



## Micro-Grant Acceptance Agreement

Project ID: \_\_\_\_\_ Project Funding Total: \_\_\_\_\_ Account Number: \_\_\_\_\_

Project Title: \_\_\_\_\_

Sourced from student fees under strict parameters, the use of Aggie Green Fund (AGF) monies is stewarded by the Aggie Green Fund Advisory Committee (AGFAC). In accepting AGF funds, the grantee agrees to abide by the following AGFAC terms and conditions:

1. The grant may only be used to complete the Project listed above, as per the submitted grant application and AGFAC approval.
2. The grantee must use the dispersed AGF monies for the Project as stated in the application. Changes to original budget categories >10% must be reviewed by the AGFAC through an abbreviated but detailed re-application process.
3. The grantee must follow the Standard Operating Procedure (<http://greenfund.tamu.edu/files/SOP>) outlining the use of funds.
4. The grantee must return to AGF within 30 days any unused funds or funds *not* used for the Project as described.
5. Each semester, the grantee must submit a progress or final report that includes a summary of the progress of the project, a metrics and timeline update, and a budget outlining how all funds have been spent. Reports must be submitted via WizeHive by the AGFAC deadline. High-quality photos of the project must be submitted in every report. The grantee acknowledges that all photos uploaded may be used for promotion on websites, social media, flyers, etc. If a grantee is late in submitting their mandatory reporting, their department/organization leadership will be approached and the department/organization will be ineligible to receive AGF funding until all reporting is up-to-date.
6. The grantee acknowledges the AGFAC Metrics Sanctions Policy listed in the scorecard.
7. The grantee must acknowledge AGF funding in accordance with the AGFAC Promotion Guidelines (<http://greenfund.tamu.edu/promotionguidelines.html>).
8. Failure to comply with all of the terms above will result in termination of the grant. Grantees will receive AGFAC notice and must return all funds to AGF within 30 days.

*By signing below, you agree to the terms and conditions listed above.*

### Primary Contact (Project Applicant)

Printed Name	Title	Signature	Date
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### Department Leadership (Mandatory if AGF Funds Dispersed to a TAMU Department)

*The faculty member, department head, dean, or director responsible for the AGF Funds - **Cannot Be Primary Contact***

Printed Name	Title	Signature	Date
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### For Administrative Use

Aggie Green Fund Advisory Committee Chair	Date
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Sustainability Operations Coordinator	Date
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