**USA Patriot Act Compliance Form**

This completed document must be included in all submitted grant request packages.

**Organization**

Legal Name:

Address:

City:

State:

Country:

Zip Code:

**President or Executive Director**

Name and Title:

Program Manager

Name and Title:

**Board Members:**

Names, Titles and Affiliations *(attach additional pages, if necessary)*

*Example: John Doe, President, XYZ Corporation and Board Chair*

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Purpose of Requested Grant:

The undersigned organization hereby certifies, covenants and agrees as follows:

1. All information and documentation provided in this Grant Application or otherwise is complete and accurate and all funds granted will be used solely for the purposes described in this application.

2. The organization complies with The Women Helping Women Fund program guidelines.

3. The organization adheres to accepted financial and record-keeping practices and will make all books and records, as well as a list of all subcontractors, affiliates and all other individuals or entities who or which receive any funds from the organization, available upon request.

4. The organization has not provided, and will take all reasonable steps to ensure that it does not and will not knowingly provide, material support or resources to any individual or entity that commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitated, or participated in terrorist acts.

5. Specifically, in order to comply with its obligations under paragraph 4, the organization will take the following steps:

a. Before providing any material support or resources to an individual or entity, the organization will verify that the individual or entity does not appear on any of the government lists.

b. Before providing any material support or resources to an individual or entity, the organization will use reasonable efforts to gather, and will carefully consider, all relevant information about that individual or entity that is available to the organization.

c. The organization will implement reasonable monitoring and oversight procedures to safeguard against assistance being diverted to support terrorist activity.

6. For purposes of this Grant Application:

a. “Material Support or Resources” means financial support, services or other support of any kind, including without limitation, management or financial services, lodging, training, expert advice or assistance, safehouses, false documentation or identification, communications equipment, facilities, weapons, lethal substances, explosives, personnel, transportation, and other physical assets.

b. “Terrorist Act” means

i. an act prohibited pursuant to one of the 12 United Nations Conventions and Protocols related to terrorism (see U.N. Terrorism Conventions Internet site:

http://untreaty.un.org/English/Terrorism.asp); or

ii. an act of premeditated violence perpetrated against noncombatant targets by subnational groups or clandestine agents; or

iii. any other act intended to cause death or serious bodily injury to a civilian, or to any other person not taking an active part in hostilities in a situation of armed conflict, when the purpose of such act, by its nature or context, is to intimidate a population, or to compel a government or an international organization to do or to abstain from doing any act.

c. “Entity” means a partnership, association, corporation, or other organization, group or subgroup.

d. “Government Lists” means

i. The list identified as the Annex in the U.S. Executive Order 13224 -

http://www.ustreas.gov/offices/enforcement/ofac/sanctions/terrorism.html

ii. Specifically Designated Nationals Lists maintained by the U.S. Treasury Department’s Office of Foreign Assets Control -

http://www.ustreas.gov/offices/enforcement/ofac/sdn

iii. The U.S. Government’s Terrorist Exclusion List maintained by the

U.S. Department of Justice – http://www.state.gov/s/ct/rls/fs/2002/15222.htm

iv. The list promulgated by the United Nations pursuant to U.N. Security Council Resolutions 1267 and 1390 - http://www.un.org/Docs/sc/committees/1267/pdflist.pdf

v. The list promulgated by the European Union pursuant to EU Regulation 2580 –

http://europa.eu.int/eur-lex/pri/en/oj/dat/2003/l\_340/l\_34020031224en00630064.pdf

Signed By

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Name or Organization (Grantee President/Executive Director’s Signature)

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Date

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Print Name

The provisions of this Grant Application constitute the express terms and conditions of any agreement which may be issued as a result of this Grant Application, and any violation of it shall be grounds for unilateral termination of the agreement by The Women Helping Women Fund.