Wausau & Marathon County
Parks and Recreation Foundation

Tuesday October 20, 2026
Time: 4:00pm
Place: Parks Office, 518 South 7th Avenue, Rm 089, Wausau WI 54401 – Enter at door 518F on Garfield Ave.

Members – Bill Bertram (President), Dan Bowen, Randy Falstad, Jamie Polley, Bill Duncanson, Jeff Frese, Nicole Fandrey, Mike Egan, Andrew Faust

1. Call to Order

2. Minutes – August 18, 2026

3. Financial Reports
   a. Quarter 3, 2026 Park Foundation and Great Pinery Heritage Waterway Trail
      i. Attraction Ticket Update

4. New Business
   a. Directors Insurance Renewal
   b. Review 2027 Grant Application, Application Process and Follow Up Requirements
   c. Foundation Owned Trademarks
   d. New Member Recruitment – 3 Openings

5. Old Business
   a. 501c3 Status and Relationship to Community Foundation of Northcentral WI
   b. Fundraising, Sponsorship and Planning – Film Festival 2027

6. Future Agenda Topics –

7. Next Regular Scheduled Meeting Date – December 15, 2026 at 4:00pm**,** 518 South 7th Avenue, Rm 089, Wausau WI 54401, Wausau or web-ex

8. Adjournment

Minutes - WMC Parks and Recreation Foundation
Tuesday August 18, 2026
Parks Office, 518 South 7th Avenue, Rm 089, Wausau WI 54401

Members Present – Bill Bertram (President), Randy Falstad, Jamie Polley, Bill Duncanson, Jeff Frese Dan Bowen, Mike Egan, Andrew Faust

1. President Bertram called the meeting to order at 4:05 p.m.

2. The **minutes** from July 7, 2026 were reviewed. Frese made a motion to accept the minutes. Bowen seconded. The motion carried by voice vote with no dissent. Financial reports were put off until later in the agenda.

3. Financial Reports.
    a. Duncanson reported he only had reports through June 30th and there has not been much activity in the past two months. He stated we currently had $112,953.91 in our account. He noted that we recovered well as far as our investments in the second quarter bring in $7763 in income. The fact that our year to date total is $6907 shows we did not do well in the first quarter. Polley made the motion to accepted the financial report. Bowden seconded and the motion carried by voice vote with no dissent.
    b. The June and July CoVantage Statements were reviewed.

4. New Business

    a. **501c3 Status and Relationship to Community Foundation of Northcentral WI (Community Foundation)**. Pam Eckmann and Michelle Gleason from the Community Foundation appeared by video conferencing to give information to the Board about WMCPRF's status with the Community Foundation. The following was reported by Eckmann and Gleason.

        i. WMCPRF has been with the Community Foundation basically since the creation of the WMCPRF. However, WMCPRF is set up as an agency fund which is not how WMCPRF is operating. Therefore, WMCPF needs to make a decision. Option one is to leave the Community Foundation and operate independently, investing their own funds and continue

under the current 501 c. 3. **or** Option 2, they need to come into compliance with the requirements of the Community Foundation changing the status to a donor advised fund. That would require the following:

ii. WMCPRF would discontinue a separate 501 c. 3. and would operate under the umbrella of CF's 501 c. 3.

iii. WMCPRF would divest of any assets including trademarks that they currently own.

iv. CF would invest WMCPF's funds at a cost under the following formula:
    1. Quarterly AGENCY (1.00% of 34,820.51; 1.50% of 50,000.00; 2.00% of 25,000.00) divided by 4 quarters. On our currently investments, this is currently costing the WMCPF about $400 per quarter.

v. Grants would only be awarded to 501 c. 3. organizations.

vi. Advantages of the Donor Advised Fund includes savings of administration costs:
    1. No need for own tax accountant (Kerber Rose) which is a savings of about $1,900 per year.
    2. No longer have to file yearly reports with the Department of Financial Institutions and pay the associated costs.
    3. No board of director's insurance would be required and the cost savings associated with that.
    4. We would still choose what pool we would place our money in at CF as we do now.

vii. Disadvantages would be as follows:
    1. 5% fee on all donations to the WMCPRF which will include the money we make from our Wild and Scenic fundraiser.
    2. An independent checking account would not be allowed. WMCPRF would set up a project fund for fundraising initiatives or projects that could pay expenses. Each project fund would need seed funds to open. The film festival fund would be set up at the time a change is made utilizing a dedicated amount from the current fund balance before the fund balance designation is changed to a Donor Advised Fund. Fees for the website would need to be granted to another agency to pay if the foundation chose to keep their independent website.
    3. The Community Foundation prefers one primary advisor for the WMCPF. It is possible there could be two.

viii. An unknown advantage or disadvantage would be whether we could make more money than we are now by investing with a broker instead of with the Community Foundation.

ix. The conference call then ended with Community Foundation and a motion was made by Duncanson to move WMCPRF from an agency fund to a donor advised fund at the Community Foundation, with a second made by Egan. The following were key points of the discussion that followed:

x. Frese argued that we can do everything on our own and do not need the Community Foundation and their fees.

xi. Bowden agreed and stated we are giving up control of our money ("our checkbook") and would be better served by separating from Community Foundation. He stated that only one person could give instruction to Community Foundation on what we wanted to do with our funds. Polley countered by saying that is essentially the way it is now with her directing the Community Foundation how to handle our funds.

xii. Falstad commented that we are a small Board and questioned whether we have a Board member now and will have in the future that will have the expertise to take on the responsibility of dealing with a broker and successfully invest our funds.

xiii. Duncanson stated that we have more earning power by investing our money with the combined funds that the CF has and it may be difficult to match those earnings, that that there are still going to be broker fees.

xiv. Faust stated he has been on other Boards and has seen the good the CF can do but wanted more information before voting for the change.

xv. There was discussion on why this is happening and why it is happening now. Bertram felt it was because we lost our 501 3. c. status a couple of years ago because of our late filing of 990 forms and in the process the Community Foundation wanted us to switch to a donor advised fund. Bowen argued that that didn't make sense as Community Foundation won't allow us to have our own 501 c. 3. status under the donor advised fund. Discussion then centered on the idea that the Community Foundation has allowed WMCPRF to operate as they have for years and once the Pinery Waterway Fund was created with all of its donations and spending, it brought the issue of WMCRP being an

agency fund to light. It is felt that the Community Foundation is making sure all of its funds are operation properly.

xvi. Vote was taken on the motion. Vote was 4 for (Bertram, Polley, Falstad and Egan) and four against (Frese, Duncanson, Faust and Bowen). With the lack of a majority, the motion failed. Bertram agreed to go back to the Community Foundation to get more information to bring to the next meeting for a revote.

b. Foundation Owned Trademarks was not discussed.

c. The discussion on moving the former **Hadley's Portage Launch** to East Bank by Dudley Tower was delayed until October meeting. Wisconsin Public Service had required the launch to be pulled from their property. Vote was to be taken to place the launch on Parks property by the Dudley Tower. However, it now appears the WPS is reconsidering their earlier request and may allow the launch to be put back on their property. The change in attitude may be due to their upcoming licensing hearing and the lack of recreational opportunities they offer. Bowden stated that the license requires the ability to portage around dams.

   Faust left the meeting at 5:45pm.

d. **Kennedy Park Improvements Grant Award.** It was noted that Kennedy Park let us know that they matched our $5000 grant through work done on the fields at the park. They asked that the monies from our grant be released. Duncanson stated that it shows the importance of us asking for matches for our grants. A follow up grant report was requested from the Kennedy Park project.

e. New Member Recruitment was not discussed.

5. Old Business

a. Aaron Ruff of the Central Wisconsin Offroad Cycling Collation (CWOCC) appeared before the Board on behalf of the **Building a Better Mountain Biking Community Grant** request that was denied at the previous meeting because it was listed as maintenance and the Foundation does not grant requests of maintenance. Ruff apologized for not being at the July meeting and stated that he could have answered questions then, that this was not for maintenance. He brought maps to show the board how the new trail system is being put in. He stated the pink

portion of the trail shown on the map has been completed but the money requested is for new trail. He stated because of volunteer hours they are doing the project for about $50,000 when it would have cost $300,000-$500,000 if they had hired out the work. CWOCC is requesting a grant of $7,500. The system has trail counters which is recording the number of users. He stated that CWOCC has 210 paying members. Duncanson stated that the new trail is machine build flow trail which is a good thing. Egan stated he is aware that the trail system is being heavy used. Falstad asked the question, how many mountain bike trails does the Wausau area need with bike parks in Ringle, Nine Mile, Sylvan and one to be built on Rib Mountain. Ruff responded that they are all different and the community has not reached a saturation point yet. He stated that this trail system is different as it is being built for a school system and is intended to build skills for its users. A motion was made by Faust to approve a grant in the amount of $5,000 to CWOCC for the Biking Community Grant. Frese seconded and the motion carried by voice vote with no dissent

b. Fundraising, Sponsorship and Planning – **Film Festival 2027** Discussion on the Film Fest was put off until the next meeting. However, Falstad asked if we had received the money from all the credit card receipts brought in on the night of the event. We have not received those yet. Bertram stated he would check to see why we have not gotten our funds.

6. Future Agenda Topics – Film Festival

7. Next Regular Scheduled Meeting Date – October 20, 2026 at 4:00pm, 518 South 7th Avenue, Rm 089, Wausau WI 54401, Wausau or web-ex

8. Falstad made at motion to **adjourn**. Seconded by Bowden and the motion carried by voice vote with no dissent.

COMMUNITY FOUNDATION
OF NORTH CENTRAL WISCONSIN

FUND STATEMENT

Wausau & Marathon County Parks and Recreation Fund

Current Period July 01, 2026 to September 30, 2026

FUND SUMMARY

Fund Activity	Current Period	Year to Date
Beginning Balances	$112,953.91	$111,539.41
Additions to the fund		
Donations to the fund	991.83	1,301.83
Investment gains/(losses)	(699.11)	6,207.95
Total additions to the fund	$ 292.72	$7,509.78
Subtractions from the fund		
Charitable Support Fee	399.98	1,200.92
Credit card fee expense	0	1.62
Grants awarded	10,000.00	15,000.00
Total subtractions from the fund	$10,399.98	$16,202.54
Pending transactions		
No pending transactions for this period.		
Ending Fund Balance		
	TOTAL	**$102,846.65**

FUND DETAILS

Contributions

Date	Donor Name	Description	Amount
07/08/26	Wausau Central Wisconsin Convention & Visitors Bureau, Inc.	Film Festival	722.58
09/28/26	County of Marathon	2026 Attraction Ticket Proceeds	269.25
		Total Contributions this period	$ 991.83

Grants or Scholarships Awarded

Date	Grantee or Student Name	Description	Amount

For questions regarding this statement contact pam@cfoncw.org. You can also find your statements in the online portal at cfoncw.org.

07/08/26	Village of Kronenwetter	Buska Park Playground Renovation	5,000.00
09/08/26	Central Wisconsin Offroad Cycling Coalition	Building A Better Mountain Biking Community - Evergreen Elementary Bike Park	5,000.00
		Total Grants or Scholarships awarded this period	$ 10,000.00

Vouchers

No vouchers paid this period.

Support Fee Calculation

09/30/26	Quarterly AGENCY (1.00% of 34,993.56; 1.50% of 50,000.00; 2.00% of 25,000.00) divided by 4 quarters	$399.98

Investment Pool

12004 Indexed Balanced Pool

Row Labels	Sum of Total	Sum of Quantity		Rev less $1/tkt	WPRA INV	Diff
POS Item: Jet Boat - Adult	**340**	**10**		330	330	
34	340	10				
POS Item: Jet Boat - Child	**95**	**5**		90	90	
19	95	5				
POS Item: Milwaukee County Zoo - Adult	**1286.5**	**83**		1203.5	1203.5	
15.5	1286.5	83				
POS Item: Milwaukee County Zoo - Child	**425**	**34**		391	391	
12.5	425	34				
POS Item: Mt. Olympus Water & Theme	**5146**	**319**	**Rec'd 425. Have 105 left. Shld be 320**	4827	5360	-533
			SHOULD HAVE BEEN $17.75.			
16	4720	295	**Undersold by $1.75**			
17.75	426	24	**Corrected in CR 09/04**			
POS Item: Noahs Ark - Adult	**10644.75**	**285**		10359.75	10359.75	0
37.35	672.3	18				
37.35	9972.45	267				
POS Item: Pirates Cove Golf	**212.5**	**25**	**SHOULD HAVE BEEN $9.**	187.5	200	-12.5
8.5	212.5	25	**Undersold by $.50**			
POS Item: The Land of Natura - Adult	**500**	**25**		475	475	
20	500	25				
POS Item: Upper Dells Boat Tour - Adult	**612**	**18**		594	594	
34	612	18				
POS Item: Upper Dells Boat Tour - Child	**95**	**5**		90	90	
19	95	5				
POS Item: Wisconsin Ducks - Adult	**136**	**4**		132	132	
34	136	4				
POS Item: Wisconsin Ducks - Child	**19.75**	**1**	**SHOULD HAVE BEEN $19.**	18.75	18	0.75
19.75	19.75	1	**Oversold by $.75**			
Grand Total	**19512.5**	**814**		18698.5	19243.25	-544.75

19512.50	**Total Collected (a/w CivRec & WD)**
19243.25	**WPRA Inv**
269.25	**Due to Park Foundation**
814	**Tix Sold @ $1**
-544.75	**Diff**
269.25	**Due to Park Foundation**

FIN - Trial Balance for Departments Create Workbook

Details

Company	County of Marathon	Ledger	Actuals
Organization	Cost Center: 10501 County Parks Balance Sheet	Book	Modified Accrual
Period	FY2026 - Sep	Worktags	Revenue Category: 64527 Parks Attraction Tickets Receipted
Time Period	Current Period YTD		

2 items

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
23000:Special Deposits	0.00	0.00	19,512.50	(19,512.50)
Total	0.00	0.00	19,512.50	(19,512.50)

COMMUNITY FOUNDATION
OF NORTH CENTRAL WISCONSIN

FUND STATEMENT

Great Pinery Heritage Waterway Fund

Current Period July 01, 2026 to September 30, 2026

FUND SUMMARY

Fund Activity	Current Period	Year to Date
Beginning Balances	$12,385.96	$13,160.96
Additions to the fund		
No additions this period.		
Subtractions from the fund		
Fund Expenses	5,157.70	5,932.70
Total subtractions from the fund	$5,157.70	$5,932.70
Pending transactions		
Admin Accounts Payable		$4,266.80
Total pending transactions		$ 4,266.80
Ending Fund Balance		
	TOTAL	**$7,228.26**

FUND DETAILS

Contributions

No donations were received this period.

Grants or Scholarships Awarded

No grants or scholarships were awarded this period.

Vouchers

Date	Vendor	Description	Amount
07/29/26	SUN Printing LLC	Lower Eau Claire River Invoice	890.90
09/30/26	SUN Printing LLC	Aluminum Prints & Trail Signage Updates	4,266.80
		Total vouchers paid this period	$ 5,157.70

Support Fee Calculation

For questions regarding this statement contact pam@cfoncw.org. You can also find your statements in the online portal at cfoncw.org.

n/a	No calculated fee.	n/a

Investment Pool
10000 Cash pool-no earnings

WEST BEND®

West Bend Insurance Company
1900 S. 18th Ave. | West Bend, WI 53095

Renewal

Not-For-Profit Directors, Officers and Trustees Liability Declaration

Customer Number: 1000691234
Policy Number: B846989 02

Policy Period: 10-24-2026 to 10-24-2027
at 12:01 AM Standard Time at Your Mailing Address Shown Below

Named Insured and Address:
Wausau and Marathon County Parks Foundation, Inc.
518 S 7th Ave
RM 085
Wausau, WI 54401

Agency Name and Address: 48566
SPECTRUM INSURANCE GROUP LLC
PO BOX 9
WISCONSIN RAPIDS, WI 54495
715-423-2000

Insured is a(n) Non-profit Organization

This is a claims made policy – please read it carefully. Coverage is limited to liability for claims first made against you while this coverage is in force.

Limits of Insurance

Each Claim Limit	$1,000,000	
Aggregate Limit	$1,000,000	
Deductible	$1,000	Each Claim

Retroactive Date

Retroactive Date: 10-24-2024

This insurance does not apply to any claim arising out of, based upon or attributable to any "Wrongful Act" occurring or alleged to have occurred prior to the Retroactive Date shown above.

Total Premium $428.00

This is not a bill. A billing invoice will be sent separately.

See attached Forms Schedule for forms and endorsements applicable to this coverage.

WEST BEND®
West Bend Insurance Company
1900 S. 18th Ave. | West Bend, WI 53095

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518 S 7th Ave
RM 085
Wausau, WI 54401

Agency Name and Address: 48566
SPECTRUM INSURANCE GROUP LLC
PO BOX 9
WISCONSIN RAPIDS, WI 54495
715-423-2000

Location Schedule

Loc	Address	City	County	State	Zip
1	212 River Dr Suite 2	Wausau	Marathon	WI	54403-5472

WEST BEND®
West Bend Insurance Company
1900 S. 18th Ave. | West Bend, WI 53095

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Wausau, WI 54401

Agency Name and Address: 48566
SPECTRUM INSURANCE GROUP LLC
PO BOX 9
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715-423-2000

Classification Schedule

Business Classification	Total Assets	Premium
Community Associations	$0-$500,000	$428

Miscellaneous Premiums

Description	Form Number	Premium
Terrorism Risk Insurance Act		0

Total Premium: $428

WEST BEND®
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RM 085
Wausau, WI 54401

Agency Name and Address: 48566
SPECTRUM INSURANCE GROUP LLC
PO BOX 9
WISCONSIN RAPIDS, WI 54495
715-423-2000

Forms Schedule

Number	Edition	Description
WB214	0326	MEMBERSHIP AND VOTING NOTICE
IL0985	1220	DISCLOSURE PURSUANT TO TERRORISM RISK INSURANCE ACT
WB660	0824	TWO OR MORE COVERAGE FORMS OR POLICIES ISSUED BY US
WB241	0524	WEST BEND INSURANCE COMPANY NAME CHANGE ENDORSEMENT
WB439	0226	CAP ON LOSSES FROM CERTIFIED ACTS OF TERRORISM
NS0103	0226	EXCLUSION - DIRECTORS AND OFFICERS LOAN
NS0104	0226	EXCLUSION - PEER REVIEW/STANDARD SETTING
NS0131	0225	WISCONSIN CHANGES ENDORSEMENT
NS0309	0226	NOT-FOR-PROFIT ORGANIZATION DIRECTORS, OFFICERS AND TRUSTEES LIABILITY INSURANCE POLICY
NS0312	0225	AMENDMENT - DEFENSE EXPENSES WITHIN LIMITS

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

CAP ON LOSSES FROM CERTIFIED ACTS OF TERRORISM

This endorsement modifies insurance provided under the following:

CONDOMINIUM DIRECTORS AND OFFICERS LIABILITY COVERAGE FORM
EMPLOYMENT PRACTICES LIABILITY INSURANCE
NOT-FOR-PROFIT ORGANIZATION DIRECTORS, OFFICERS AND TRUSTEES LIABILITY INSURANCE POLICY

A. If aggregate insured losses attributable to terrorist acts certified under the federal Terrorism Risk Insurance Act exceed $100 billion in a calendar year and we have met our insurer deductible under the Terrorism Risk Insurance Act, we shall not be liable for the payment of any portion of the amount of such losses that exceeds $100 billion, and in such case insured losses up to that amount are subject to pro rata allocation in accordance with procedures established by the Secretary of the Treasury.

"Certified act of terrorism" means an act that is certified by the Secretary of the Treasury, in accordance with the provisions of the federal Terrorism Risk Insurance Act, to be an act of terrorism pursuant to such Act. The criteria contained in the Terrorism Risk Insurance Act for a "certified act of terrorism" include the following:

1. The act resulted in insured losses in excess of $5 million in the aggregate, attributable to all types of insurance subject to the Terrorism Risk Insurance Act; and
2. The act is a violent act or an act that is dangerous to human life, property or infrastructure and is committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

B. The terms and limitations of any terrorism exclusion, or the inapplicability or omission of a terrorism exclusion, do not serve to create coverage for injury or damage that is otherwise excluded under this Coverage Form or Policy

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXCLUSION – DIRECTORS AND OFFICERS LOAN

This endorsement modifies insurance provided under the following:

NOT-FOR-PROFIT ORGANIZATION DIRECTORS, OFFICERS AND TRUSTEES LIABILITY INSURANCE POLICY

This policy does not apply to "claims" that result from, arise from or in consequence of any loans, guarantees or other extensions of credit made by the insured to or for the benefit of any "insured persons" or any corporation or partnership in which an "insured person" owns or did own directly or indirectly an equity interest.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXCLUSION – PEER REVIEW/STANDARD SETTING

This endorsement modifies insurance provided under the following:

NOT-FOR-PROFIT ORGANIZATION DIRECTORS, OFFICERS AND TRUSTEES LIABILITY INSURANCE POLICY

This policy does not apply to "claims" that result from, arise from or in consequence of the rendering or failure to render services or activities involving peer review, credentialing, accrediting, certification, standard setting or disciplinary action.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

WISCONSIN CHANGES – AMENDMENT OF POLICY CONDITIONS

This endorsement modifies insurance provided under the following:

NOT FOR PROFIT ORGANIZATION DIRECTORS, OFFICERS AND TRUSTEES LIABILITY COVERAGE PART

A. Paragraph **2.b.** CANCELLATION (Section **V**) is replaced by the following:

b. We may cancel this policy by mailing or delivering to the first Named Insured written notice of cancellation at least 10 days before the effective date of cancellation.

If this policy has been in effect for less than 60 days and is not a renewal policy, we may cancel for any reason.

If this policy has been in effect for 60 days or more or is a renewal of a policy we issued, except as provided below for a policy written for a term of more than one year or with no fixed expiration date, we may cancel this policy only for one or more of the following reasons:

(1) The policy was obtained by material misrepresentation;

(2) There has been a substantial change in the risk we originally assumed, except to the extent that we should have foreseen the change or considered the risk in writing the policy;

(3) There have been substantial breaches of contractual duties, conditions or warranties; or

(4) Nonpayment of premium.

If this policy has been in effect for 60 days or more or is a renewal of a policy we issued, the notice of cancellation will state the reason for cancellation.

If this policy is written for a term of more than one year or has no fixed expiration date, we may cancel this policy for any reason by mailing or delivering to the first Named Insured written notice of cancellation at least 60 days before the anniversary date of the policy. Such cancellation will be effective on the policy's anniversary date.

We may cancel this policy because of the termination of an insurance marketing intermediary's contract with us only if the notice of cancellation contains an offer to continue the policy with us if we receive a written request from the first Named Insured prior to the date of cancellation.

B. The following is added to **3.** CHANGES (Section **V**):

If one of our agents knows of a fact that breaches a condition of this Coverage Part, we will be considered to have knowledge of this same fact if:

a. The agent knows of this fact at the time the Coverage Part is issued or an application is made; or

b. The agent later learns of this fact in the course of his dealings as an agent with you.

Any fact that breaches a condition of this Coverage Part and is known to the agent prior to loss shall not void the Coverage Part or prevent a recovery in the event of loss.

C. Condition **7.** LEGAL ACTION AGAINST US (Section **V**) does not apply.

D. The following is added to Condition **10.** REPRESENTATIONS (Section **V**):

No misrepresentation or breach of affirmative warranty made by you or on your behalf in the negotiation of this Coverage Part affects our obligation under this Coverage Part unless:

a. We rely on it and it is either material or made with intent to deceive; or

b. The facts misrepresented or falsely warranted contribute to the loss.

No failure of a condition before the loss and no breach of a promissory warranty affects our obligation under this Coverage Part unless such failure or breach:

a. Exists at the time of the loss; and

b. Either increases the risk at the time of the loss or contributes to the loss.

The provisions of this condition do not apply to nonpayment of premium.

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E. Condition **13.** TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US (Section **V**) is replaced by the following:

In the event of any payment under this Coverage Part, we will be entitled to the insured's rights of recovery against any person or organization and the insured will do whatever is necessary to secure such rights. We will be entitled to a recovery only after the insured has been fully compensated for damages.

F. Condition **15.** WHEN WE DO NOT RENEW is replaced by the following:

a. If we elect not to renew this policy we will mail or deliver written notice of nonrenewal to the first Named Insured's last mailing address known to us. Notification of nonrenewal will also be sent to your broker, if known, or agent of record, if known. We may elect not to renew for any reason; the notice will state the reason for nonrenewal. We will mail or deliver the notice at least 60 days before the expiration date of this policy.

We need not mail or deliver the notice if:

(1) You have insured elsewhere;

(2) You have accepted replacement coverage;

(3) You have requested or agreed to nonrenewal of this policy;

(4) This policy is renewed in an affiliate in compliance with WIS. STAT. § 631.39; or

(5) This policy is expressly designated as nonrenewable.

b. We may refuse to renew this policy because of the termination of an insurance marketing intermediary's contract with us only if the notice of nonrenewal contains an offer to renew the policy with us if we receive a written request from the first Named Insured prior to the renewal date.

c. If you fail to pay the renewal or continuation premium by the premium due date, this policy will terminate on the policy expiration or anniversary date, if we have:

(1) Given you written notice of the renewal or continuation premium not more than 75 days nor less than 10 days prior to the due date of the premium; and

(2) Stated clearly in the notice the effect of nonpayment of premium by the due date.

d. If this policy is written for a term of more than one year or has no fixed expiration date, we may alter the terms or premiums of this policy by mailing or delivering written notice of less favorable terms or premiums to the first Named Insured's last mailing address known to us. We will mail, by first class mail, or deliver this notice at least 60 days prior to the anniversary date.

If we notify the first Named Insured within 60 days prior to the anniversary date, the new terms or premiums will not take effect until 60 days after the notice was mailed or delivered. The notice will include a statement of the first Named Insured's right to cancel. The first Named Insured may elect to cancel the policy at any time during the 60-day period, in accordance with Paragraph **a.** of Condition **2.** CANCELLATION. If the first Named Insured elects to cancel the policy during the 60-day period, return premiums or additional premium charges will be calculated proportionately on the basis of the old premiums.

e. If we elect to renew this policy but on less favorable terms or at higher premiums, we will mail or deliver written notice of the new terms or premiums to the first Named Insured's last mailing address known to us. We will mail, by first class mail, or deliver this notice at least 60 days prior to the renewal date.

If we notify the first Named Insured within 60 days prior to the renewal date, the new terms or premiums will not take effect until 60 days after the notice was mailed or delivered. The notice will include a statement of the first Named Insured's right to cancel. The first Named Insured may elect to cancel the renewal policy at any time during the 60-day period, in accordance with Paragraph **a.** of Condition **2.** CANCELLATION. If the first Named Insured elects to cancel the renewal policy during the 60-day period, return premiums or additional premium charges will be calculated proportionately on the basis of the old premiums.

We need not mail or deliver this notice if the only change adverse to you is a premium increase that:

(1) Is less than 25% and is generally applicable to the class of business to which this policy belongs; or

(2) Results from a change based on your action that alters the nature or extent of the risk insured against, including but not limited to a change in the classification or the units of exposure, or increased policy coverage.

G. Condition **16** is hereby added as follows:

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16. Special Provision – Cancellation And Nonrenewal

We will not cancel or refuse to renew liability coverage wholly or partially because of age, sex, residence, race, color, creed, religion, national origin, ancestry, marital status or occupation of anyone who is an insured.

H. CONFORMITY TO STATUTE OR RULE

Any provision of this policy (including endorsements which modify the policy) that is in conflict with a Wisconsin statute or rule is hereby amended to conform to that statute or rule.

The term rule means a valid rule promulgated by the Commissioner of Insurance in accordance with the rule-making authority conferred under Wis. Stat. Ann. Section 227.11(2) and published in the Wisconsin Administrative Code.

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NOT–FOR–PROFIT ORGANIZATION DIRECTORS, OFFICERS AND TRUSTEES LIABILITY INSURANCE POLICY

THIS POLICY PROVIDES CLAIMS MADE AND REPORTED COVERAGE.
PLEASE READ THE ENTIRE FORM CAREFULLY.

THERE IS A SEPARATE DEDUCTIBLE PROVISION APPLICABLE TO ALL PAYMENTS FOR "DAMAGES" AND "DEFENSE EXPENSES".

PLEASE READ THIS POLICY CAREFULLY TO DETERMINE RIGHTS, DUTIES, COVERAGE AND COVERAGE RESTRICTIONS. WE HAVE ISSUED THIS POLICY BASED UPON YOUR APPLICATION FOR THIS INSURANCE WHICH IS ATTACHED TO AND BECOMES A PART OF THIS POLICY. THAT APPLICATION IS A REPRESENTATION OF THE CORRECTNESS OF THE INFORMATION BASED UPON WHICH WE HAVE ISSUED THIS POLICY.

WE HAVE NO DUTY TO PROVIDE COVERAGE UNLESS THERE HAS BEEN FULL COMPLIANCE WITH ALL THE CONDITIONS (**SECTION V**) OF THIS POLICY

Throughout this policy the words "you", "your" and "Insured Entity" refer to the Named Insured shown in the Declarations, and any other person or organization qualifying as a Named Insured under this policy. The words "we", "us" and "our" refer to the Company providing this insurance. The word "insured" means any person or organization qualifying as such under Who Is An Insured (**Section II**).

All words and phrases that appear in quotation marks have special meaning. Refer to Definitions (**Section VI**).

SECTION I – COVERAGE: NOT–FOR–PROFIT ORGANIZATION DIRECTORS, OFFICERS AND TRUSTEES LIABILITY

In consideration of the payment of premium and in reliance upon representations you made to us in applying for this insurance and subject to the Limits of Insurance shown in the Declarations, and all the exclusions, terms and conditions of this policy, we agree with you as follows:

1. Insuring Agreement

a. We will pay on behalf of an "insured person" "damages" in excess of the Deductible resulting from a "claim" made against the "Insured Person" arising out of a "Wrongful Act", unless the insured entity pays such "damages" as indemnification, provided that all requirements in Paragraph **d.** below are also met.

b. We will pay on behalf of the insured entity "damages" in excess of the Deductible resulting from a "claim" made against the insured arising out of a "Wrongful Act" of the insured if the insured entity pays such "damages" as indemnification, provided that all requirements in Paragraph **d.** below are also met.

c. We will pay on behalf of the insured entity "damages" in excess of the Deductible resulting from a "claim" made against the insured entity arising out of a "wrongful act" of the insured entity, provided that all requirements in Paragraph **d.** below are also met.

d. This insurance applies only if:

(1) The "Wrongful Act" took place in the "coverage territory";

(2) The "Wrongful Act" occurred after the Retroactive Date, if any, shown in the Declarations and before the end of the policy period; and

(3) The "claim" is both:

(a) First made against any insured, in accordance with Paragraph **e.** below, during the policy period or any Extended Reporting Period we provide under **Section VII – Extended Reporting Periods**; and

(b) Reported to us either:

(i) During the policy period or within sixty (60) days thereafter, or

(ii) With respect to any "claim" first made during any Extended Reporting Period we provide under **Section VII — Extended Reporting Periods**, during such Extended Reporting Period.

We have the right and duty to defend such a "claim". We have no other obligation under this insurance to make payments or perform acts or services except as provided for in this paragraph unless explicitly provided for in Paragraph **2.** below.

e. A "claim" will be deemed to have been made at the earlier of the following times:

(1) When notice of such "claim" is received and recorded by you or by us, whichever comes first; or

(2) When we make settlement in accordance with Paragraph **2.a.** below.

f. All "claims" based on or arising out of the same "Wrongful Act" or "Interrelated Wrongful Acts" by one or more insureds shall be deemed to be one "claim" and to have been made at the time the first of those "claims" is made against any insured(s).

g. Each payment we make for "damages" other than "defense expenses" reduces the Amount of Insurance available, as provided under **Section III – Limits Of Insurance**, except that each payment we make for "defense expenses" as provided for in **Section I – Coverage: Not–For–Profit Organization Directors, Officers and Trustees Liability**, Paragraph **3.a.** shall also reduce the Policy Aggregate Limit by the amount of the payment.

2. Defense Of Claims

a. We have the right and duty to defend any "claim" covered by this policy and to pay for related "defense expenses". However, we have no duty to defend any "claim" not covered by this policy and no duty to pay for related "defense expenses" for such a claim.

We may:

(1) At our sole discretion, investigate any "Wrongful Act" that may result in a "claim"; and

(2) Settle any "claim" which may result, provided:

(a) We have your written consent to settle; and

(b) The settlement is within the applicable Limit of Insurance available.

Our liability will be limited as described below if:

(1) You refuse to consent to any settlement we recommend, and

(2) Such recommended settlement is also acceptable to the claimant(s).

When this happens, our liability under this policy for such "claim" shall not exceed the amount we would have paid for "damages" if you had consented at the time of our recommendation. You shall thereafter negotiate and defend that "claim" at your own cost and without our involvement.

b. Our right and duty to defend such "claims" end when we have used up the Limit of Insurance available, as provided under **Section III – Limits Of Insurance**. This applies both to "claims" pending at the time the Limit of Insurance is used up and those filed thereafter.

c. Expenses:

(1) When we defend a "claim", we will pay related "defense expenses" and choose a counsel of our choice from the panel of attorneys we have selected to handle "claims" involving any "Wrongful Acts". If you give us a specific written request at the time a "claim" is first made, then you may:

(a) Select a defense attorney of your choice from the panel of attorneys we have selected; or

(b) Ask us to consider the approval of a defense attorney of your choice who is not on our panel.

We will use the panel attorney you selected in Paragraph **c.(1)(a)** above or consider your request in Paragraph **c.(1)(b)** above when, in our sole discretion, we deem it appropriate to engage counsel for such "claim".

(2) If by mutual agreement or court order the insured assumes control of the defense of a "claim" before the applicable Limit of Insurance is used up, we will reimburse the insured for reasonable "defense expenses", subject to Paragraph **(3)** below.

(3) If we defend you under a reservation of rights, both your and our counsel(s) will be required to maintain records pertinent to your "defense expenses". These records will be used to determine the allocation of any "defense expenses" for which you may be solely responsible, including defense of an allegation or "claim" not covered by this insurance.

(4) In any case, however, our obligation to pay "defense expenses" applies only to the amount in excess of the Deductible.

3. Exclusions

a. The following exclusion applies to all "damages" except for "defense expenses", up to a maximum aggregate limit for such "defense expenses" of $100,000 per policy period.

(1) Claims seeking exclusively non–monetary relief, including injunctive relief ("Defense Expenses" sublimit)

This policy does not cover "claims" seeking exclusively non–monetary relief for a "Wrongful Act", including injunctive relief, except that we will pay "defense expenses" for such a "claim", up to a maximum aggregate limit for such "defense expenses" of $100,000 during the policy period. Such "defense expenses" are part of and not in addition to the Policy Aggregate Limit, and each payment we make for such "defense expenses" shall reduce the Policy Aggregate Limit by the amount of the payment. Paragraph **5.** Of **Section III – Limits Of Insurance** does not apply to this paragraph; however, we will not be obligated to pay any "defense expenses" after the applicable Limit of Insurance has been exhausted by payment of "damages".

In no event will we pay the cost of complying with or implementing any non–monetary relief, including injunctive relief, that may be ordered by a court or other tribunal, consented to by the insured in settlement of a "claim", or otherwise become an obligation of the insured, including, but not limited to, any order or consent agreement to modify any building or property. This limitation shall apply whether the "claim" seeks exclusively non–monetary relief or both monetary and non–monetary relief.

b. The following exclusions apply to all "damages", including "defense expenses".

This policy does not cover "claims" arising directly or indirectly from any:

(1) Prior or Pending Litigation, "Claims", and "Wrongful Acts'

(a) "Wrongful Acts" which were the subject of any demand, suit or other proceeding which was initiated against any insured; or

(b) Facts and circumstances which would cause a reasonable person to believe a "claim" would be made and which were known to any insured,

prior to the effective date of the earlier of the first policy of this type that we issued to you of which this policy was an uninterrupted renewal of this type of coverage, or this policy.

(2) Breach of any express or implied contract or agreement, including any express or implied obligation to make payments in the event of termination of employment.

(3) Obligation to pay "damages" by reason of the assumption of liability in any contract or agreement. This exclusion does not apply to liability for "damages" that the insured would have in the absence of the contract or agreement.

(4) Of the following laws:

(a) Any workers compensation, disability benefits or unemployment compensation law, or any similar law,

(b) Employees' Retirement Income Security Act of 1974, Public Law 93–406, (E.R.I.S.A.) as now or hereafter amended, or any similar state or other governmental law. This includes fiduciary liability, liability arising out of the administration of any employee benefit plan and any other liability under any such laws;

(c) The Fair Labor Standards Act, the National Labor Relations Act of 1938, the Worker Adjustment and Retraining Notification Act (Public Law 100–37991988), the Consolidated Omnibus Budget Reconciliation Act of 1985, or the Occupational Safety and Health Act. This exclusion also applies to any rules or regulations promulgated under any of the foregoing and amendments thereto or any similar provisions of any federal, state or local law, and to that part of any "damages" awarded for the cost or replacement of any insurance benefits due or alleged to be due to any current or former "employee"; or

(d) The Illinois Biometric Information Privacy Act, (Public Act 95–994, 2008), any amendments thereto or any rules or regulations promulgated thereunder, or amendments thereof, or any similar state or federal biometric privacy laws, any amendments thereto or any rules or regulations promulgated thereunder, or amendments thereof.

(5) Collection, retention, recording, use, safeguarding, handling, storage, dissemination, sending, transmitting, distribution, communication, compromise, or destruction of any "biometric identifiers" or "biometric data" by you or anyone acting on your behalf.

(6) Oral or written publication of material, if such material:

(a) Was published by or at the direction of the insured with knowledge of the material's falsity; or

(b) Was first published before the Retroactive Date, if any, shown in the Declarations.

(7) Dishonest, criminal or fraudulent acts of the insured or the willful failure by the insured or with the insured's consent to comply with any law or any governmental or administrative order or regulation. Willful means acting with intentional or reckless disregard for such laws, orders or regulations.

The enforcement of this exclusion against any insured under this policy shall not be imputed to any other insured.

(8) "Bodily injury", "property damage", or "personal and advertising injury".

(9) "Wrongful Acts" which occur when or after:

(a) You file for or are placed in any bankruptcy, receivership, liquidation or reorganization proceeding; or

(b) Any other business entity acquires an ownership interest in you which is greater than fifty percent.

(10) Costs of complying with physical modifications to your premises or any changes to your usual business operations as mandated by the Americans with Disabilities Act of 1990 including any amendment thereto, or any similar federal, state or local law.

(11) Lockout, strike, picket line, related worker replacement(s) or other similar actions resulting from labor disputes or labor negotiations.

(12) "Damages" which an "insured" must pay as a result of a "claim" brought about or contributed to in fact by the gaining by such "insured" of any profit, remuneration or advantage to which such "insured" is not legally entitled.

(13) Actual, alleged or threatened exposure to, or generation, storage, transportation, discharge, emission, release, dispersal, escape, treatment, removal or disposal of any smoke, vapors, soot, fumes, acids, alkalis, toxic chemicals, liquids or gases, waste materials (including materials which are intended to be or have been recycled, reconditioned or reclaimed) or other irritants, pollutants or contaminants, or any regulation, order, direction or request to test for, monitor, clean up, remove, contain, treat, detoxify or neutralize any of the foregoing, or any action taken in contemplation or anticipation of any such regulation, order, direction or request.

(14) "Claims" brought or maintained by or on behalf of any "insured", except a "claim" that is a derivative action brought or maintained on behalf of the insured entity by one or more persons who are not directors, officers or trustees and who bring and maintain such "claim" without solicitation, assistance or participation of any "insured".

(15) Failure or omission to procure and maintain insurance.

(16) Damage to or destruction of any tangible property including loss of use thereof.

(17) "Employment Practices Wrongful Act".

(18) "Wrongful Act" constituting a violation of the federal Securities Act of 1933, the federal Securities Exchange Act of 1934, or any other similar state securities law, rule or regulation promulgated under any of these, regardless of whether such violation results in the imposition of criminal fines or penalties or the award of civil damages.

(19) "Sexual abuse or molestation" of a person by the insured.

(20) "Sexual abuse or molestation" of a person by a person for whose acts the insured is \legally responsible.

(21) The negligent (a) employment, (b) investigation, (c) supervision, (d) reporting to the proper authorities, or failure to so report, or (e) retention, of a person alleged to have committed "sexual abuse or molestation" and for whose acts the insured is legally responsible.

(22) "Third Party Wrongful Act".

(23) Rendering or failure to render any professional service, including, but not limited to, legal, accounting, or advertising services; supervisory, inspection, or engineering services; medical, surgical, chiropractic, pharmaceutical, dental, x–ray or nursing treatment, advice, or instruction; or any health or therapeutic treatment, advice, or instruction.

(24) Actual or alleged infringement of a patent or misappropriation of a trade secret. This exclusion does not apply to "insured persons".

SECTION II – WHO IS AN INSURED

1. You and those qualifying under "insured persons" are insureds under this policy.
2. A "subsidiary" of the insured, except for a "subsidiary" that was newly acquired or formed by the insured during the policy period, is also an insured under this policy, but only with respect to the conduct of the "subsidiary's" business. Paragraph 3. applies to any "subsidiary" of the insured that was newly acquired or formed during the policy period, unless such "subsidiary" has already been added to this policy by written endorsement.
3. Any organization you newly acquire or form, other than a partnership or joint venture, and over which you maintain ownership or majority interest, will qualify as a Named Insured if there is no other similar insurance available to that organization. However:
   a. You must provide us notice of such acquisition or formation within 30 days of the effective date of the acquisition or formation;
   b. Coverage under this provision is afforded only until the 90th day after you acquire or form the organization or until the end of the policy period, whichever is earlier;
   c. Coverage does not apply to any "Wrongful Act" that occurred before you acquired or formed the organization; and
   d. You must pay us any additional premium due as a condition precedent to the enforceability of this additional extension of coverage.

Paragraph **3.** does not apply to any organization after it is shown in the Declarations or added to this policy by endorsement.

SECTION III – LIMITS OF INSURANCE

1. The Limits of Insurance shown in the Declarations and the rules below fix the most we will pay regardless of the number of:
   a. Insureds; or
   b. Persons or organizations making "claims".
2. The Amount of Insurance stated as the Policy Aggregate Limit is the most we will pay for the sum of all "damages" other than "defense expenses" resulting from all "claims" against the insured arising out of a "Wrongful Act" that are covered by this insurance.

   Each payment we make for such "damages" other than "defense expenses" reduces the Policy Aggregate Limit by the amount of the payment, except that each payment we make for "defense expenses" as provided for in **Section I–Coverage: Not–For–Profit Organization Directors, Officers and Trustees Liability,** Paragraph **3.a.** shall also reduce the Policy Aggregate Limit by the amount of the payment. This reduced limit will then be the Amount of Insurance available for payment of further "damages" under this policy; however, we will not be obligated to pay any "defense expenses" after the applicable Limit of Insurance has been exhausted by our payment of "damages".
3. Subject to Paragraph **2.** above, the Amount of Insurance stated as the Each "Claim" Limit is the most we will pay in excess of the deductible for the sum of all "damages" other than "defense expenses" resulting from one "claim" against the insured arising out of a "Wrongful Act" that is covered by this insurance, whether such "claim" is brought by one or more claimants.
4. In addition to the payments for "damages" provided for in Paragraphs **2.** and **3.** above, we will also pay all interest on the full amount of any judgment that accrues after entry of the judgment and before we have paid, offered to pay, or deposited in court the amount available for the judgment under the provisions of Paragraphs **2.** and **3.** above.
5. "Defense expenses" are paid in addition to and do not reduce the Policy Aggregate Limit, except that each payment we make for "defense expenses" as provided for in **Section I–Coverage: Not–For–Profit Organization Directors, Officers and Trustees Liability**, Paragraph **3.a.** shall also reduce the Policy Aggregate Limit by the amount of the payment. However, we will not be obligated to pay any "defense expenses" after the applicable Limit of Insurance has been exhausted by our payment of "damages".

These Limits of Insurance apply separately to each consecutive annual period and to any remaining period of less than 12 months, starting with the beginning of the policy period shown in the Declarations, unless the policy period is extended after issuance for an additional period of less than 12 months. In that case, the additional period will be deemed part of the last preceding period for purposes of determining the Limits of Insurance.

SECTION IV – DEDUCTIBLE

1. A deductible applies to all "damages" resulting from a "claim" against the insured arising out of a "Wrongful Act".
2. Our obligation under this insurance to pay "damages" on behalf of any insured applies only to the amount of "damages" for each "claim" which is in excess of the deductible amount stated in the Declarations.
3. Your obligation is to pay that deductible which is applicable to each "claim" made against this insurance. That deductible applies to all "damages" resulting from a "claim" against the insured arising out of a "Wrongful Act". If there should be no "damages" other than "defense expenses" paid for a "claim", you are still obligated to pay the applicable deductible for any "defense expenses" incurred by us in connection with that "claim".
4. The terms of this insurance apply irrespective of the application of the deductible, including those with respect to:
   a. Our right and duty to defend any "claims" covered by this insurance; and
   b. Your duties in the event of a "claim".
5. We may pay any part or all of the deductible to effect settlement of any "claim" and, upon notification of the action taken, you shall promptly reimburse us for such part of the deductible as we may have paid.
6. The application of the deductible does not erode the Limits of Insurance provided.

SECTION V – CONDITIONS

1. **Bankruptcy**

   Subject to Exclusion **(9)** of **Section I–Coverage: Not–For–Profit Organization Directors, Officers and Trustees Liability**, the bankruptcy or insolvency of the insured or of the insured's estate will not relieve us of our obligations under this policy.

2. **Cancellation**
   a. The first Named Insured shown in the Declarations may cancel this policy by mailing or delivering to us written advance notice of cancellation.
   b. We may cancel this policy by mailing or delivering to the first Named Insured written notice of cancellation at least:
      (1) 10 days before the effective date of cancellation if we cancel for nonpayment of premium; or
      (2) 30 days before the effective date of cancellation if we cancel for any other reason.
   c. We will mail or deliver our notice to the first Named Insured's last mailing address known to us.
   d. Notification of cancellation will also be sent to your broker, if known, or agent of record, if known.
   e. Notice of cancellation will state the effective date of cancellation. The policy period will end on that date.
   f. If this policy is cancelled, we will send the first Named Insured any premium refund due. If we cancel, the refund will be pro rata. If the first Named Insured cancels, the refund may be less than pro rata,. The cancellation will be effective even if we have not made or offered a refund.
   g. If notice is mailed, proof of mailing will be sufficient proof of notice.

3. **Changes**

   This policy contains all agreements between you and us concerning the insurance afforded. The first Named Insured shown in the Declarations is authorized to make changes in the terms of this policy with our consent. This policy's terms can be amended or waived only by endorsement issued by us and made a part of this policy.

4. **Duties in the Event of a "Wrongful Act" or a "Claim"**
   a. You must see to it that we are notified as soon as practicable of any specific "Wrongful Act" which you believe may result in a "claim". Your belief must be reasonably certain as the result of specific allegations made by a potential claimant or such potential claimant's legal representative, or as the result of specifically identifiable injury sustained by a potential claimant. To the extent possible, notice should include:
      (1) How, when and where such "Wrongful Act" took place;
      (2) The names and addresses of any potential claimants and witnesses; and
      (3) The nature of any injury arising out of such "Wrongful Act".

      Notice of such "Wrongful Act" is not notice of a "claim", but preserves any insured's rights to future coverage for subsequent "claims" arising out of such "Wrongful Acts" as described in the Basic Extended Reporting Period of **Section VII – Extended Reporting Periods.**
   b. If a "claim" is received by any insured:
      (1) You must immediately record the specifics of the "claim" and the date it was received;

(2) You and any other involved insured must see to it that we receive written notice of the "claim" as soon as practicable, but in any event, we must receive notice either:

(a) During the policy period or within sixty (60) days thereafter; or

(b) With respect to any "claim" first made during any Extended Reporting Period we provide under **Section VII — Extended Reporting Periods**, during such Extended Reporting Period, as a condition precedent for coverage under this insurance. Such notice must provide us with the same information as is required in Paragraph **a.** above; and

(3) You and any other involved insured must:

(a) Immediately send us copies of any demands, notices, summonses, complaints, petitions, or legal papers received in connection with the "claim";

(b) Authorize us to obtain records and other information;

(c) Cooperate with us in the investigation, settlement or defense of the "claim"; and

(d) Assist us, upon our request, in the enforcement of any right against any person or organization which may be liable to the insured because of injury or damage to which this insurance may also apply.

c. No insureds will, except at their own cost, voluntarily make a payment, assume any obligation, or incur any expense without our consent.

5. Examination of Your Books and Records

We may examine and audit your books and records as they relate to this policy at any time during the policy period and up to three years afterward.

6. Inspections and Surveys

a. We have the right but are not obligated to:

(1) Make inspections and surveys at any time;

(2) Give you reports on the employment practices and conditions we find; and

(3) Recommend procedures, guidelines and changes.

b. Any inspections, surveys, reports or recommendations relate only to insurability and the premiums to be charged. We do not undertake to perform the duty of any person or organization to provide for the health or safety of, or lawful practices with your workers or the public. We do not warrant that conditions:

(1) Are safe or healthful; or

(2) Comply with laws, regulations, codes or standards as they relate to the purpose of this or any other insurance.

c. Paragraphs **a.** and **b.** of this condition applies not only to us, but also to any rating, advisory, rate service or similar organization which makes insurance inspections, surveys, reports or recommendations on our behalf.

7. Legal Action Against Us

No person or organization has a right under this policy:

a. To join us as a party or otherwise bring us into a "claim" against any insured arising out of a "Wrongful Act"; or

b. To sue us on this policy unless all of its terms have been fully complied with.

A person or organization may sue us to recover on an agreed settlement or on a final judgment against an insured obtained after an actual trial; but we will not be liable for "Damages" that are not payable under the terms of this policy or that are in excess of the applicable limit of insurance. An agreed settlement means a settlement and release of liability signed by us, the insured and the claimant or the claimant's legal representative.

8. Other Insurance

If other valid and collectible insurance is available to the insured for "claims" or "damages" we cover under this insurance, our obligations are limited as follows:

a. As this insurance is primary insurance, our obligations are not affected unless any of the other insurance is also primary. Then, we will share with that other insurance by the method described in Paragraph **b.** below.

b. If the other insurance permits contribution by equal shares, we will follow this method also. Under this approach each insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first.

If any of the other insurance does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers.

9. Payment of Premiums and Deductible Amounts

a. We will compute all premiums for this insurance in accordance with our rules and rates; and

b. The first Named Insured shown in the Declarations is responsible for the payment of all premiums and deductible payments due and will be the payee for any return premiums we pay.

10. Representations

By accepting this policy, you agree:

a. The statements in the Declarations are accurate and complete;

b. Those statements are based upon representations you made to us in your application for this insurance. That application is attached to and incorporated into this policy and forms the basis of our obligations under this policy; and

c. Since we have issued this policy in reliance upon your representations, this policy is voidable if any material fact or circumstance relating to the subject of this insurance is omitted or misrepresented in your application.

11. Separation Of Insureds

Except with respect to the Limits of Insurance, and any rights or duties specifically assigned in this policy to the first Named Insured, this insurance applies:

a. As if each Named Insured were the only Named Insured; and

b. Separately to each insured against whom "claim" is made.

No knowledge or information possessed by any insured will be imputed to any other insured, except for material facts or information known to the person or persons who signed the application for this insurance.

12. Sole Agent

The first Named Insured is authorized to act on behalf of all insureds with respect to payment for premiums and deductibles, giving or receiving notice of cancellation or nonrenewal, receiving premium refunds, requesting any Supplemental Extended Reporting Period and agreeing to any changes in this policy.

13. Transfer Of Rights Of Recovery Against Others To Us

If the insured has rights to recover all or part of any payment we have made under this policy, those rights are transferred to us. The insured must do nothing after loss to impair them. At our request, the insured will sue those responsible or transfer those rights to us and help us enforce them.

14. Transfer of Your Rights and Duties Under This Policy

Your rights and duties under this policy may not be transferred without our written consent.

15. When We Do Not Renew

If we decide not to renew this insurance, we will mail or deliver to the first Named Insured shown in the Declarations written notice of the nonrenewal not less than 30 days before the expiration date. If notice is mailed, proof of mailing will be sufficient proof of notice. Notification of nonrenewal will also be sent to your broker, if known, or agent of record, if known.

SECTION VI – DEFINITIONS

1. "Bodily Injury" means physical injury to the body, sickness or disease sustained by a person as the result of direct physical injury to the body, including death resulting from any of these at any time.

2. "Claim" means any of the following:

   a. A written demand alleging the insured is liable for a "Wrongful Act" and seeking monetary damages or non–monetary relief;

   b. A civil proceeding commenced by the filing of a complaint, petition or other similar pleading;

   c. A formal administrative or regulatory proceeding or investigation commenced by the filing of a complaint, charge, formal investigative order or other similar document;

   d. An arbitration, mediation or similar alternative dispute resolution proceeding in which "damages" are claimed and to which the insured submits with our consent; or

   e. A criminal proceeding commenced by the return of an indictment.

   "Claim" does not include:

   (1) A labor or grievance arbitration or proceeding pursuant to a collective bargaining agreement; or

   (2) A subpoena, civil investigative demand or investigation except as provided under Paragraph **2.c.** above.

3. "Coverage territory" means:

   a. The United States of America (including its territories and possessions) and Puerto Rico; or

b. Anywhere in the world with respect to the activities of a person whose place of employment is in the territory described in Paragraph **a.** above, while he or she is away for a short time on your business; provided that the insured's responsibility to pay "damages" is determined in a suit (or in any other type of civil proceeding as described under the definition of "claim") on the merits in, and under the substantive law of, the United States of America (including its territories and possessions) or Puerto Rico.

4. "Damages" means "defense expenses" and monetary amounts to which this insurance applies and which the insured is legally obligated to pay as judgments or awards, or as settlements to which we have agreed in writing. "Damages" include:
   a. "Pre–judgment Interest" awarded against the insured on that part of the judgment we pay,
   b. To the extent allowed by law, any portion of a judgment or award that represents a multiple of the compensatory amounts or punitive or exemplary damages, and
   c. Statutory attorney fees.

   "Damages" do not include:
   a. Civil, criminal, administrative or other fines or penalties;
   b. Equitable relief, injunctive relief, declarative relief, the cost of compliance with such relief, or any other relief or recovery other than monetary amounts; or
   c. Judgments or awards because of acts deemed uninsurable by law.
5. "Defense expenses" means payments allocated to a specific "claim" for its investigation, settlement, or defense, including:
   a. Attorney fees and all other litigation expenses.
   b. The cost of bonds to appeal a judgment or award in any "Claim" we defend. We do not have to furnish these bonds.
   c. The cost of bonds to release attachments. We do not have to furnish these bonds.
   d. Reasonable expenses incurred by the insured at our request to assist us in the investigation or defense of any "Claim", including actual loss of earnings up to $250 a day because of time off from work.
   e. Costs taxed against the insured in the "Claim".

   "Defense expenses" does not include:
   a. Salaries and expenses of our employees or your "Employees", other than:
      (1) That portion of our employed attorneys' fees, salaries and expenses allocated to a specific "Claim" for the defense of the insured; and
      (2) The expenses described in Paragraph **d.** above; and
   b. Interest on the full amount of any judgment that accrues after entry of the judgment and before we have paid, offered to pay, or deposited in court the amount available for the judgment under the provisions of **Section III – Limits Of Insurance**.
6. "Employee" means a person employed by you for wages or salary. But "employee" does not include any independent contractor, any employees of any independent contractor while acting within the scope of their employment, any "leased worker" or any "temporary worker".
7. "Employment Practices Wrongful Act" means any of the following actual or alleged practices which are directed against any of your "employees", "leased workers", "temporary workers", former "employees" or any applicant for employment by you:
   a. Wrongful dismissal, discharge or termination of employment, whether actual or constructive;
   b. Employment–related misrepresentation;
   c. Violation of any federal, state, or local employment laws;
   d. "Sexual Harassment" or "Workplace Harassment";
   e. "Discrimination";
   f. Wrongful failure to employ or promote;
   g. Wrongful discipline;
   h. Wrongful deprivation of a career opportunity;
   i. Negligent employee evaluation;
   j. "Retaliation";
   k. Failure to provide or follow adequate workplace or employment policies or procedures;
   l. Defamation (including libel or slander);
   m. Invasion of privacy;
   n. Malicious prosecution;
   o. Wrongful demotion;
   p. Negligent reassignment;
   q. Negligent hiring;
   r. Negligent supervision;
   s. Negligent training;
   t. Negligent retention.

8. "Insured persons" means
   a. Any past, present or future duly elected or appointed director, officer or trustee of the insured entity;
   b. Past, present or future members of duly constituted commissions, boards or other units operated under your charter and written approval;
   c. Your current or former "employees" but only for acts within the scope of their employment by you or while performing duties related to the conduct of your business;
   d. Any person providing volunteer services for you, at your request, and operating under your direction and control;
   e. Any person serving as a director or officer of another nonprofit organization at your express written direction;
   f. The estates, heirs, legal representatives or assigns of deceased persons who were "insured persons" at the time of the "Wrongful Act" upon which a "claim" is based;
   g. The legal representatives or assigns of an "insured person" in the event of their incompetence, insolvency or bankruptcy; or
   h. The lawful spouse of an "insured person" under Paragraphs a. and b. above is also an "insured person", but solely by reason of such spouse's status as a spouse or such spouse's ownership interest in property which the claimant seeks as recovery for an alleged "Wrongful Act".
9. "Leased worker" means a person leased to you by a labor leasing firm under an agreement between you and the labor leasing firm, to perform duties related to the conduct of your business. "Leased worker" does not include a "temporary worker".
10. "Personal and advertising injury" means injury, including consequential "bodily injury", arising out of one or more of the following offenses:
   a. False arrest, detention or imprisonment;
   b. Malicious prosecution;
   c. The wrongful eviction from, wrongful entry into, or invasion of the right of private occupancy of a room, dwelling or premises that a person occupies, committed by or on behalf of its owner, landlord or lessor;
   d. Oral or written publication of material that slanders or libels a person or organization or disparages a person's or organization's goods, products or services;
   e. Oral or written publication of material that violates a person's right of privacy;
   f. The use of another's advertising idea in your "advertisement"; or
   g. Infringing upon another's copyright, trade dress or slogan in your "advertisement".
11. "Pre–judgment interest" means interest added to a settlement, verdict, award or judgment based on the amount of time prior to the settlement, verdict, award or judgment, whether or not made part of the settlement, verdict, award or judgment.
12. "Property damage" means:
   a. Physical injury to tangible property, including all resulting loss of use of that property. All such loss of use shall be deemed to occur at the time of the physical injury that caused it; or
   b. Loss of use of tangible property that is not physically injured. All such loss of use shall be deemed to occur when such tangible property cannot be used due to an accident, including continuous or repeated exposure to substantially the same general harmful conditions.
13. "Temporary worker" means a person who is furnished to you to substitute for a permanent "Employee" on leave or to meet seasonal or short–term workload conditions.
14. "Wrongful Act" means
   a. Any actual or alleged act, error, omission, misstatement, misleading statement or breach of duty by a director, officer or trustee of the insured entity in his or her capacity as such;
   b. Any matter asserted against a director, officer or trustee of the insured entity solely by reason of his or her status as director, officer, trustee, employee, volunteer or member of a duly constituted committee of the insured entity; and
   c. Any other actual or alleged act, error, omission, misstatement, misleading statement or breach of duty by the insured entity.

   "Wrongful Act" shall not include any "Employment Practices Wrongful Act" or "Third Party Wrongful Act".
15. "Biometric identifiers" include DNA, written signature, computer navigation (mouse or touch–pad) patterns, keystroke patterns, behavioral patterns, retinal, eyeball or iris scans, fingerprints, footprints, voiceprints, vascular scans, scans of hand or face geometry, or any other personally identifiable measurable biological characteristic of a natural person.

16. "Biometric data" means any information, regardless of how it is captured, converted, stored, transmitted, or shared, based on an individual's biometric identifier used to identify an individual and personal data relating to the physical, physiological, or behavioral characteristics of a natural person, which allow or confirm the unique identification of that natural person.

17. "Discrimination" means the violation of any applicable federal, state or local laws prohibiting employment discrimination based upon a person's race, color, national origin, religion, sex, gender, marital status, sexual orientation or preference, age, disability, physical or mental condition, or any other protected class or characteristic established by such laws.

18. "Sexual abuse and molestation" means any actual, attempted or alleged criminal sexual conduct by a person or persons acting in concert toward another person, which causes physical or mental injuries. "Sexual abuse and molestation" includes:

    a. Sexual molestation;

    b. Sexual assault;

    c. Sexual exploitation; and

    d. Sexual injury.

    "Sexual abuse and molestation" does not include "sexual harassment".

19. "Sexual harassment" means any actual, attempted or alleged unwelcome sexual advances, requests for sexual favors or other harassing conduct of a sexual nature, whether verbal or physical, by a person or persons acting in concert toward another person, which causes physical or mental injuries, provided that:

    a. Submission to such conduct has been made either explicitly or implicitly a condition of the person's employment; or

    b. Submission to or rejection of such conduct has been made a basis for employment decisions affecting the person; or

    c. Such conduct was undertaken with the purpose or has the effect of unreasonably interfering with the person's work performance or creating a work environment that a reasonable person would consider intimidating, hostile, or offensive.

    "Sexual harassment" does not include "sexual abuse and molestation".

20. "Retaliation" means an adverse employment action taken by a person or persons acting in concert against a person because of:

    a. The person's threatened, attempted, or actual engagement in a protected activity;

    b. The person's threatened, attempted, or actual reporting or disclosure of actual or alleged "discrimination" or other violation of law; or

    c. The person's participation in or cooperation with an investigation into "discrimination" or other violation of law, including an internal investigation conducted pursuant to the insured's workplace or employment policies or procedures.

21. "Workplace harassment" means any actual, attempted, or alleged unwelcome conduct, whether verbal or physical, by a person or persons acting in concert toward another person, based upon such person's race, color, national origin, religion, sex, gender, marital status, age, sexual orientation or preference, age, disability, physical or mental condition, or any other protected class or characteristic established by applicable federal, state, or local law, which causes physical or mental injuries, provided that:

    a. Submission to or enduring such conduct has been made a condition of the person's employment; or

    b. Such conduct was undertaken with the purpose or has the effect of unreasonably interfering with the person's work performance or creating a work environment that a reasonable person would consider intimidating, hostile, or offensive.

22. "Subsidiary" means:

    a. Any entity which qualifies as a not–for–profit organization under the Internal Revenue Code, other than a political committee organized pursuant to Section 432 of the Federal Election Campaign Act of 1971 (and amendments thereto), and for which the Named Insured has or controls the right to elect or appoint more than 50% of the Board of Directors or other governing body of such entity as of the inception date of the Policy.

    b. Any other entity added as a "subsidiary" by written endorsement to this policy.

23. "Interrelated Wrongful Acts" means all "Wrongful Acts" that are the same, continuous, or related, or that involve or arise from the same, related, or common nucleus of facts.

24. "Third Party Wrongful Act" means any actual, attempted, or alleged:

    a. "Discrimination" by an insured against a "Third Party"; or

    b. "Sexual harassment" by an insured against a "Third Party".

SECTION VII – EXTENDED REPORTING PERIODS

1. We will provide Extended Reporting Periods, as described below, if:
   a. This policy is cancelled or not renewed; or
   b. We renew or replace this policy with insurance that:
      (1) Has a Retroactive Date later than the date shown in the Declarations of this policy; or
      (2) Does not apply on a claims–made basis.
2. Extended Reporting Periods do not extend the policy period or change the scope of coverage provided. They apply only to "claims" arising out of "Wrongful Acts" which occurred after the Retroactive Date, if any, shown in the Declarations and before the end of the policy period. Once in effect, Extended Reporting Periods may not be cancelled.
3. Extended Reporting Periods do not reinstate or increase the Policy Aggregate Limit or any other Limits of Insurance.
4. A Basic Extended Reporting Period is automatically provided without additional charge. This period starts with the end of the policy period and lasts for:
   a. Five years with respect to "claims" against the insured arising out of "Wrongful Acts" which had been properly reported to us no later than the end of the policy period in accordance with Paragraph **4.a.** of **Section V – Conditions**; and
   b. Sixty days with respect to "claims" against the insured arising out of "Wrongful Acts" which had not been previously reported to us.

   The Basic Extended Reporting Period does not apply to "Claims" that are covered under any subsequent insurance you purchase, or that would be covered but for exhaustion of the amount of insurance applicable to such claims.
5. A Supplemental Extended Reporting Period of either twelve (12) months, twenty–four (24) months or thirty–six (36) months duration is available, but only by an endorsement and for an extra charge. This supplemental period starts when the Basic Extended Reporting Period, set forth in Paragraph **4.b.** above, ends. You must give us a written request for the endorsement, and its length, within 30 days after the end of the policy period. The Supplemental Extended Reporting Period will not go into effect unless you pay the additional premium when due. We will determine the additional premium in accordance with our rules and rates. In doing so, we may take into account the following:
   a. The exposures insured;
   b. Previous types and amounts of insurance;
   c. Limits of Insurance available under this policy for future payment of "damages"; and
   d. Other related factors.

   The additional premium will not exceed 200% of the annual premium for this policy.
6. The Supplemental Extended Reporting Period Endorsement we issue shall set forth the terms, not inconsistent with this Section, applicable to the Supplemental Extended Reporting Period, including a provision to the effect that the insurance afforded for "Claims" first received during such period is excess over any other valid and collectible insurance available under policies in force after the Supplemental Extended Reporting Period begins.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

AMENDMENT - DEFENSE EXPENSES WITHIN LIMITS OF INSURANCE

This endorsement modifies insurance provided under the following:

NOT FOR PROFIT ORGANIZATION DIRECTORS, OFFICERS AND TRUSTEES LIABILITY INSURANCE POLICY

A. SECTION I – COVERAGE paragraph **1.h.** is replaced with the following:

h. Each payment we make for "damages" or "defense expenses" reduces the Amount of Insurance available, as provided under SECTION III - LIMITS OF INSURANCE.

B. Section III – LIMITS OF INSURANCE is replaced with the following:

SECTION III - LIMITS OF INSURANCE

1. The limits of insurance shown in the Declarations and the rules below fix the most we will pay regardless of the number of:

a. insureds; or

b. persons or organizations making "Claims".

2. The Amount of Insurance stated as Policy Aggregate Limit is the most we will pay for the sum of:

a. all "damages" for all "claims" arising out of any actual or alleged "Wrongful Acts" covered by this insurance.

b. all "defense expense" for all "claims" seeking "damages" payable under paragraph a. above.

Each payment we make for such "Damages reduces the Policy Aggregate Limit by the amount of the payment. This reduced limit will then be the Amount of Insurance available for further "Damages" under this policy.

3. Subject to 2. above, the Amount of Insurance stated as the Each "Claim" Limit of Insurance is the most we will pay in excess of the Deductible as further described in SECTION IV - DEDUCTIBLE for the sum of:

a. All "Damages" for injury arising from "Wrongful Acts" covered by this insurance arising out of one "Claim" whether such "Claim" is brought by one or more claimants: and

b. All "Defense Expense" associated with that specific "Claim" in item **3.a.** immediately preceding.

4. In addition to the payments for "Damages" in paragraphs **2.** and **3.** above, we will also pay all interest on the full amount of any judgment that accrues after entry of the judgment and before we have paid, offered to pay, or deposited in court the amount available for the judgment under the provisions of paragraphs **2.** and **3.** above.

These Limits of Insurance apply separately to each consecutive annual period and to any remaining period of less than 12 months, starting with the beginning of the policy period shown in the Declarations, unless the policy period is extended after issuance for an additional period of less than 12 months. In that case, the additional period will be deemed part of the last preceding period for purposes of determining the Limits of Insurance.

C. SECTION VII – EXTENDED REPORTING PERIODS, paragraph **5.c.** is replaced with the following:

c. Limits of Insurance available under this Policy for future payment of "damages" or "defense expense";

01 Application Submitted

To preview@example.org
Subject Confirmation of Grant Application Submission

Dear MISSING: Applicant FirstName,

Thank you for submitting your grant application for the . We have successfully received your application, and it is now under review.

Application Details:

- Organization: MISSING: Organization Name
- Project/Program Name: MISSING: Request ProjectName
- Grant Process:
- Submission Date:

Our review process will take approximately four weeks after the due date, and I will notify you of the outcome by the following month. If we require any additional information, I will reach out to you.

If you have any questions or need to update your contact details, please feel free to reach out to me.

Thank you for your hard work and dedication to creating a brighter community.

Cheers,

Jamie Polley | *Parks, Recreation & Forestry Director*
Wausau & Marathon County Parks, Recreation & Forestry
info@wmcpf.org | 715.261.1550

08 **Applicants Notified –** *Approved*

To preview@example.org
Subject WMCPRF Grant Decision

Dear MISSING: Applicant FirstName,

We are pleased to share that your application for the has been approved. Congratulations on being selected for funding. We appreciate the impact of your work and are proud to support your efforts in the community.

Grant Award Details:

- Project/Initiative Funded: MISSING: Request ProjectName
- Grant Amount: $0.00
- Next Steps:
  - Please log back into the Grant Management Portal to complete your grant agreement by the end of the month. *We do not process payment until this agreement is signed and you are ready to move forward with your project/program.*
  - We will initiate grant payment on the requested date listed on your grant agreement.

Several important items we ask of you to be compliant with receipt of the grant:

- The Wausau Marathon County Parks & Recreation Foundation requires public recognition of the grant. Our logo is attached, please use it in any publications that are appropriate to acknowledge the grant. Other file formats are available upon request;
- Remember to go back to the Grant Management Portal to complete the final report within 60 days of project completion.

If you have any questions or need further assistance, feel free to reach out to me.

We look forward to partnering with you and seeing the positive impact of your work.

Cheers,

Jamie Polley | *Parks, Recreation & Forestry Director*
Wausau & Marathon County Parks, Recreation & Forestry
info@wmcpf.org | 715.261.1550

08 **Applicants Notified –** *Denied*

To preview@example.org
Subject WMCPRF Grant Decision

Dear **MISSING: Applicant FirstName**,

Thank you for applying for the . We appreciate the time and effort you invested in your application and commend your dedication to creating a brighter community.

After careful review, I regret to inform you that we are unable to approve your funding request at this time. Due to the high volume of applications and limited funding, we faced difficult decisions in the selection process. Unfortunately, we were unable to accommodate all requests.

We encourage you to apply again in the future. If you would like general feedback on your application or have any questions, please feel free to reach out to me.

We appreciate your interest in our grant process and wish you the best in your important work.

Jamie Polley | *Parks, Recreation & Forestry Director*
Wausau & Marathon County Parks, Recreation & Forestry
info@wmcpf.org | 715.261.1550

10 Payment Issued – accompanying a physical check



{{#foreach check}}

{{today_nice_date}}

{{label}}
{{check_address}}{{check_address2}}
{{check_city}}, {{check_state}} {{check_zipcode}}

Dear {{vendor_name}},

Please find enclosed the following check for {{check_amount \# $#,#0.00}} that your charity has been named as the Designated Grantee. This check is payment for the grant(s) listed below.

Granting Fund	Description	Grant Amount
{{#foreach grant}}{{fund.name}}	{{description}}	{{total_grant_amount \# #,#0.00}}{{/foreach grant}}
	Total Payment Amount	${{check_amount \# #,#0.00}}

All grants are subject to our standard terms and conditions and any conditions applicable to the grant(s) above. All amounts must be used for valid charitable purposes per IRS designations. Any amount that cannot be used should be returned to the Community Foundation.

Any questions regarding this check or the grant(s) can be directed to our team. Please reference check id {{check_id}} or in the case of a specific grant, please reference the Grant Name above.

Sincerely,

Tim Parker
President & CEO
{{/foreach check}}

Wausau & Marathon County Parks & Recreation Foundation Fund Grants 2026

BEFORE YOU BEGIN

BEFORE YOU BEGIN: It is highly recommended that you speak with a Wausau & Marathon County Parks & Recreation Foundation board member prior to beginning your application. Contact Jamie Polley, Director of Parks, Recreation & Forestry at info@wmcpf.org or by calling 715.261.1550 - *especially if this is your first application with the Wausau & Marathon County Parks & Recreation Foundation.*

ELIGIBILITY*

Wausau & Marathon County Parks & Recreation Foundation Fund of the Community Foundation of North Central Wisconsin requires that there is an impact on the greater Wausau area and/or Marathon County. Choose the geographic area below that best describes the region that will be served by your project or program. ***If your request does not include Marathon County, please discontinue your application at this time.***

Choices

Greater Wausau Area
Marathon County
North Central Wisconsin

PROJECT INFORMATION

PROJECT NAME*

Character Limit: 100

AMOUNT REQUESTED*

How much are you requesting from the Wausau & Marathon County Parks & Recreation Foundation Fund?

Character Limit: 20

TOTAL PROJECT EXPENSES*

This amount must equal the total expenses you will submit in the project budget below.

Character Limit: 20

PROJECT START DATE*
Character Limit: 10

PROJECT END DATE*
Character Limit: 10

GEOGRAPHIC AREA SERVED*
The project must serve a community within Marathon County or the county as a whole. Please specify the community(ies) or geographic area this project will serve.

Character Limit: 250

PROJECT NARRATIVE

PROJECT DESCRIPTION*
Describe the project for which you are seeking funds. Include project goals and objectives. Also explain the community need for the project and how our funding will provide impact on that need.

Character Limit: 6000

DUPLICATION OF SERVICES*
Are there any similar projects currently operating in the community? If so, why is yours different and also needed?

Character Limit: 5000

OTHER PARTICIPATING ORGANIZATIONS*
Are you collaborating with other organizations to meet this particular need? If so, name the other organizations participating in the project and describe their roles.

Character Limit: 1500

LONG TERM STRATEGIES*
What are the long term strategies for continuation and funding of this project?

Character Limit: 3000

ADDITIONAL SUPPORT MATERIALS (OPTIONAL)
This is an opportunity for you to provide any additional materials that will support the project you are proposing.

File Size Limit: 3 MB

PROJECT BUDGET

PROJECT BUDGET*

You **MUST** use the following fillable budget template to complete your project budget, then upload below. *Total project expenses must equal total project revenue.* Save the file with a new name.

File Size Limit: 3 MB

BUDGET NARRATIVE (OPTIONAL)

Provide a narrative explanation of budget items, if necessary.

Character Limit: 4000

OTHER FUNDING SOURCES*

Provide an outline of foundations, corporations, individuals, and any other funding sources that have been approached for support including the requested amount. Please put an asterisk (*) by any funding that has been awarded/secured.

Character Limit: 5000

ADDITIONAL ORGANIZATIONAL INFORMATION

MISSION*

What is the mission of your organization?

Character Limit: 3000

RECENT ACCOMPLISHMENTS*

Provide an overview of your organization’s current programs, activities, and notable accomplishments.

Character Limit: 5000

NONDISCRIMINATION POLICY*

The Community Foundation of North Central Wisconsin seeks to promote respect for all people and foster a welcoming and inclusive community for all. The Foundation will not knowingly support organizations whose programs or services are not open to everyone without discrimination on the basis of race, color, age, religion, ethnicity, national origin, gender, sexual orientation, marital status, physical and mental ability, military service, veteran status, lawful sources of income, or any other discriminatory practice prohibited by state or federal law.

Please confirm your organization's nondiscrimination policy prohibits discrimination, **at the organization's hiring level**, based on the following list. Please check all that apply.

Choices
Race
Color
Age
Religion
Ethnicity
National origin
Gender
Sexual Orientation
Marital Status
Physical & Mental Ability
Military Service
Veteran Status
Lawful Sources of Income
Any other discriminatory practice prohibited by state or federal law.

ORGANIZATION'S NONDISCRIMINATION POLICY*
List your organization's nondiscrimination policy here. This policy should be voted on and approved by the organization's board of directors.

Character Limit: 1000

NONDISCRIMINATION COMPLIANCE*
Is your organization's programming, services, and other activities in compliance with your nondiscrimination policy?

Choices
Yes
No

ELECTRONIC SIGNATURES & CONFIRMATION

AGENCY AUTHORIZATION*
Has this project been authorized by your agency's governing board or personnel? Application for school-related project require the authorization of the District Superintendent.

Choices
Yes
No

DISTRICT SUPERINTENDENT AUTHORIZATION
For school-related projects, upload the district superintendent authorization here.

File Size Limit: 2 MB

RECOGNITION OF GRANT AWARD*

If a grant is awarded, the Wausau & Marathon County Parks & Recreation Foundation requires recognition of the grant. How will the foundation be recognized for this grant if your application is successful? For example: press release, website, social media, printed materials, etc.

Character Limit: 300

CONFIRMATION*

By entering your signature information above and clicking "I Agree" below, you certify that the statements contained in this application are true and correct to the best of your knowledge. You also agree that, if selected, you will use the funds granted for the purpose as proposed and approved by the Community Foundation of North Central Wisconsin. You also agree to allow the Community Foundation to use information provided in this request for press releases, reports, and other public information.

Choices

I Agree

SIGNATURE OF APPLICANT*

Enter your full name and title below.

Character Limit: 150

SIGNATURE OF EXECUTIVE DIRECTOR, PRESIDENT/CEO, OR BOARD OF DIRECTORS CHAIRPERSON*

Type in the name and title of the person authorized to sign this agreement and represents your organization's signature.

Character Limit: 250

WAUSAU MARATHON COUNTY PARKS & RECREATION FOUNDATION GRANT PROCESS

How a grant application moves through the Grant Management Portal, advisory committee review, and award, ending with the grantee's follow-up reporting requirement.

● **START**

01 Application Submitted

The applicant submits the grant request through the Grant Management Portal.

**Email confirmation is sent to prospective grantee of application submission*

↓

02 Deadline Arrives

The application cycle closes on the published grant deadline.

↓

03 Application Marked Complete

Staff confirm the application is complete and ready to advance.

↓

04 Due Diligence Review

Eligibility, financial, and compliance due diligence is completed.

**Email and/or phone call is made to organization for more information or to inform of eligibility status*

↓

05 Assigned to Advisory Committee

Complete applications are assigned to the Grant Advisory Committee for review.

↓

06 Committee Chair Notified

The Advisory Committee Chair is notified that grants are ready for review.

**Email is sent outside of GLM. This can become a standard email within the system.*

↓

07 Funding Decisions Relayed

The chair notifies program staff which grants are approved, which are denied, and which fund(s) will support each approved grant.

↓

08 Applicants Notified

Grantees are notified of their request status.

**Email confirmation is sent to awarded grantee of application status*

↓

DECISION
Approved?

↓ ↓

IF APPROVED

Grant Agreement Signed

The approved grantee signs a grant agreement, and the process continues below.

IF DENIED

Request Closed

No further action is taken on the application.

↓ if approved

09 Processed to Voucher Status

The signed grant agreement prompts program staff to process the grant to voucher status.

↓

10 Payment Issued

Finance staff prints a check to the grantee.

**Grant award letter or email accompanies the check or ACH transfer*

↓

11 Follow-Up Form Due

The grantee must submit a follow-up form within 60 days of completing the project or program, or within two years of the award, whichever comes first.

○ **END**

Wausau & Marathon County Parks & Recreation Foundation Fund Grants 2026

WAUSAU & MARATHON COUNTY PARKS & RECREATION FOUNDATION GRANT AGREEMENT

Congratulations! Following a thorough review by THE Wausau & Marathon County Parks & Recreation Foundation Fund Advisory Committee and their recommendation to the Community Foundation of North Central Wisconsin Board of Directors, we are pleased to inform you that your grant proposal has been approved.

If you agree to the conditions outlined in this grant agreement, please sign below and submit the form electronically. Upon receipt, your grant payment will be issued by the date you specify.

PROJECT NAME
Character Limit: 100

AMOUNT AWARDED
Character Limit: 20

DATE FUNDING IS NEEDED*
Character Limit: 10

GRANT REQUIREMENTS

- The project must be implemented as described in the approved application and completed within the proposed timeline. Any request for an extension must be submitted to and approved by the Community Foundation's program staff in advance.

- Public acknowledgment of this grant is required.
    - Please include the following statement in all written materials related to the project: *"Support for this project was provided through a Wausau & Marathon County Parks & Recreation Foundation Grant of the Community Foundation of North Central Wisconsin."*

  - Visual materials associated with the project must use the Wausau & Marathon County Parks & Recreation Foundation's most current logo.

- If the project does not proceed as approved, or if grant funds are not fully expended for the intended purpose, any unspent funds must be returned to the Community Foundation.

- A follow-up report must be submitted online within 60 days of the project's completion, or within two years of the date of this notification, whichever occurs first.

Failure to submit the required grant report may result in ineligibility for future funding consideration.

GRANT REQUIREMENT TERMS*

Do you acknowledge and accept these grant requirement terms?

Choices

Yes

PUBLICITY REQUIREMENTS

- With your final report, please provide copies of any press releases, media coverage, or articles related to this grant award and the funded project, including any coverage featured in your organization's newsletter.

- The Wausau & Marathon County Parks & Recreation Foundation's logo is available upon request for use in publicizing this grant.

- We encourage you to recognize the Wausau & Marathon County Parks & Recreation Foundation on social media by tagging them in posts related to the funded project.

- Photographs that illustrate the funded project must be submitted to the Community Foundation. These images may be used by the Community Foundation to help publicize the grant. The grantee is responsible for securing any necessary photo releases or copyright permissions from photographers and/or individuals appearing in the images.

Do you accept these Publicity Requirement Terms?*

Choices

Yes

ELECTRONIC SIGNATURE & CONFIRMATION

ACCETANCE OF GRANT TERMS*

By entering your signature information and clicking "I Agree" below, you certify that the statements contained in your grant agreement are true and accurate to the best of your knowledge and that you will use the funds granted for the purpose as proposed and approved by the Community Foundation of North Central Wisconsin. You also agree to allow the Community Foundation of North Central Wisconsin to use information provided in your request or follow up report for press releases, social media, public notifications, and reports.

Choices

I Agree

Signature & Title of the Executive Director, Chief Operating Officer, or Board President*

Type in the name and title of the person authorized to sign this agreement and represents your organization's signature.

Character Limit: 250

Wausau & Marathon County Parks & Recreation Foundation Fund Grants 2026

WAUSAU MARATHON COUNTY PARKS & RECREATION FOUNDATION FUND FOLLOW-UP REPORT

PROJECT NAME
Character Limit: 100

AMOUNT AWARDED
Character Limit: 20

TOTAL PROJECTS COSTS*
Character Limit: 20

PROJECT START DATE*
Character Limit: 10

PROJECT END DATE*
Character Limit: 10

TOTAL NUMBER OF PEOPLE SERVED*
Character Limit: 6

PROJECT OVERVIEW*
Give an overview of the project, noting if it differed in execution from what was presented in the original application. Describe the benefits of this grant to your organization and the community. How was the project evaluated? Note any successes and/or challenges you experienced in doing this project.

Character Limit: 7500

FUTURE OF THE PROJECT*
What is the future of this project? If it is continued, how will it be funded?

Character Limit: 3500

FINANCIAL STATEMENT*
Upload an outline of revenue received and expenses incurred or a financial statement for the project below.

File Size Limit: 3 MB

PUBLICITY & RECOGNITION

RECOGNITION OF GRANT AWARD*

As stated in your signed grant agreement form, you were required to recognize the Wausau & Marathon County Parks & Recreation Foundation Fund and the Community Foundation of North Central Wisconsin for this grant. How were these organizations recognized for their participation in this project? Attach samples of any publicity regarding this project (press releases, ads, newsletter articles, programs, posters, etc.) below.

Character Limit: 3500 | File Size Limit: 3 MB

ADDITIONAL PUBLICITY (OPTIONAL)

Feel free to use this space to upload additional documents, if necessary.

File Size Limit: 3 MB

PHOTOGRAPHY*

Provide a photo that depicts the essence of this project. We ask that you secure photo release permission as necessary because submitted photos may be used by the Community Foundation of North Central Wisconsin for publicity purposes. If you have additional photos of your project, send them by email to Kelly Price, Director of Programs & Donor Relations - kelly@cfoncw.org.

File Size Limit: 3 MB

ELECTRONIC SIGNATURES & CONFIRMATION

CONFIRMATION*

By entering your signature information above and clicking "I Agree" below, you certify that the statements contained in this report are true and correct to the best of your knowledge. You also agree to allow the Community Foundation of North Central Wisconsin to use information and photographs provided in this report for press releases, publicity, reports, and other public information.

Choices

I Agree

SIGNATURE OF CONTACT PERSON*

Provide the name and title of the person responsible for oversight of this project.

Character Limit: 100