



# City of Joliet

## Grant Agreement

The grant to Joliet Area Historical Museum (“Grantee”) from City of Joliet (“Grantor”) is for the explicit purposes described in this grant agreement and subject to Grantee’s acceptance of the terms described herein.

WHEREAS, Grantor has operated the Joliet Area Historical Museum in downtown Joliet since 2002; and

WHEREAS, Grantee and Grantor maintain expanded operational agreements for three Grantor Owned/leased properties, including Museum, Old Joliet Prison Historic Site, and Union Depot Tower Rail Museum; and

WHEREAS, the Grantor supports the preservation of Joliet’s rich and diverse history as administered by Grantee and acknowledges the continued role of Grantee in the broader goals of revitalization of Joliet’s downtown commercial district and economic development via tourism and hospitality industries; and

WHEREAS, Grantee is among leading regional and State attractions along historic Route 66 welcoming visitors from multiple states and countries; and

WHEREAS, Grantee has engaged in successful advocacy to fund \$10 million of ongoing repairs to the Old Joliet Prison Historic Site from State and Federal sources, as well as other independent and private funding sources.

NOW, THEREFORE, in consideration of the mutual covenants and promises of the parties, the parties agree as follows:

### **Grant Purpose**

Grantee shall use the grant, for the following specific purposes:

\$25,000 – Regularly scheduled public events and educational programs at the Museum, including but not limited to:

- Concert Series at the Museum Rooftop Terrace and/or Auditorium
- Adult & Community Programs (Speakers, Lectures & Presentations)
- Children's Themed Events
- Historic Architectural and/or Thematic Walking & Shuttle Tours (Seasonal/Weather Permitting)

\$125,000 – Administration of public operation for tours, program, and special events at the Old Joliet Prison Historic Site at 1125 Collins Street, Joliet, IL on a seasonal basis. (Approximately March-November)

\$100,000 – Administration of public operation for tours, program, and special events at the Joliet Area Museum City Center Campus at 204 N Ottawa St, Joliet IL and Union Depot Tower Rail Museum at 100 E Jefferson Street, Joliet, IL. Curatorial functions including regularly scheduled exhibits, physical

storage and preservation of artifacts of publicly assessable research files. Identification, application and administration of grants from State, Federal, and Private sources.

**Amount**

The total amount of the grant shall not exceed \$250,000 for calendar year 2025. Grant to be paid within 60 days of submission of eligible expenses.

**Grant Term**

The term of the grant shall begin on January 1, 2025 and end December 31, 2025.

**Expenditure of Grant Funds**

The funds provided may be spent only in accordance with the provisions of the grant agreement. Requests for grant draws must be accompanied with documentation supporting eligible grant expenses. The grantor shall have sole authority in determining the specific documentation to satisfy this requirement. The grant shall only be for costs incurred during the grant period. The grant is subject to modification only with Grantor's prior written approval. Grantor reserves the right to exercise oversight with respect to Grantee's use of these funds in accordance with this agreement.

**Reports to Grantor**

Grantee will furnish Grantor with quarterly written reports addressing all points listed in the following guidelines. These reports will supply sufficient information for Grantor to determine that the grant is being used for the purposes intended and for Grantor to fulfill its own public reporting responsibilities.

**Reporting**

Grantor shall present a quarterly report in person to the City of Joliet Finance Committee. Written copies of the report shall be submitted by the Grantor to City of Joliet by the 10<sup>th</sup> of February, May, August, November and should include the following information:

Said report shall include a comparison to the Grantor's approved budget.

- I. A description of work conducted by Grantee during the period in pursuit of the general objectives set forth in the grant agreement.
- II. A summary of operational metrics to include:
  - o Number and type of event
  - o Estimated attendance at events.
  - o Visitors to the Museum and Prison (Current year to date and prior year to date
  - o Additional information to support the receipt of grant and its purpose.
- III. Year to date financial statement including comparisons to prior year.
- IV. Grantee shall keep records satisfactory to Grantor related to performance of this Agreement. Grantee shall make all books, ledgers, accounts, files, computer records, and personnel involved in performing functions under this agreement to Grantor or its designated representatives, auditors, or legal counsel to determine compliance with the terms of the agreement and applicable law.

Grantor shall also be required to submit a fiscal year to date summary of revenues and expenditures for the Grantee.

**Donor Recognition: Publicity**

Grantor shall be provided the same level of recognition and benefits as donors who provide donations of similar amounts.

**Miscellaneous Grant Provisions**

1. Grantee must maintain regular public hours including both weekdays and weekends, exempting seasonal closures, at all Grantor Sites.
2. Grantee must hold at least one monthly Grantee sponsored public event or program at the Museum City Center Campus or Union Depot Tower Rail. Content at the sole discretion of the Grantee.
3. Grantee must hold at least one yearly Grantee sponsored public event or program at the Old Joliet Prison Historic Site. Content at the sole discretion of the Grantee.
4. Use of Grant Funds for the purchase of alcohol is prohibited.
5. All funds must be spent for costs/events located within the City of Joliet corporate limits.

**Amendment**

This Agreement may be amended only as stated in writing and signed by both parties which recites that it is an amendment to this Agreement.

If this Agreement sets forth Grantee's understanding of the terms of this grant, please indicate agreement to such terms by having the enclosed copy of this letter countersigned by an appropriate officer of the organization and returned to Grantor.

For Grantee:

For Grantor:

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Signature of Authorized Representative

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Signature of Authorized Representative

\_\_\_\_\_  
Name and Title

\_\_\_\_\_  
Name and Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date