pcf
PALMER CENTER
FOUNDATION, INC.

March 14, 2012

Kay Ann Smith
Secretary, Palmer Center Foundation
301 Louis Street, Suite 307
Kingsport, TN 37660

Brenda Robinette
Supervisor Special Education, Scott Co. Public Schools
340 E. Jackson Street
Gate City, VA 24251

Dear Ms. Robinette,

I'm happy to inform you that members of the Palmer Center Foundation, Inc. Board of Directors voted unanimously to award your grant request of twenty-nine thousand sixty-five dollars to improve the quality of life for children with disabilities enrolled in Scott County Public Schools. I have enclosed with this letter our Hold Harmless Agreement. Please return the signed agreement to me as soon as possible. Additionally, PCF, Inc Board Members request a letter of approval for the project from the Scott County Board of Education or their representative. Once I have received the signed Hold Harmless Agreement and the letter stating that the Board of Education approves the project, I will ask our treasurer, Terry White, to mail a check to you.

Please call me if you have any questions. The Board Members of Palmer Center Foundation, Inc. appreciate the opportunity to help to improve the lives of persons with disabilities in our communities.

Sincerely,

Kay Ann Smith
288-2468/p_smith@charter.net

Enclosed: Hold Harmless Agreement
Return Hold Harmless Agreement and Letter from BOE to
Kay Ann Smith
4810 Preston Park Drive,
Kingsport, TN 37664

PALMER CENTER FOUNDATION, INC.
HOLD HARMLESS AGREEMENT

The undersigned person or organization warrants that all items of expense funded by the Grant shall be used for activities or projects to individuals and organizations that directly address the mission of the Palmer Center Foundation and that the project shall align with the Palmer Center Foundation's mission statement. The undersigned also warrants that the monies used to fund the Grant shall not be used for political causes, political candidates, lobbying efforts, endowment funds, organizational operating deficits, salaries, stipends, retreats or gifts to individuals or administrators in connection with the project. The undersigned further warrants that the grantee and project are located within Northeast Tennessee and/or Southwest Virginia and that 100% of the services provided through the Grant will be provided to residents of Northeast Tennessee and/or Southwest Virginia.

The undersigned hereby indemnifies and holds harmless the Palmer Center Foundation, its officers, directors, agents, successors and assigns from all claims, demands, damages, causes of actions, judgements, costs and expenses (including court costs and reasonable attorney fees) of whatever nature, direct or indirect, including any events which would give rise to any claim to contribution, indemnity or subrogation arising out of the breach of any warranty contained in this Grant Application or arising out of any claim against the Palmer Center Foundation for death, injury to person or damage to property from the utilization of all monies funded through this Grant. This indemnification shall be binding on the undersigned person or organization, its successors and assigns.

Agency Name _____

Agency Representative Signature _____

Date of Agreement _____