



WOO GRANT LETTER OF COMMITMENT 2024-2025

Your Window of Opportunity (WOO) Grant submission requires a signed copy of this Letter of Commitment before your application is complete. Please submit this letter along with your application, scope of work, project budget and timeline for your project to begin and end.

By submitting this 2024-25 Window of Opportunity Grant, we are committed to:

- Welcoming KNCB for a campus visit at the beginning of the project
- Working with KNCB to document the project work with photos at the beginning, during and upon project completion*
- Providing accountability for all WOO Grant funding spent, with either a copy of receipts for each expense or itemized excel spreadsheet at completion of the project
- Returning any unused project funds at the completion of the project by September 15, 2025

**KNCB will take photos at the beginning of each project. Please ensure that any students on-site on the day of our visit have completed a photo release form through your respective school/county. KNCB will also request follow-up photos while the project is in progress of being completed, please ensure that any student photos taken also have parental approval and have registered appropriately.*

As referenced, Keep North Carolina Beautiful will make site visits at the beginning of each WOO Grant Project. Some of these visits may include KNCB Board Members, and/or corporate sponsors. Please indicate if you would be willing to begin your project on the actual date of the initial KNCB visit by checking one of the following boxes:

Yes

No

Organization Name: _____ Date: _____

Principal: _____ Signature: _____

Lead Teacher: _____ Signature: _____

This agreement provides legal release for use of the school, principal, and teacher name(s) and pictures on our website and/or social media content. While no individual student will be identified by name, approved photographs, supplied by the school and/or arranged through the school with KNCB, may be used for similar purposes.

Grant award recipients will be notified by Friday, January 31st with checks being awarded by the end of February. School project visits will take place in the months of March & April. This agreement requires both signatures of lead Teacher and Principal.

This agreement must be returned by Friday, December 20th deadline to complete the application process.

Email to: Kyle@keepncbeautiful.org
Subject line: 2025 WOO Grant Application