

# Donor Funding Agreement Template

This Donor Funding Agreement ("Agreement") is entered into on **[Date]** by and between:

<b>Donor</b>	[Donor Name] [Address] [Contact Information]
<b>Recipient</b>	[Recipient Name/Organization] [Address] [Contact Information]

## 1. Purpose

The purpose of this Agreement is to set forth the terms and conditions under which the Donor will provide funding to the Recipient for the project entitled "**[Project Title]**" ("Project").

## 2. Amount and Disbursement

The Donor agrees to provide a total amount of **[Amount in numbers and words]** to the Recipient. The funds shall be disbursed as follows:

- First disbursement: **[Amount]** upon signing this Agreement
- Subsequent disbursements: **[Amount and schedule]**

## 3. Use of Funds

The Recipient agrees that the funds will be used solely for the implementation of the Project, according to the approved budget and project plan attached as Annex A.

## 4. Reporting and Accountability

The Recipient shall provide the Donor with narrative and financial reports on the use of the funds and progress of the Project at intervals set out below:

- Interim Report: **[Due date]**
- Final Report: **[Due date]**

## 5. Duration

This Agreement shall commence on the date above and remain in effect until **[End date]** or until the obligations set forth herein have been fulfilled.

## 6. Termination

Either party may terminate this Agreement in writing with **[number of days]** days' notice if the other party is in breach of its obligations.

## 7. Miscellaneous

- This Agreement constitutes the entire understanding between the parties.
- It may be amended only by written instrument executed by both parties.

- Annexes attached form an integral part of this Agreement.

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Donor Signature

Name:

Title:

Date:

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Recipient Signature

Name:

Title:

Date:

### **Important Notes**

- Always consult legal counsel to adapt the template to local laws and specific circumstances.
- Clear and detailed terms help prevent disputes and misunderstandings.
- Specify reporting requirements and deadlines to ensure transparency.
- Annex detailed budget and project plan as referenced documents.
- Signatures from authorized representatives are required to make the agreement binding.