

Hello 2026 CPL Grantees,

In case you missed it in your grant contract for FY2026, there is a new requirement regarding contact information on grantee's websites.

Clause 9.3 states that:

“The Grantee must clearly post on the Grantee’s website the names of, and contact information for, the Grantee’s leadership and the employee or other person who directly manages and oversees this Grant Contract Agreement on behalf of the Grantee.”

This requirement comes from [Minnesota Statute 16B.98 Subd. 5\(d\)](#): *Grant agreements must comply with policies established by the commissioner for minimum grant agreement standards and practices. As determined by the commissioner, grant agreements must require the grantee to clearly post on the grantee's website the names of, and contact information for, the organization's leadership and the employee or other person who directly manages and oversees the grant for the grantee.*

At your first (or your next) payment request:

Please provide a **screenshot and link** to a page on your organization’s website that clearly states the **name** and **contact information** of the project manager and indicates in some way that they are the **primary contact for this grant**. This does not need to be a personal email, it could be a work email, work phone number, or general organizational email (info@organization.org, for example), as long as an inquiry about the grant would make it to the correct person in the organization.

There is no standard format for this. Information such as the amount of the grant, project title, description, etc. are optional. Here are two examples:

[Grant Funding | Burnsville, MN - Official Website](#)
[Minnesota | Ducks Unlimited](#)

If your organization does not have a website, you do not need to create one for this purpose.

Please let me know if you have any questions on this new requirement. Proof will be required at or before your organization’s next payment request.

Thank you,
CPL Team

Karis Ritenour

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Pronouns: they/them/theirs

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