



Nonprofit Partner Handbook

Katie Weingartner Foundation embodies a giving spirit, serving the community at large and any person pursuing the betterment of their life.

Katie Grace Foundation is a 501c3 nonprofit EIN 82-1885510 and charitable organization business license # NV20171574897

www.ktgracefoundation.org

Nonprofit Agreements & Understandings

What we do: Through our Community Outreach Program, Katie Grace Foundation creates relationships with both Community Sponsors and Nonprofit Partners to ensure that underserved members of our community receive the resources that they need.

Who We Help: Nonprofit Organizations who have an active approved EIN with a mission to support the community are eligible to be a KTGF *Nonprofit Partner*. Individually, we support organizations who serve: Title 1 schools, our Veterans, persons recovering from substance abuse and homelessness, survivors of domestic violence or sex trafficking, animal shelters and pet rescues. If you are unsure if our program is right for your organization, just ask! We are always searching for ways to help, perhaps your organization would be a good fit.

How We Help: As an organization, Katie Grace Foundation partners with local warehouse *Community Sponsors*. These Community Sponsors donate their product to Katie Grace Foundation as a conduit to the community. We then create relationships with Nonprofit Partners who can benefit from these donations. From this established relationship, Nonprofit Partners can request online items that their organization needs. Katie Grace Foundation fulfills those requests as they arrive in our warehouse and Nonprofit Partners pick up the items upon notice. It is then up to the Nonprofit Partners to coordinate delivery through their organization to the rightful person in need.

Systems: Once a Nonprofit Partner is approved, they have the ability to request items for their organizations via the [Request Form](#). All parts of the form must be completed in its entirety, including contact information, EIN, and quantity of items needed, understanding that there is a 5 business day expectation. Given that our Community Outreach Program operates as a donation based program, some items may not be available depending on Community Sponsor availability.

Expectations: We expect that our Nonprofit Partners are good stewards of the items received and give credit to Katie Grace Foundation when appropriate. We expect our professional working relationship to be one of respect and reciprocal admiration as Katie Grace Foundation, Community Sponsors, and Nonprofit Partners all operate with the same intention: to support our underserved community.

A Final Note: We are grateful for our Community Sponsors who make possible our ability to donate and support our Nonprofit Partners. In order to maintain relationships with our Community Sponsors, we agree to be good stewards of their product, ensuring that our items are used as they are intended. This means, we expect Nonprofit Partners to give as they promise to support community members who need them and agree not to resell any items for financial gain. There are instances that we can support your organization through donating auction items for a fundraising event, but that must be a forthcoming and honest request.

To Become a Nonprofit Partner

To become a Community Outreach Nonprofit Partner you must complete and submit a New *Nonprofit Application*, which will include your organization's logo, and demographic information for your nonprofit.

These items only need to be completed once to ensure that we are an appropriate partnership. To apply, please visit the link: www.ktgracefoundation.org/new-nonprofit-partner

Get to Know Our Team

Kimberly Weingartner
Katie's mama & Founder of Katie Grace Foundation
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Employees

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Executive Director
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Director of Operations
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Terry Penman
Warehouse support, Reno

Katie Grace Foundation Board Members

Dr. Logan Myers, Vice President
Dr. Danyelle Myers, Co-Vice President
Brenda Green, Treasurer
Adonica Iverson, Secretary
Amy Mckillip, Committee Director

Welcome to the family!

We are a family business run by the love of Katie. Everything we do has this in mind. *We help others for the love of Katie. We support others for the love of Katie. We offer a smile for the love of Katie.*

We cannot do this alone and through community sponsors and nonprofit partners, like you, we can reach so many. We do not act for the attention or the notoriety, we serve others for the love of Katie because it is the way in which she lived and the way she taught us the world should be. *Kindness is free and we help where and when we can.*

These beliefs create the framework for Katie Grace Foundation. These values guide everything we do, including how we interact with one another, how we interact with our community sponsor and partners, and how we interact with those who we serve.

Everything we do is with a giving heart. We consistently ask ourselves:

How can we help?

With whom can we partner to further help our community?

You, our nonprofit partners, are our biggest asset as you connect us to those who most benefit from support. We believe that everyone is worthy of respect as every person is fighting a battle that we cannot see. We provide services when and where we can, understanding that even the smallest offering can make an incredible difference in the life of an individual.

Although we started small, we are experiencing large growth. As this happens, our processes and strategies may change and adjust when needed, but our Core Values will always remain the same.

Be Kind

Remain Humble

Be Willing to Step Out of Your Comfort Zone

Build a Positive Team / Family Spirit

Keep an Open Mind

Foster Creativity

It is a privilege to serve others. We want to remain partners so long as you remain passionate about this mission to serve the community. If that energy falters, be honest with us and yourself; allow us to remind you how simple kindness can be and that a smile is always free. By serving others, we not only bring joy to them, we experience joy too. We are grateful for you.