

# Urban League Batch Receipts 2020

## CHECK DEPOSIT FORM v.3

General \_\_\_\_\_

ThriftWorks \_\_\_\_\_

Grants \_\_\_\_\_

Other \_\_\_\_\_

### Department Processing Information

DATE: 01/08/2020

SOURCE OF FUNDING: \_\_\_\_\_

**Victoria Foundation**

### Special Comments or Instructions

Description of Program: 2020 Grant - \$150,000.00 General operating support and \$55,000.00 to  
hire Organizational and workforce development consultants

Batch # 20 - 01 - 06

AMT OF CHECK/ACH \$205,000.00

### Bank Account Deposit Information

Debit - Operating : 3973 - BOA QUICKBOOKS GL # 1010

Credit -- Acct #	<u>2301 - Def Rev - Victoria</u>	Class	<u>610 - LED</u>	Amount	<u>\$205,000.00</u>
------------------	----------------------------------	-------	------------------	--------	---------------------

Credit -- Acct #	_____	Class	_____	Amount	_____
------------------	-------	-------	-------	--------	-------

Credit -- Acct #	_____	Class	_____	Amount	_____
------------------	-------	-------	-------	--------	-------

Credit -- Acct #	_____	Class	_____	Amount	_____
------------------	-------	-------	-------	--------	-------

Posting Date \_\_\_\_\_

P Mise  
Accountant Signature

**ENTERED**

Stamp Area

P Mise \_\_\_\_\_

R G Ward \_\_\_\_\_

RGW

## Operating: Account Activity Transaction Details

**My Description:** Victoria Foundation**Post date:** 01/08/2020**Amount:** 205,000.00**Type:** Deposit #6**Description:** Preencoded Deposit**Merchant name:** Preencoded Deposit**Transaction category:** Income: Deposits

ORIGINAL DOCUMENT PRINTED ON ENERGY-SENSITIVE PAPER WITH MICROPRINTED SECURITY

**VICTORIA FOUNDATION, INC.**  
31 MULBERRY STREET  
NEWARK, NJ 07102

**PNC BANK**  
PNC Bank, N.A.  
New Jersey  
65-789/312

451

12/23/2019

PAY TO THE ORDER OF Urban League of Essex County

\$ \*\*205,000.00

Two Hundred Five Thousand and 00/100 DOLLARS

508 Central Avenue  
Newark, NJ 07107-1430

MEMO

*[Signature]*

000451 031207607 8101451615

GL2301 Def Rev-Victoria  
Class 610

Deposit List

URBAN LEAGUE OF ESSEX COUNTY

List of Deposits

For Today

Tasks	Create Date	Deposit Number	Account Name	Amount (\$)	Number of Items	Status	Deposit ID
	01/08/20 04:23 PM	000073	000238003973 - URBAN LEAGUE OF ESSEX CTY	205,000.00	2	Received	3200037967140
1							

All 5 10 20 50

Showing: 1 - 1 of 1

ORIGINAL DOCUMENT PRINTED ON CHEMICAL REACTIVE PAPER WITH MICROPRINTED BORDER

**VICTORIA FOUNDATION, INC.**  
31 MULBERRY STREET  
NEWARK, NJ 07102



PNC Bank, N.A.  
New Jersey  
55-760/312

451

12/23/2019

PAY TO THE  
ORDER OF

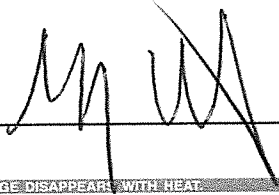
Urban League of Essex County

\$ \*\*205,000.00

Two Hundred Five Thousand and 00/100\*\*\*\*\* DOLLARS

508 Central Avenue  
Newark, NJ 07107-1430

MEMO



THIS DOCUMENT CONTAINS HEAT SENSITIVE INK. TOUCH OR PRESS HERE. RED IMAGE DISAPPEARS WITH HEAT.

⑈000451⑈ ⑆031207607⑆ 8101451616⑈

VICTORIA FOUNDATION, INC.

451

Urban League of Essex County

Date	Type	Reference	Original Amt.	Balance Due	Discount	Payment
12/23/2019	Bill	2019147	205,000.00	205,000.00		205,000.00
				Check Amount		205,000.00

Grants Checking Acco

205,000.00



31 Mulberry Street, 5<sup>th</sup> Floor, Newark, NJ 07102  
973-792-9200 • Fax: 973-792-1300 • [www.victoriafoundation.org](http://www.victoriafoundation.org)

December 10, 2019

Vivian Cox Fraser  
President and CEO  
Urban League of Essex County  
508 Central Avenue  
Newark, NJ 07107-1430

Award # 2019147

Dear Ms. Cox Fraser:

On behalf of the trustees of Victoria Foundation, I am pleased to inform you of their decision to provide Urban League of Essex County a grant of \$205,000 (\$150,000 for general operating support and \$55,000 to hire organizational and workforce development consultants) for over 12 months (January 1, 2020 - December 31, 2020).

As stated earlier this year, and referenced in the letter attached, Victoria trustees have decided to make 2020 a year of reflection and planning. Throughout 2020, Victoria plans to pause its grantmaking and will not accept proposals for review. Given this decision, and so as not to disrupt your vital work, we are pleased to let you know that this project has been approved for a second-year of support of \$205,000 (\$150,000 for general operating support and \$55,000 to hire organizational and workforce development consultants), to be used during the subsequent 12-month grant period, starting January 1, 2021 through December 31, 2021. We will release the second-year payment in December 2020, so long as all of the contingencies are met as stated in the attached Grant Agreement, including satisfactory progress made on the benchmarks.

It is the intention of the trustees that this grant be used in the following manner: to provide general operating support and capacity-building to hire organizational and workforce development consultants.

**Benchmarks:**

- Continue to serve 300 children in education and youth programs;
- Provide housing, foreclosure counseling, and rental assistance;
- Provide public benefits screenings, social service referrals and emergency assistance, employment and career counseling, and financial education workshops for at least 400 Newark residents through the Financial Opportunity Center;
- Continue community development and engagement work in the Fairmount neighborhood;
- Build and sell six affordable homes to Newark residents;
- Secure consultants to assist with organizational development and workforce development; and
- Continue to work with BoardSource on board development.

The attached Grant Agreement describes the terms and conditions of this award. Please review, sign, and upload a signed copy of the Agreement to our online portal **within 14 days of receipt of this letter** (see

instructions included in the Grant Agreement). Upon receiving the signed Terms, we will disburse the first payment of the grant award.

If you have any questions regarding this award, please do not hesitate to contact Deputy Director Craig Drinkard, at [cdrinkard@victoriafoundation.org](mailto:cdrinkard@victoriafoundation.org). For other questions regarding payments or technical issues, please contact Grants Manager Erin Johnstone at [ejohnstone@victoriafoundation.org](mailto:ejohnstone@victoriafoundation.org).

We are pleased to have the opportunity to provide this support and we send our best wishes for your continued success.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Irene Cooper-Basch". The signature is fluid and cursive, with the first name "Irene" being more prominent.

Irene Cooper-Basch  
Executive Officer

## **GRANT AGREEMENT**

Organization Name:	Urban League of Essex County
Award #:	2019147
Project Title:	General Operating Support
Year 1 Grant Amount And Term	\$205,000 January 1, 2020 – December 31, 2020
Year 2 Grant Amount And Term	\$205,000 January 1, 2021 – December 31, 2021
Program Officer:	Craig Drinkard, cdrinkard@victoriafoundation.org

The trustees of Victoria Foundation (the “Foundation”) have approved a grant (the “Grant”) to your organization, Urban League of Essex County, (the “Grantee”), as detailed above, and pursuant to the terms of this Grant Agreement (this “Agreement”). The Agreement contains the terms and conditions of the grant. To accept the terms and conditions: review, sign, and upload the signed Agreement to our online portal within 14 days of receipt of this letter (see instructions included on final page). In all future correspondences regarding this grant, we ask that you reference your Award number listed above. We will release payment(s) as scheduled once we have received your signed Agreement.

### **PAYMENT SCHEDULE**

We anticipate that this grant will be paid on the following schedule:

Payment Number	Amount
1: Upon receipt of signed Grant Agreement	\$205,000.00
2: In December 2020*	\$205,000.00

\*Future disbursement of funds to the Grantee will be contingent upon satisfactory progress on the Benchmarks described below, the continued overall fiscal and organizational health of the Grantee, and the amount of unexpended funds from year one.

### **BENCHMARKS**

Below are the agreed upon goals and outcomes for this grant. You are required to obtain written approval from Craig Drinkard prior to making any changes to these benchmarks:

- Continue to serve 300 children in education and youth programs;
- Provide housing, foreclosure counseling, and rental assistance;
- Provide public benefits screenings, social service referrals and emergency assistance, employment and career counseling, and financial education workshops for at least 400 Newark residents through the Financial Opportunity Center;
- Continue community development and engagement work in the Fairmount neighborhood;
- Build and sell six affordable homes to Newark residents;
- Secure consultants to assist with organizational development and workforce development; and
- Continue to work with BoardSource on board development.

## **GRANT REPORTING**

The Grantee agrees to submit online the following reports, and any other report(s) the Foundation may request.

Type of Report	Report Due Date
Interim Progress Report (January 1, 2020 – October 15, 2020)	November 1, 2020
Final Report (October 15, 2020 – December 31, 2021)	January 15, 2022

These reports will include:

- a. A narrative that details progress made towards the Benchmarks described above, along with challenges encountered, if any; and
- b. A financial report detailing the manner in which the funds were spent.

Reports will be made available in your organization's online portal approximately 60 days prior to the due date. When the report is available, a notification email will be sent to the person who submitted the application.

## **TAX-EXEMPTION**

The Grantee represents and confirms they are exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code") and are not a private foundation within the meaning of Section 509(a) of the Code. You agree to inform the Foundation immediately of any change in (or IRS proposed or actual revocation of, whether or not appealed) your tax status. The Grantee is also required to return the grant funds to the Foundation immediately if you lose your exemption from federal income tax under Section 501(c)(3) of the Code.

## **USE OF GRANT FUNDS**

The Grantee will utilize the funds only for the tax-exempt purpose as described in the grant application and subsequent grant Award Letter and Agreement. The Grantee will not use any of the grant funds to undertake any activity for any purpose other than that permitted by law and your tax-exempt status. You hereby certify that no goods or services were provided to the Foundation in exchange for or in consideration of this grant. The Grantee will maintain records of receipts and expenditures and make the records available to the Foundation as requested.

## **RETURN OF GRANT FUNDS TO FOUNDATION**

The Foundation has the right at its discretion to terminate or suspend the grant, withhold payment, or request a return of grant funds if:

- a. It is necessary to comply with any requirements of the law, including but not limited to, the loss of your exemption from federal income tax under Section 501(c)(3) of the Code;
- b. You fail to comply with any of the terms or conditions of this Grant Agreement; or
- c. The Foundation is not reasonably satisfied with your progress.

## **LEADERSHIP TRANSITION**

You are responsible for notifying the Foundation if or when there is a leadership transition within your organization or staff related to this grant. Please contact your Program Officer Craig Drinkard at [cdrinkard@victoriafoundation.org](mailto:cdrinkard@victoriafoundation.org), and Grants Manager Erin Johnstone, [ejohnstone@victoriafoundation.org](mailto:ejohnstone@victoriafoundation.org).

## **ADDENDUMS**

This Grant Agreement, including any amendments, may be executed in addendums which, when taken together, will constitute one Grant Agreement. Copies of this Grant Agreement will be as equally binding as originals.

### **GRANT AGREEMENT**

Organization Name:	Urban League of Essex County
Award #:	2019147
Project Title:	General Operating Support
Year 1 Grant Amount And Term	\$205,000 January 1, 2020 – December 31, 2020
Year 2 Grant Amount And Term	\$205,000 January 1, 2021 – December 31, 2021
Program Officer:	Craig Drinkard, cdrinkard@victoriafoundation.org

On behalf of Urban League of Essex County, I understand and agree to the foregoing terms and conditions of the Victoria Foundation Award Letter and Agreement and hereby certify my authority to execute this agreement.

Signature: Vivian Cox Fraser

Name: VIVIAN COX FRASER  
(Type or print)

Title: PRESIDENT / CEO

Date: 12/26/2019

#### **TO RETURN THE SIGNED AGREEMENT:**

1. Navigate to the online portal via following link: [https://www.GrantRequest.com/SID\\_5644?SA=AM](https://www.GrantRequest.com/SID_5644?SA=AM)
2. Log-in using the email address and password of the person who submitted the original application
3. Click on the Requirements tab in the upper left-hand corner
4. Choose "Acceptance Agreement"
5. Follow the instructions to upload the ENTIRE Grant Agreement, including this signed page, to the online portal
6. Click "Submit"