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TEXAS BAR HISTORICAL FOUNDATION

February 11, 2019

Janna Caponera, Grant Accounting and Reporting Manager
Collin County Auditor's Office
2300 Bloomdale Rd., Ste. 3100
McKinney, TX 75071

Dear Ms. Caponera,

Congratulations! The Texas Bar Historical Foundation (TBHF) has approved a grant of \$6,140.45 to fund the preservation of Box 24B of Collin County District Clerks' Criminal and Civil Case Files.

The Texas Bar Historical Foundation is dedicated to researching, collecting, preserving and presenting information, documents and objects relating to the Bench, Bar and Judicial System in the State of Texas.

Your project pairs well with our mission. It ensures that Texans, both now and for generations to come, will have the opportunity to discover the original stories and voices as depicted in the recorded documents that shaped Texas from its very earliest days, particularly those associated with our judicial branch of government. Without this effort, many of our most valuable historical documents would be lost forever. Thank you for joining us in this mission to preserve our legal heritage!

Please review the attached *Terms of Agreement* and return a signed copy for our records. You will then be sent a check for the amount pledged.

Sincerely,

Cori A. Harbour-Valdez
Chair, Texas Bar Historical Foundation



TEXAS BAR HISTORICAL FOUNDATION

Terms of Agreement for Accepting a Grant from the Texas Bar Historical Foundation

Recipient: **Collin County Government**

Grant reference number: **201811-001**

Please refer to this number in all communications regarding this grant.

The Texas Bar Historical Foundation is pleased to offer this grant subject to your agreement to:

1. Use the grant funds only as specified in the approved grant proposal.
2. Maintain your records to show and account for the uses of grant funds.
3. Allow TBHF access to records to verify grant expenditures and activities.
4. Provide written acknowledgment of receipt of payments of grant funds.
5. Repay within 60 days after completion of the grant project any portion of the funds not used for the specified purposes.
6. Refrain from use of the funds for any purpose prohibited by law.
7. Publicity:
 - a. Cooperate with any efforts of TBHF to publicize the grant award.
 - b. Include mention of sponsorship of the project by the Texas Bar Historical Foundation in all press releases, news conferences and other media contacts concerning the project. All materials developed or published by the project, including brochures, announcements, flyers, manuals, reports etc., shall mention this sponsorship. Copies of TBHF's logo suitable for reproduction can be provided for your convenience.
8. Reports:
 - a. Comply with reasonable requests for information about program activities.
 - b. A complete program and financial report for the project must be provided within 60 days after the completion of the grant project, or by March 1, 2020, whichever arrives first.

If your organization agrees to these terms, please have an authorized representative sign and return one copy of this letter. We appreciate being able to assist you with your efforts.

I certify that Collin County accepts the terms outlined in this letter:

12 MAR 2019

COUNTY JUDGE

By

Date

Title