

Hellenic Foundation's Grant Modification Procedures

- A grantee is required to contact the Foundation if the grantee wishes to change the terms of a grant for the following, but not limited to:
 - Extensions of the grant period
 - Reallocation of grant funds
 - Rollover of funds from one Foundation grant into another given for the same purpose
 - Transfer a grant to another organization.
- The grantee shall provide a brief description and explanation of the any alteration and/or additions in excess of 10% in any budget category to the approved Budget. If staff determines that additional documentation is necessary, the grantee will be required to provide the requested documentation within a timely manner.
- Grantee must obtain advanced written approval from the Foundation for any such material change.

Significant changes, such as repurposing a grant or modifying the terms of a matching grant, require staff to seek approval of the Foundation's Board of Directors. Such requests are not routinely brought to the Board of Directors nor are they necessarily granted