Guide

Welcome to our library of templates designed to simplify your contractual/organizational needs. Before utilizing the templates, please review this guide for a clear understanding of their purpose and proper usage.

1. Limited Responsibility

Global Mangrove Trust Limited (UEN 201829713D) offers these templates for general guidance, but assumes no responsibility for the contents of, or the consequence of using, any version of the offered templates.

1. Governing Law

All GMT templates have been set up to be governed by and construed in accordance with the laws of Singapore as a placeholder. It provides a solid and reputable legal framework, instilling confidence in the enforceability and efficacy of the agreement in the context of international climate action.

1. Usage Disclaimer

Before using any template, you should consult with a lawyer licensed in the country of your legal domicile and that of your counterparty.

The templates have been based on our and our partners’ best practice and been prepared with utmost care, yet it is imperative to acknowledge that they are not a substitute for seeking professional legal advice tailored to your specific circumstances.

1. Customization

Personalize the template by filling in all [BRACKETED] sections with the required details.   
The text within a customizable [BRACKETED] section is written in all caps for enhanced visibility but should later be filled with standard capitalization.

If any amendments are made to the template, we strongly advise double-checking for any cross-references in the document that are no longer correct and need adjusting.

After customizing the template to your requirements, please remove the disclaimer regarding non-responsibility from the template's footnote.

By accessing and utilizing our legal templates, you acknowledge and agree to the terms outlined in this guide.

| From:  [GRANTOR REPRESENTATIVE]  [POSITION]  [GRANTOR ORGANIZATION NAME]  [GRANTOR ADDRESS]  [GRANTOR EMAIL ADDRESS] | To:  [RECIPIENT REPRESENTATIVE]  [RECIPIENT ORGANIZATION NAME]  [RECIPIENT ADDRESS] |
| --- | --- |

Subject: Grant Proposal for [PROJECT TITLE].

[GRANTOR] is pleased to award this grant to [RECIPIENT] to cover the cost of work to complete the Objectives defined herein at [PROJECT LOCATION ADDRESS] (the Project Area).

Grant Objectives:

This Grant shall support activities in the Project Area to achieve the following objectives:

1. [RECIPIENT] to liaise with landholding communities at [PROJECT LOCATION], conduct field visits, and perform ground and map checks to assess and confirm the feasibility of the project.
2. [RECIPIENT] to work with [GRANTOR] to develop basic financial literacy materials to introduce landholding communities to the range of financial support options that may result from successful performance of an emissions reduction project.
3. [RECIPIENT] to work with [GRANTOR] to draft, negotiate, and execute MOUs with landholding communities at [PROJECT LOCATION], with the authorities in [PROVINCE], and/or with any other relevant parties, to authorize and prepare for baseline activities and to serve as foundation for long-term Community Climate Action and Benefit-Sharing Agreements and Developer Agreements.
4. [RECIPIENT] will share information with [GRANTOR] regarding local implementation costs and optimal community benefits based on prevailing market conditions and community preferences.
5. [RECIPIENT] will cooperate with [GRANTOR] to begin co-design of project activities for an emissions reduction project at [PROJECT LOCATION], tailored to local capacity and needs.

General Grant Terms:

This Grant Letter serves as an official confirmation of financial support from [GRANTOR] to implement the aforementioned activities in the Project Area to achieve the Objectives:

* Activities to complete within a period of [NUMBER] weeks from [STARTING DATE].
* Grant funds: USD [AMOUNT].

Partnership and Collaboration:

This Grant leverages the expertise, resources, and networks of both [GRANTOR] and [RECIPIENT] to achieve the Objectives and set the foundation for a long-term collaboration. The Grant further seeks to support co-work and co-design activities to establish a clear vision for long-term success.

[RECIPIENT] agrees that [GRANTOR] and its financial partners may communicate about this project in order to promote their respective activities and commitments, in any form and on any medium (website, brochures, press relations, social networks, etc.).

Evaluation and Reporting:

[GRANTOR] requests that [RECIPIENT] submit a report to [GRANTOR] at the end of the [NUMBER]-week work period.  
This report should provide detailed descriptions of activities, meetings, and outcomes between [RECIPIENT] and the landholding communities, authorities, and/or any additional, relevant stakeholders. The report should be further evidenced with any signed agreements, documents, permissions, or other pertinent records drafted and executed over the course of the funded activities.

Execution by the Parties

| For and on behalf of  [RECIPIENT] | For and on behalf of  [GRANTOR] |
| --- | --- |
|  |  |
| Name:  Title:  Date: | Name:  Title:  Date: |