



October 16, 2020

Mrs. Tiffany Hynes  
67 Hall Street  
Grantsburg, IL 62943

Dear Mrs. Hynes:

I am delighted to inform you that the Board of Directors of the NEA Foundation has awarded a *COVID-19 Response Student Success Grant* to you in the amount of \$5,000 for a grant period beginning upon execution and extending through October 16, 2021. Congratulations! We commend you for your outstanding work.

This grant supports the work described in your *COVID-19 Response Student Success Grant Application* submitted for our July 15, 2020 review date. Upon our receipt of the signed grant agreement enclosed with this letter, the NEA Foundation will send a check for \$4,500 to Livingston County Board of Education, to the fiscal agent designated on your original application. Our final \$500 payment will be sent upon acceptance of the final report for the grant.

**We have enclosed two documents: a contract and the NEA Foundation's general reporting guidelines. You must accurately and fully review and sign the contract and return it to the Foundation in order to receive payment.**

**By accepting this grant, you agree to comply with all of the terms specified in this letter, the signed contract, the original application, and the published guidelines of the *Student Success Grants* program. If you wish to modify your original proposal at any time during your grant period, you must contact Meghan Berka, the NEA Foundation's Program Officer (mberka@nea.org), for approval.**

Thank you for your hard work and commitment to the importance of high-quality public education. Your proposal was selected from a highly competitive national pool of applications and demonstrates your extraordinary effort to bring excellence to your students.

We look forward to the results of your activities.

Sincerely,

Sara A. Sneed  
President and CEO

**THE NEA FOUNDATION GRANTS AGREEMENT**

Please review the grant agreement to ensure your information is correct, and send a confirmation to Meghan Berka (mberka@nea.org). After NEA Foundation staff receives your confirmation and the President & CEO signs your grant agreement, you will receive an automatic email from echosign@echosign.com, prompting you to add your digital signature. If you've designated a fiscal sponsor, the point-of-contact at that organization will receive an email allowing them to review and sign the agreement, after you've submitted your signature. For questions related to this agreement please contact **Meghan Berka, Program Officer at 202.822.7865 or mberka@nea.org.**

**Once the NEA Foundation (the Foundation) has received this information, your initial grant check will be mailed to you or the fiscal sponsor that was designated on the original application.**

**Grantee Name:** Mrs. Tiffany Hynes**Telephone:** 618.759.1568**Home Address:** 67 Hall Street  
Grantsburg, IL 62943**Email:** tiffany.hynes@livingston.kyschools.us**Official School Name (school):** Livingston County Middle School  
(e.g., John F. Kennedy Middle School **NOT** Kennedy Middle)**Fiscal Agent (if applicable):** Livingston County Board of Education  
Attn: Victor Zimmerman, Superintendent  
127 East Adair Street  
Smithland, KY 42081**Amount Granted:** \$5,000**Grant Period:** Upon Execution - October 16, 2021**Final Report Due:** November 16, 2021

**Approved Grant Program:** *In order to ensure equitable access to education during the pandemic, Mrs. Hynes and Mrs. Travers will obtain Chromebooks for students in need. While the school has obtained access to personalized virtual learning content through Discovery Education and IXL, not all students are able to access the content. By increasing the number of students who have personal technology devices, the school is ensuring more students are prepared to succeed in a hybrid learning environment.*

The NEA Foundation provides funding for the above detailed project subject to the following terms and conditions:

- **Reference your project number (upper-right) with all questions, exchanges, and documentation.**

The grant is to be used only for the purpose specified above and is awarded subject to the conditions set forth in this agreement. By accepting this grant, the grantee agrees to carry out the activities described in the original application. Any modifications to the original application must be submitted in writing to Meghan Berka, the Foundation's Program Officer, for review and approval.

Tiffany Hynes

File #: 58-COVID19\_SS10


- Grantees that have a school, school district, or local NEA affiliate as their fiscal agent must include the entity's Employer Identification Number when returning the signed agreement. If the fiscal agent is a 501(c)(3) nonprofit organization, the grantee must include the organization's tax exemption letter with the signed agreement. Failure to provide these documents will result in a hold on grant funds.
- Upon completion of the project, but no later than **November 16, 2021, the grantee will submit to the Foundation a final report including financial information, a narrative account of project activities, and additional materials and resources.** Guidelines for the final report are enclosed. Failure to submit this report will make the grantee and any partner(s) ineligible to receive another grant from the NEA Foundation.
- **The NEA Foundation will hold 10% of Student Success and Learning & Leadership Grants in the amount of \$5,000 until the grantee has submitted her/his final report.** Upon receipt of the final report, completed in accordance with the enclosed guidelines, the NEA Foundation will award the grantee or the fiscal agent the remainder of the grant funds. **Payment of the final \$500 will be forfeited if the grantee fails to submit a final report within 90 days of the reporting deadline.**
- The grantee is responsible for the expenditure of granted funds and for maintaining adequate supporting records. In addition, the NEA Foundation reserves the right to follow up the grant award with evaluation site visits, requests for interim narrative and financial reports, and requests for other progress reports regarding the development of the project/program.
- The grantee agrees to promptly notify the NEA Foundation of personnel changes that may lead to new lead and/or partner grantee(s).
- All materials purchased with grant funds are the property of the designated fiscal sponsor. If a fiscal sponsor has not been designated, all materials purchased with grant funds are property of the lead applicant.
- The grantee agrees to all the terms and conditions of the grant award as outlined in the application materials and the cover letter to this form. S/he also certifies that s/he is not an employee, member of the board of directors, or immediate family member of the staff and board of the NEA Foundation.
- The grantee consents to the unlimited use by the NEA Foundation and approved partners of her/his image in any form, including but not limited to digital media, film, audio recording, or still photography, in connection with any Foundation and/or approved partners publicity or communications effort. These efforts may include, among other things, publications, videos, and websites.
- The grantee agrees that the NEA Foundation and approved partners may have unlimited use of any program information, media, or text from communications that s/he submits to either of them, in connection with any Foundation and/or approved partners publicity or communications effort, as described above.
- The grantee further agrees that neither NEA Foundation nor approved partners will compensate her/him in money or otherwise for the consents granted above.
- The grantee agrees that grant funds will not be used to support partisan political activity or religious activity.



Tiffany Hynes

File #: 58-COVID19\_SS10

- The grantee agrees that the NEA Foundation assumes no responsibility for student safety in regard to work or travel related to this grant project.
- The grantee agrees to maintain financial and project records for three years after the end of the grant period.
- **This grant offer will expire 60 days after the offer date if the agreement is not signed and received by the NEA Foundation within that time frame.**
- Grantee agrees to indemnify and hold the NEA Foundation harmless from any liability, loss or damage it may suffer as a result of claims, demands, costs or judgments against the NEA Foundation arising out of the activities, or claimed activities, to be carried out pursuant to the obligations of this grant.

Foundation signature:  Date: Oct 22, 2020  
Sara A. Sneed, President and CEO

Grantee signature:  Tiffany Hynes (Oct 22, 2020 07:41 CDT) Date: Oct 23, 2020

Fiscal Sponsor signature:  Date: Oct 23, 2020