

THE WEST VIRGINIA HUMANITIES COUNCIL  
1310 Kanawha Boulevard, East  
Charleston, WV 25301

**TAP AWARD AGREEMENT**

DATE:  
GRANT #:

Between the West Virginia Humanities Council and “Grantee Name” for attendance at the conference described in the Grantee's proposal to the Council dated “award date.” The grant period will extend through “end date.”

**1. THE GRANT:** In consideration of the mutual agreements set out below, the Council and the Grantee hereby agree that the Council will fund, and the Grantee will accept, a grant in the amount of “grant award amount.” Any cost reimbursement by the Council that is disallowed by audit shall be refunded to the Council. If checks are not redeemed within a six (6) month period, these funds revert to the Council and remain the property of the Council. The Grantee agrees to administer the grant in accordance with the following provisions and with any special conditions attached to this Agreement.

**2. THE PROJECT:** The grantee will carry out the project, as set forth in the proposal, during the grant period as approved by the Council.

**3. FINAL REPORT:** The Grantee agrees to submit the enclosed final report form to the Council within two months of the end of the conference.

**4. PUBLICITY AND PUBLICATION:** End products resulting from or relating to conference attendance shall acknowledge the Council and contain the following statement:

**This project is being presented with financial assistance from The West Virginia Humanities Council, a state affiliate of the National Endowment for the Humanities.**

The Council and the United States Government reserve a non-exclusive license to use and reproduce for Council and/or government purposes, without payment, any publishable matter including copyrighted matter arising out of the activities of the grant.

**5. CONTRACT ASSIGNMENT AND CONSTRUCTION:** The Grantee is not and shall not hold itself out as an agent or representative of the Council and shall take no steps to obligate or to appear to obligate the Council to any other party. This Contract, and any of the rights, privileges, and duties hereunder may be assigned, transferred, or conveyed by the Grantee only upon the express written consent of the Council.

The Contract represents the formal binding agreement between the Council and the Grantee, and this Contract supersedes all prior Contracts and all prior oral negotiations and understanding. This Contract is executed pursuant to the laws of the State of West Virginia.

**6. AVAILABILITY OF FUNDS:** All Council grants are contingent on the continued availability of Federal funds.

**7. SPECIAL CONDITIONS:** Federal funds are being awarded under a program of the National Endowment for the Humanities that is identified as 45.129 in the Catalogue of Federal Domestic Assistance and the award is subject to the audit requirements of OMB Circular A-133. If you are required to have a single audit in accordance with these and Federal guidelines, you must submit a copy of the audit to the Council.

**8. SIGNATURES:** The signatures below constitute acceptance of the terms and conditions of this document by the West Virginia Humanities Council and the Grantee:

THE WEST VIRGINIA HUMANITIES COUNCIL

BY: \_\_\_\_\_  
Council's Chief Executive Officer

BY: \_\_\_\_\_  
Grantee (Please Print Name)

BY: \_\_\_\_\_  
Grantee (Please Sign Name)

\_\_\_\_\_  
Social Security Number

Please sign and return original to: The West Virginia Humanities Council, 1310 Kanawha Blvd. E., Charleston, WV 25301