



Rocket Grant Policy and Process

Background: The Rocket grant was established to honor Rob Bartel, Kate's uncle, who died May 10, 2020. Rocket was his nickname given to him by his Uncle Mel. Since he was a lifelong engineer focusing on STEM activities is appropriate. The Executive Board of Kate's Heart has set aside specific funds for this grant and may choose to assign other fundraising dollars to the grant over time and/or hold a targeted fundraiser to add to this fund.

Award: Typically, a donation of \$1,000 will be awarded to purchase STEM activities and resources appropriate for the age group served by the organization consistent with the purpose of the grant.

Policy:

- The focus is on supporting organizations that agree to benefit children's learning in STEM activities with toys, supplies, books, and/or other approved resources.
- The Rocket grant will be presented at a minimum of once a year. The Executive Board may make a decision to award two grants each year, one in Columbia and one in Portland at the same or different times.
- The Executive Board determines the dollar amount of each award based on available funds and other factors related to the grant or Kate's Heart.
- Rocket grant is a one-time non-recurring donation.
- The Board of Advisors will select a different recipient each year.
- All materials will belong to the organization who receives the donated items from the Rocket grant/Kate's Heart.
- The recipient organization is responsible for getting parental permission for the use of photos of children for use in announcements and fundraising opportunities.

Criteria:

- The organization serves ages that fall within ages 2-16.
- The grant recipient can be a center, group, school, or organization. An individual teacher may apply and be considered with permission from their principal or supervisor.
- The organization is not well funded (including co-ops, home school groups, non-profits, etc.) AND/OR the organization serves a significant percentage of disadvantaged children.
- There is someone on staff or volunteer who is willing to work with the children in using the materials.
- All materials must relate to and support development of learning in science, technology, engineering, and/or math.
- The organization agrees to provide a follow up email report that is required within six months from receiving the donation. The report should include the paid invoice or purchased list of items along with stories/photos/ examples of how the materials were used, which becomes part of the annual report of Kate's Heart.

Process:

- The Executive Board will consider nominations for the grant at any time.
- Interested parties should provide a short application (one to two pages) including background of the organization, how the grant will be used, the individual assigned to manage the grant, and include a wish list of items.
- Follow-up discussions may occur if the Board requires more information.
- The Board votes on the finalists for the grant and their decision is final.
- A member of the Board, Kate's Heart, or designee will notify the recipient of the award.
- The wish list will be reviewed and approved by the Executive Board of Kate's Heart to assure compliance with the purpose of the grant.
- If possible, a member of the Executive Board of Kate's Heart or designee will present the check to the recipient on a pre-determined date, otherwise the check will be mailed.
- Photos of the presentation will be used on social media, website, and/or program materials, with appropriate permission.
- The follow-up required report will be received by Kate's Heart no later than six months after the presentation. The center is asked to provide additional photos if possible. Any photos of children showing faces or identifying information require parental permission. The recipient is responsible for getting this permission.

Nominations may be emailed to Kate's Heart at katesheartorg@gmail.com

Approved: August 2020
Revised: March 2022