Internal Revenue Code, as amended, and the regulations issued there under.

Limit of Commitment

Unless otherwise stipulated in writing, the grant is made with the understanding that the Foundation has no obligation to provide other or additional support to the grantee organization.

I trust this letter reflects your understanding of the terms of the Foundation's grant. If you have any questions about any portion of this letter, please contact me at (804) 720-4319.

Sincerely,

Shel Bolyard- Douglas, Chair
Rotary Club of Prince George Charitable Foundation

Acceptance

I agree to all terms and conditions set forth in this Letter of Agreement, and understand that funds will be disbursed in accordance with the terms described herein.

Beth Christy
Beth Christy
NB Clements Junior High School DECA Club

1/31
Date



**2016-17 DECA State Conference Online Registration
Discover Your Direction in Virginia Beach 2017!**

Invoice

CHAPTER INFORMATION
Prince George High School Kimberly Beales 7801 Laurel Spring Road Prince George, VA 23875-3328 Phone: 804-733-2720 Cell: 8044268047 Email: kbeales@pgs.k12.va.us

REMIT TO
CHECKS MADE PAYABLE TO PIEDMONT VIRGINIA COMMUNITY COLLEGE Please mail checks to Donna Roush, 7435 Patriots Landing Place, Quinton, VA 23141 for processing.

Invoice #	School #	Date	Chapter ID	P.O./Check #
16171033	171	1/22/2017	47-171	

Quantity	Description	Each	Total
1	Advisor	\$125.00	\$125.00
1	Chaperone	\$125.00	\$125.00
11	Student	\$125.00	\$1375.00
	HOTEL	\$3,197.48	\$1229.80
	38 Participants	TOTAL	\$2,854.80
6	SLC Grants	Credit	-\$600.00
		Total	\$2,254.80

By submitting this registration I agree to pay the state registration.

- Registration must be paid by **February 10th**.
- The last day for refunds is **February 12th**.
- After February 10th a 10% late fee will be added to the registration total (excluding lodging).
- Substitutions can be made until **February 22nd**

INDIVIDUALS

ID/Name	Event(s) / Items	No Show
1710027 Ashcraft, Molly (Student)	SLDA : Leadership Development Academy	
1710035 Beaver, Erin (Student)	PMK : Principles of Marketing	
1710028 Ingargiola, Alessia (Student)	SM : Social Media - VA Only	
1710029 Kei, Kacey (Student)	SELL : Selling - VA Only	
1710030 Marks, Carter (Student)	PFN : Principles of Finance	
1710031 McCabe, Macie (Student)	JI : Job Interview - VA Only	
1710036 Radford, Sara (Student)	PFN : Principles of Finance	
1710032 Robinson, Naya (Student)	SELL : Selling - VA Only	
1710037 Rook, Elizabeth (Student)	JI : Job Interview - VA Only	
1710033 Sanford, Gabriel (Student)	PBM : Principles of Business Management and Administration	
1710034 Wright, De'Jah (Student)	SELL : Selling - VA Only	
1710038 Christy, Elizabeth (Beth) (Advisor)		
1710039 Sakas, Tasha (Chaperone)		