



THE LAURA BUSH FOUNDATION  
FOR AMERICA'S LIBRARIES



Dear Mill Creek Leadership Academy,

Congratulations! The Laura Bush Foundation for America's Libraries is pleased to award your school a \$5,000 grant in response to your recent application.

Please take note of these next steps:

- 1) Please sign, date, and return the Grant Agreement as soon as possible. This will be sent to the library media specialist and Principal via Sertifi as an email. Once we receive the signed agreement, we will arrange for payment as outlined in our Grant Agreement.
- 2) Per the grant guidelines of the Laura Bush Foundation, the grant is to be used to purchase school library books, e-books, and magazine requests as outlined in your grant application. Use of the funds for shelving or furniture of any kind, equipment (i.e.: computers, electronic readers, Kindles, etc.), staffing, software, videos, guides, tests or exams, classroom book sets, or similar items, is prohibited.
- 3) This award is under a temporary embargo from public disclosure, which means that your school cannot yet announce publicly that you have received this grant. We will send you an update in May with the date you can share this information and a draft press release for your use.
- 4) At the end of the grant cycle you will be asked to submit a grant report on how the funds were used. No documentation from you is required until these forms are distributed via email in April 2022.

Please contact us if you have any questions about your 2021 school library grant. We appreciate your commitment to improving your school library, and we look forward to hearing how your students have enjoyed their new books!

**Anne Wicks**  
**The Ann Kimball Johnson Director of Education Reform**

**GRANT AGREEMENT  
CONCERNING THE FUNDING COMMITMENT  
BY THE GEORGE W. BUSH FOUNDATION'S  
LAURA BUSH FOUNDATION FOR AMERICA'S LIBRARIES FUND  
IN SUPPORT OF SCHOOL LIBRARIES**

This Grant Agreement (the "Agreement") is made by and between The George W. Bush Foundation's Laura Bush Foundation for America's Library Fund (the "Foundation"), a not-for-profit corporation based in Dallas, Texas and Mill Creek Leadership Academy (the "Grantee"). This is a grant by the Foundation to the Grantee and is not a contract for services.

**EFFECTIVE DATE:** The Effective Date of this grant shall be June 1, 2021.

**PURPOSE:** The purpose of this grant is to provide \$5,000 to the Grantee to be used as described in the grant application. Payments will be made as outlined in the Payment Schedule section of this agreement. Reporting will be required as is noted below.

These funds may be used to purchase books, e-books, and magazines as outlined in the application. Use of the funds for shelving or furniture of any kind, equipment (i.e.: computers, electronic readers, Kindles, etc.), staffing, software, videos, guides, tests or exams, classroom book sets, or similar items, is prohibited.

**GRANT PERIOD:** The period of this grant shall begin on the Effective Date and shall conclude on December 31, 2021.

**PAYMENT SCHEDULE:**

- \$5,000 Payable within 30 days of this agreement being fully executed.

**TAX STATUS:** Grantee confirms that it has been determined by the Internal Revenue Service to be an organization described in section 501(c)(3) of the Internal Revenue Code of 1986, as amended ("Code"), that it is not a private foundation as described in section 509(a) of the Code or a supporting organization as described in section 509(a)(3) of the Code, and that this determination has not been revoked or modified and continues in full force and effect. If the determination is revoked or modified, Grantee agrees to notify the Foundation immediately.

**ADMINISTRATION:** The grant will be used solely as described in the Grantee's grant application. Funds may not be used for other purposes. Any funds not expended at the end of the grant period may be required to be returned to the Foundation.

**REPORTING:** Grantee will provide the Foundation with a grant report within 30 days of the end of the Grant Period. Details of required grant reporting are outlined in *Attachment A*.

**GOVERNING LAW:**

This Agreement shall be governed by the laws of the State of Texas applicable to contracts to be performed entirely within the State.

**ACKNOWLEDGEMENT OF GRANT SUPPORT:**

The Grantee agrees that any public acknowledgement for this grant will refer to "Laura Bush Foundation for America's Libraries." Public announcement of this grant should be coordinated with and approved by the Foundation. This award is under a temporary embargo from public disclosure with details to follow in May from the Laura Bush Foundation with a date as to when recipients can share they are receiving the grant with the public, including media.

**RECORDKEEPING:**

Grantee shall keep adequate records of its expenditures from the grant funds. Grantee shall make its records pertaining to the grant funds available to the Foundation at reasonable times for review and audit and shall comply with all reasonable requests of the Foundation for information regarding use of grant funds. Grantee shall keep copies of all records related to this grant and all reports to the Foundation for at least four years after Grantee has expended the last of the grant funds.

[REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

**FORMAL ACCEPTANCE:** The signatures of the parties affixed below will constitute acceptance of the terms of this Agreement. The terms set forth above along with the grant application and Attachment A hereto, constitute the full and complete agreement between the parties, any other prior agreements, oral or written, are hereby superseded and terminated. Any modifications thereto must be agreed to by the parties, set forth in writing, and signed by the parties.

**AUTHORITY TO SIGN:** Each of the parties herein represents and warrants that the execution, delivery, and performance of this Agreement has been duly authorized and signed by a person who meets statutory or other binding approval to sign on behalf of its business organization as named in this Agreement.

**SIGNATURES**

FOR THE GEORGE W. BUSH FOUNDATION'S  
LAURA BUSH FOUNDATION FOR AMERICA'S LIBRARIES FUND

FOR Mill Creek Leadership Academy

W-9  
Vendor Information Form

## Attachment A

One grant report is required and will be due no later than April 30, 2022. Please send the grant reports via email to [laurabushfoundation@bushcenter.org](mailto:laurabushfoundation@bushcenter.org). A reminder will be sent to the Grantee. The report requires the following data and information:

- 1) Did you expend all the grant funds? If not, please explain why not.
- 2) Please provide details on how grant funds were expended: for example, the number of titles purchased, and the amount spent on each category of materials like books, E-books, periodicals, etc.
- 3) Briefly describe the need(s) this grant has addressed and the impact it has had on your library, the Grantee, and your students.
- 4) Is there any additional information you would like the Laura Bush Foundation for America's Libraries Fund to know about this grant, your school, your library, or your community?

