

SOCIETY POLICY P-2.13

GRANTS, DONATIONS, GIFTS AND SPONSORSHIPS BY GROUPS

I. PREFACE

Constitution Article C2.1.1 states in part that the purposes of ASME are to “Promote the art, science and practice of mechanical and multidisciplinary engineering and allied sciences to diverse communities throughout the world” and “To broaden the usefulness of the engineering profession in cooperation with other engineering and technical societies.”

II. PURPOSE

This Policy is established to provide ASME Groups, specifically Technical Divisions and Professional Sections, with specific criteria when considering providing financial Grants, Donations, Gifts and Sponsorships to other ASME units or outside professional organizations using Segregated Funds. This Policy specifies the types of projects eligible for financial support, the types of organizations eligible to receive this support and the internal approval process required prior to granting the request.

III. POLICY

Grants, Donations, Gifts and Sponsorships to other ASME units or outside professional organizations should increase ASME’s impact in fulfilling its purpose to engage in the dissemination of knowledge, technical standards, research, education, professional standards, usefulness of the profession and ethical practice.

IV. DEFINITION AND SCOPE

A. Projects Eligible for Support

1. Activities that clearly support the vision and mission of ASME, as established by the Board of Governors (BOG).
2. Activities that are clearly aligned with the ASME Strategy, as established by the BOG.
3. ASME Foundation-sponsored and approved activities, such as the ASME INSPIRE STEM education program.
4. Activities that promote Diversity & Inclusion in engineering practice.
5. Technical literacy programs which may include STEM, K-12, Robotics, Job Fairs, and sponsorships to inspire students to enter the Group's specific area of study.
6. Career planning and skill development activities which may include management skills development and continuing professional engineering education. These may include vocational training, job fairs, local online and video educational courses or support to local ASME Student Sections.
7. Research and Development activities that provide direct support and input to the donor Group's activities, is important to the rational development of technology-based public policy or provides unbiased technical advice to governments at all levels.

B. Eligible Recipient Organizations:

1. U.S. organizations that have current 501(c)3 status, as determined by the Internal Revenue Service, that align with and amplify ASME's purpose. This category excludes national organizations such as the American Cancer Society, American Heart Association, United Way, etc.
2. International organizations with current 501(c)(3) status, if they align with and amplify ASME's purpose.
3. An Educational institution where the grant will support one of the eligible projects identified above.
4. The ASME Foundation.
5. Professional organization foundations working collaboratively with the donor Group to achieve one or more objectives identified above.
6. Local non-profit community outreach organizations supporting the technical literacy or skill development programs identified above.

C. Not Eligible for Funding

1. Individuals
2. Groups that do not have 501(c)(3) status (e.g. international organizations not filing with the IRS as Section 501(c)(3)'s).
3. Organized religions or groups with religious affiliations.
4. Politicians, political action committees, or legislative-advocacy groups.
5. Annual Fund drives.
6. Organizations that advocate or engage in acts of violence, terrorism, or hate crimes, or oppose diversity, or unlawful discrimination of any kind.
7. Any award, scholarship, or project named after an individual. Please refer to ASME Society Policy P-2.7 for additional information on naming procedures.

D. Amount Limits

Groups may award up to a maximum of 5%, but not less than \$500, of their prior year segregated account balance for philanthropic purposes. This amount counts towards a Group's maximum 20% annual spend limit set by the Committee on Finance. Support of ASME programs and the ASME Foundation are exempt from these limitations.

V. PROCEDURE

- A. A request for approval of the activity and grant is submitted through the unit's staff contact.
- B. Eligible projects are not expected to be net revenue producers. Projects eligible for consideration should provide a benefit to ASME and the field of Mechanical Engineering.
- C. The request should include a detailed Concept of the proposed project describing the activity, proposed funding, relationship to the "Projects Eligible for Support", specific measurable objective, and the overall long-term benefit to ASME.
- D. Recipient organizations must submit proof of Section 501(c)(3) status and compliance.
- E. Groups submitting requests must provide evaluation criteria on how applications/proposals were vetted and selected for possible funding.

- Peer group review and evaluations from other like Groups are encouraged.
- F. Project requests that clearly fall within the scope of this policy will be approved and returned to the submitting Group for implementation.
 - G. Project requests that require further review will be forwarded to the appropriate Sector for review and comment and then sent to the Philanthropy Committee for final review and action. During this review process, the submitting Group may be required to provide additional detail necessary for the reviewing Sector to fully understand the project.

 - I. Reporting: For grants over \$2,000 the recipient organization must:
 - 1. Enter into a Grant Agreement with ASME accepting restrictions on what the grant funding can be spent on
 - 2. Submit a narrative report of activities that took place, impact achieved, and a financial spreadsheet showing specifically how the ASME funds were spent.

 - J. Not Covered by this Policy: The granting of Scholarships and Award Honoraria are not covered by this policy as they are regulated by other ASME policies and guidelines.

Responsibility: Philanthropy Committee

Adopted: June 5, 2019

Revised: June 15, 2020