

Garrett Engineering And Robotics Society, Inc.
EIN # 20-5656050

Exhibit C: Narratives and Supporting Documentation

Part IV

Garrett Engineering And Robotics Society Inc.
AKA "GEARS"

Past Activities

In 2006, GEARS acquired a rent-free facility for various robotic teams to meet, construct robots and practice for national competitions. A volunteer community group was formed to petition the County Commissioners (Garrett County, Maryland) to provide a portion of an unused building. The group presented to commissioners in Oct 2006. Petition was successful and GEARS has since outfitted the building for community based robotics programs. During the process this activity took approximately 25% of our time. The facility is provided rent and utility free, and is used at the discretion of GEARS. The facility continues to be equipped through community donations of funds and/or materials. The "GEARS" Center has been used to prepare for both Middle School and High School robotics competitions. It is also used for summer technology camps, weekend and evening robotics projects and other community technology outreach projects.

In January 2007, GEARS hosted the FIRST Robotics Competition Team 1629 in their facility. A full size practice field and workshop was set up. The team and their mentors met several times a week at the Center for a period of 3 months. By providing the facility, GEARS was able to produce a more immersive learning environment for robotics technology, and encourage more community involvement through robotic demonstrations and field trips. GEARS support for Team 1629 was funded through community donations and GEARS memberships. This activity will occur each year, and during the three-month period, this activity consumes at least 50% of our time.

In March 2007, GEARS provided funds to a community FIRST Lego League (FLL) Robotics team to enable them to compete in a national event. FLL is a national robotics event, and GEARS followed 5 local teams as they competed in MD and PA regional competitions. One of the 5 teams won the Maryland competition and became the Maryland Champions. This earned them entry to the subsequent National competition in Atlanta Georgia. Without further support they would not have been able to attend. GEARS volunteers/members raised funds and assisted the team with travel costs.

Current Activities

Two new robotics programs have been started in 2007.

"SuGO" is a LEGO based robotics competition, which teaches basic engineering principals in a sports-style competition. SuGO is a half-day event, which is run one Sunday every two months. The activity is conducted by volunteers and is offered to youth and adults of all ages. The activity is free to members and teams that include at least one member. Non-members are charges a small fee. The activity is run at the

GEARS facility in Accident MD. This event takes approximately 10% of our time. Memberships, and non-member walk-in fees fund the activity.

“Robotics Explorer” is a 4-H youth program to teach the fundamentals of robot programming. A series runs for five weeks, one night a week. The activity is conducted by volunteers and is offered to youth grades 3-7. The activity is free to members, and non-members are charged a pro-rated membership fee. This event takes approximately 10% of our time. Memberships, and non-member walk-in fees fund the activity.

Planned activities

Field Trips.

To expose area youth to “real life” applications of Engineering and Robotics, GEARS has organized, and will continue to organize, field trips to engineering companies working with robotics. GEARS members identify suitable organizations working in the field of robotics and then contact the organization to arrange visitation. Participation is free to anyone wishing to attend.

Technology Camps.

GEARS will host at least three technology camps this year in June, July and August. The camps are organized independently from GEARS, but by providing a venue, GEARS has the opportunity to expose a greater number of youth to other aspects of robotics and technology. These camps cater for youths aged 6-10.

Exhibit D includes public relations information: a general GEARS information sheet, a membership information page and tri-fold brochure.

Part V

Line 2a

Philip S. Malone (Director) and Lisa R Malone (Treasurer) are husband & wife.

Line 3a

Name: Philip S. Malone
Qualification: BS in Applied Physics. South Australia Institute of Technology (1980)
20 Years direct experience in robotic systems and embedded computing.
Hours Worked: Average 25 hours per week.
Duties: Manage GEARS facility, schedule and participate in educational activities, mentor multiple robotics teams, generates grant applications and misc. government filings.

Name: Lisa R. Malone
Qualification: BS in Business Administration. Sheperd College, WV (1974)
Hours Worked: Average 2 hours per week.
Duties: Basic bookkeeping & bank account reconciliation.

Line 5a

The conflict of interest policy is described in Article 9 of the corporation bylaws (Exhibit B).

Part VI

Line 1a

If an individual is responsible for organizing a robotics related activity, or is the leader of a registered robotics team, funds may be made available to the individual for the specific purpose of supporting that activity. Individuals requesting funds are required to complete a grant application (Exhibit E), and provide detailed accounting on how the funds will be used to promote the goals of the Garrett Engineering and Robotics Society. Eg: GEARS has provided travel and accommodation support for a FIRST LEGO League robotics team, registered for a national competition in another state. Funds were paid to the Team Leader based on travel and accommodation receipts. A specific program is not dedicated to this purpose.

Line 1b

If an organization is responsible for carrying out a robotics related activity, or is a registered robotics team, funds may be made available to the organization for the specific purpose of supporting that activity. Organizations requesting funds are required to complete a grant application (Exhibit E), and provide detailed accounting on how the funds will be used to promote the goals of the Garrett Engineering and Robotics Society. A specific program is not dedicated to this purpose, and as yet, no such funds have been granted.

Part VIII

Line 4a

GEARS uses fundraising to support its activities. Funds may be requested for general use, or for a specific purpose (eg: team or competition). Fundraising will usually target both individuals and businesses. Fundraising is currently only performed by members or volunteers. There are no plans to contract with an outside organization to perform fundraising.

- Mail solicitations are generally targeted to local companies or businesses. Several sponsorship levels are identified and upper levels may include visual recognition on team banners or T-Shirts.
- Individual Email solicitations are made to businesses or persons who have had previous contact with GEARS. Bulk Email programs will not be used and GEARS does not purchase email lists.
- Personal solicitations are used to a great extent as GEARS is located in a rural community and requests for community support are generally very successful.
- No foundation grant solicitations have been made at this time, but these are likely in the future. GEARS activities are consistent with the goals of several foundations, so it is likely that we may try to fund an event or activity with a foundation grant.
- GEARS does not currently accept donations on our website, but we may consider this option in the future after evaluation its suitability.
- No government grant solicitations have been made at this time, but these may occur in the future.

Line 4d

All fundraising has been performed by GEARS to support our own exempt purpose.

The bulk of our Fundraising has been performed in Garrett County, Maryland.

Fundraising has also been performed in the following adjacent states simply because of their close proximity to Garrett County: West Virginia, Virginia, Maryland, and Pennsylvania.

Part VIII

Line 13b

To date, GEARS has not made grants to any organizations, but it may be possible in the future.

Our exempt purpose involves increasing youth/community exposure to the importance of Engineering and Robotics as a future career path. We look for creative ways to impact the greatest number of people in the most productive way.

Therefore, if we discover a local organization with an activity that achieves our goal, but in a way that we could not achieve (perhaps due to limitations in expertise, manpower or equipment) then GEARS may decide to support that organization's activity. This support may involve providing: a venue for the activity (for free or at a below market rate), volunteer manpower, or perhaps funds. The organization's activity would be required to further our exempt purpose.

GEARS will typically seek short-term activities that are clearly defined and easy to evaluate. Activities that permit a GEARS member to participate (in order to evaluate their effectiveness) will be given favorable status.

Line 13e

The records kept for a grant are:

- The original grant application with subsequent approval status
- Basic expense accounting
- Evaluation of the success of the grant activity.

Line 13f

If grants are made available they will require a simple grant application (Exhibit E) defining the activity, its relevance to our exempt purpose and an accounting of the planned use for the funds. A sample application is attached.

Line 13g

Grant applications will be approved by the Board of Directors. Since grant activities will be short in nature, periodic monitoring is unlikely. The planned use of resources will be spelled out in the grant application and it's relevant to our exempt purpose. Where possible a GEARS member will participate in the activity to evaluate its success in meeting our exempt purpose.

Part IX, Section A

Note: This organization has not been in operation for a full tax year, so all of the amounts shown here are projections based on anticipated memberships, donations and activities.

Line 9

The amounts shown are projections based on walk-in admissions to various robotics programs. The organization's goal is to fund most events through memberships, but non-member attendance of events will also be encouraged to increase our visibility. The goal will be to convert first-time attendees into members.

Line 15

The amounts shown are projections based on supporting one or two external robotics activities/teams throughout the year.

Line 23

The amounts shown are projections based on purchasing materials and equipment for robotics camps, training and competitions.

Part IX, Section B

Line 10

Other Assets.

- 1) 40 Folding Chairs: Amount: \$535.