

From: Ted Louis-Jacques <tjacques@somervillema.gov>
Sent: Monday, August 22, 2022 10:17 AM
To: Karin Carroll <kcarroll@somervillema.gov>; Nancy Bacci <NBacci@somervillema.gov>
Subject: FW: APPROVED – The Home Depot Foundation Grant #202202723

Hi Karin,

I am thrilled to share with you that the Home Depot Foundation approved our \$10,000 grant. See below for the grant information received for the Vietnam Moving Wall event.

Most if not all of our “grants and donations” will come in the form of **services provided e-gift cards, or actual gift cards**” to be used for the goods and services directly for the **Moving Wall only**. Let me know your thoughts.

Thanks,
Ted

From: thdfoundation@smartsimplemailer.com <thdfoundation@smartsimplemailer.com>
Sent: Friday, August 19, 2022 11:45 AM
To: Ted Louis-Jacques <tjacques@somervillema.gov>
Cc: courtney_smith@homedepot.com; Ted Louis-Jacques <tjacques@somervillema.gov>; deanna_m_st_croix@homedepot.com; deanna_m_st_croix@homedepot.com; Mike_X_attar@homedepot.com; asm_2667@homedepot.com
Subject: APPROVED – The Home Depot Foundation Grant #202202723



Congratulations!

On behalf of The Home Depot Foundation, I am pleased to inform you the following grant has been **APPROVED**:

Grant ID: 202202723

Grantee: The City of Somerville Department of Veterans Services

Grant Amount: \$9,877.00

Primary Contact: Ted Louis-Jacques

Sponsoring Facility: Store 2667-Somerville (District 263)

Sponsoring Captain: Andrea Correia (asm_2667@homedepot.com)

Project Type: Team Depot Volunteer Project

Project Title: Build a veteransmoving wall

Approved Scope of Work:

Team Depot will build the frame structure to house a veterans moving wall that will list 58,000 names of service members from Vietnam.

Payment in the form of e-gift cards will be sent from a [Cashstar.com](https://www.cashstar.com) email address in the next 1-3 business days to tlouisjacques@somervillema.gov. **Please notify us immediately if this email address is incorrect.**

Once received, please work with the store to apply the payment towards the quote. By accepting or forwarding this payment, you agree to the terms and conditions noted at the bottom of this email.

VOLUNTEER PROJECT NEXT STEPS

If this grant is in support of a Team Depot volunteer project, please follow the steps below:

1. The project date submitted in your application was **10/01/2022** . Please let us know if this date changes for any reason
2. Begin recruiting volunteers and schedule associates accordingly

3. Order Team Depot volunteer t-shirts from [THDGear](#). ***Note: Projects scheduled to take place during our annual Operation Surprise campaign (Nov 1st - Dec 31st) will receive t-shirts and other promotional items automatically***

4. Ensure all associates and community/nonprofit volunteers sign the attached **Volunteer Participation Waiver** on project and prep days

5. Captains should review the **Team Depot COVID guidelines** located on the **Team Depot Toolbox** website

MEDIA & PUBLIC RELATIONS

- Any recognition regarding this grant should be made in the name of The Home Depot Foundation
- Prior to posting, please send press releases and social media content to our Public Relations team for review at TeamDepotPR@homedepot.com
- Share project photos on our [Facebook](#) or Tweet about your project using **@HomeDepotFound** and **#TeamDepot**

We hope this grant will assist you in achieving your goals as set forth in your application.

Thank you for all that you do,

Courtney Smith

Foundation Field Manager

404-431-2341

courtney_smith@homedepot.com



GRANT TERMS AND CONDITIONS

- **Purpose of Grant:** Grantee will use the Grant only for the purpose(s) provided in this application and will promptly return, without the necessity of a request from the Foundation, any portion of the Grant not used for such purpose(s)
- **Effective Dates:** The agreement shall be effective for six months following the date payment is sent by the Foundation
- **Records:** The Grantee agrees to keep accurate and complete books and records of receipts and expenditures using Grant funds for at least four (4) years after the completion of use of the Grant funds and will make these books and records available to the Foundation for inspection as reasonably requested. An officer of the Foundation may also schedule a site visit in order to discuss your work and experience
- **Public Acknowledgement:** The Grantee may publicly acknowledge this Grant, and, if it does so, will indicate the Grant was received from The Home Depot Foundation. The Foundation reserves the right to withdraw its consent to any public acknowledgement referencing the Foundation
- **Representations:** Grantee will not use any portion of the Grant, directly or indirectly: (a) to carry out propaganda, or otherwise to influence legislation; (b) to participate or intervene in any political campaign on behalf of (or in opposition to) any candidate for public office; or (c) for any purpose other than a charitable or educational purpose (as such terms are defined in Section 501(c)(3) of the IRC) consistent with the basis on which Grantee is recognized as tax exempt
- **Change of Status and Certification:** Grantee certifies that, on the date this application is submitted, its tax-exempt status remains in full force and effect. Grantee agrees to inform the Foundation immediately of any change in, or IRS proposed or actual revocation (whether or not appealed) of, its tax status. If Grantee's tax exempt status changes, the Foundation reserves the right to request that all remaining Grant funds be immediately returned
- **Gift Cards:** Funds paid via gift cards are the responsibility of Grantee and will not be replaced if the gift cards or funds thereon are lost or stolen. Grantee shall not transfer any gift cards or funds thereon to another party, whether as a gift or exchange for cash or other consideration, and shall return any unredeemed gifts cards to the Foundation upon completion of the charitable project referenced in this application
- **Avoiding Appearance of Conflict of Interest:** No part of the Grant shall be paid to an employee, officer, or trustee of the Foundation, The Home Depot, or any affiliate thereof, or an immediate family member of any such individual. An "immediate family member" is defined as an individual's spouse, ancestor, sibling, child, grandchild, great-grandchild, or a spouse of one of such relatives. If the project funded by the Grant involves providing a service (including, for example, home building or repairs) to a specific individual, such service shall not be provided to an employee, officer, or trustee of the Foundation, The Home Depot, or any affiliate thereof, or an immediate family member of any such individual. The prohibitions in this paragraph shall not prevent the use of the Grant for a program benefitting the general public, and therefore potentially benefitting an individual described above, provided no such individual is

provided goods or services on a more favorable basis than they are made available to the general public

- **Nondiscrimination:** Grantee declares that Grantee operates in accordance with the Foundation's non-discrimination policy and does not discriminate against any person or group on the basis of age, political affiliation, race, national origin, ethnicity, disability, sexual orientation, gender identity or religious belief
- **Grant Scope:** Grant project scope may have changed from your original grant proposal, and by spending any grant funds you agree to be bound by the approved scope of work provided by the Foundation. Modifications to the approved scope of work must be approved by the Foundation. The Foundation and its volunteers are not responsible for pulling permits and cannot do any work that requires a licensed contractor. Grantee is responsible for supporting the communication and coordination of project details to the beneficiary to include the current scope of work.
- **Indemnification:** Grantee shall indemnify and hold Foundation, its directors, officers, employees, consultants, representatives and agents harmless from and against all third party claims, liabilities, suits, demands, losses, judgments, fines, penalties, interest, expenses and costs (including, without limitation reasonable accounting and attorney's fees and disbursements) which result from any breach of the terms of the grant agreement, or from any negligent acts or omissions of the Grantee, its directors, officers, employees, consultants, representatives and agents relating to or in any way connected with, activities pursuant to the grant agreement.
- **Cooperation:** Grantee will cooperate with the Foundation in supplying any information or complying with any procedures that might be required by any governmental agency in order for the Foundation to establish the fact that it has observed all requirements of the law with respect to this grant.

City of Somerville Public Records Notice

Please be advised that the Massachusetts Attorney General has determined that email is a public record unless the content of the email falls within one of the stated exemptions under the Massachusetts Public Records Laws.