**FOUNDATION BRAND**

**Amendment (Extension)**

**LETTER OF AGREEMENT (LOA)**

**Date**

**Grantee:**

Organization Name

Organization Address

Organization Primary Contact, Title

The purpose of this amendment to the referenced Letter of Agreement (LOA) dated (GM insert date of referenced LOA) between the (Foundation Brand) (“Foundation”) and (Organization) (“Grantee”) is to extend the original grant period of (Initiative Start Date) to (Initiative End Date) to (GM insert new grant end date). This extension will allow (Organization) to (GM insert program detail and anticipated outcomes).

As a result of this extension, the due date for the Final Grant Evaluation Report is changed from (GM insert old evaluation due date) to (GM insert the new amended evaluation due date).

All other provisions of the original Grant Agreement, an attachment of which is included with this amendment, remain unchanged.

By signing the bottom of this Amendment, (Organization) agrees with the amended conditions of the Grant. Return this signed amendment to the Foundation via (GM name) at (GM email address).

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (GM Name), Program Manager

(Foundation Brand)

**Signature ( ) I Agree**

*By checking "I Agree," I hereby provide my electronic signature on this letter of agreement, which shall be deemed equivalent to an original ink signature.*

**ACKNOWLEDGED AND AGREED**:

Name of Organization \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Representative's Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature ( ) I Agree**

*By checking "I Agree," you hereby provide the Foundation with your electronic signature on this letter of agreement, which shall be deemed equivalent to an original ink signature.*

Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date

**Please email this electronically signed copy to:**

**(GM name), (Foundation Brand)**

**(GM email address)**