

**GRANT AGREEMENT NO.**

This Grant Agreement is between the Mt. Hood Cable Regulatory Commission (“COMMISSION”), through the Bureau of Planning and Sustainability (BPS), and Friends of Saturday Academy (or “GRANTEE”) in an amount not to exceed \$4,510 to support the Empowering Progress: Bridging the Digital Divide for Saturday Academy’s Mission project.

**RECITALS:**

1. GRANTEE submitted a grant application for the FY 2024-25 Community Technology Grants Program competitive grants process and following COMMISSION review, was recommended for funding.
2. The COMMISSION now desires to award a grant to GRANTEE in an amount not to exceed \$4,510.

**THEREFORE**, in consideration of the mutual promises and covenants contained herein, the parties agree as follows:

**ARTICLE I – SCOPE OF WORK/OUTCOME MEASURES**

GRANTEE agrees to implement the the Empowering Progress: Bridging the Digital Divide for Saturday Academy’s Mission project as described in ATTACHMENT A: Scope of Work/Grant Application, which by this reference are incorporated herein and made a part hereof. GRANTEE shall not use the Grant funds for any purposes other than those set forth in Attachment A.

**ARTICLE II – AGREEMENT PERIOD**

This Agreement becomes effective on July 1, 2025, unless GRANTEE fails to sign and return the Agreement to the COMMISSION within thirty (30) days of COMMISSION action to approve the Agreement, in which event this Agreement shall be null and void. The term of this Agreement is through, and including, August 31, 2026, unless extended or earlier terminated under the terms of this Agreement.

**ARTICLE III – SPECIFIC CONDITIONS OF THE GRANT**

- A. Publicity: During the term of this Grant Agreement, GRANTEE shall use its best efforts to mention the COMMISSION’s grant funding in publicity regarding the program(s) that will be supported by the grant funds.

Any publicity regarding the project shall indicate that the project was made possible by a Grant from the COMMISSION through funds provided by the cable companies. Grantee shall notify the Project Manager before releasing information about the Grant to the press or other news media. The COMMISSION may include information regarding the Grant in periodic public reports.

- B. Records: GRANTEE shall account for the Grant funds separately in its books of

accounts. GRANTEE shall charge only Grant-related expenditures against Grant funds.

Grantee agrees to keep accurate and complete financial records that will enable the COMMISSION to easily determine the use of Grant funds and the allocation method of Matching Funds committed by GRANTEE and Project Partners in the Grant for the project for six (6) years after COMMISSION makes final grant payment, GRANTEE has made final report, or the termination date of this Agreement, whichever is later. GRANTEE shall provide COMMISSION prompt access to these records upon request and permit copying as COMMISSION may require.

- C. COMMISSION Grant Manager: COMMISSION hereby appoints Rana DeBey to act as its Project Manager with regard to this Agreement. COMMISSION may, from time to time, designate another person to act as the Commission Project Manager and will inform GRANTEE in writing of any change in Project Manager.

Attn: Rana DeBey, Project Manager:  
Mt. Hood Cable Regulatory Commission  
c/o City of Portland  
Bureau of Planning & Sustainability  
1810 SW 5<sup>th</sup> Ave, Suite 710  
Portland, OR 97201  
Email: [rana.debey@portlandoregon.gov](mailto:rana.debey@portlandoregon.gov)

- D. GRANTEE Project Manager: GRANTEE hereby appoints Brianna McCoy to act as its Project Manager regarding this Agreement. GRANTEE may, from time to time, designate another person to act as the GRANTEE Project Manager and will inform COMMISSION in writing of any change in Project Manager.

Attn: Briana McCoy, Project Manager  
Executive Director  
c/o Friends of Saturday Academy  
5000 N. Willamette Blvd.  
Portland, OR 97203  
Email: [development@saturdayacademy.org](mailto:development@saturdayacademy.org)

- E. Payment: The COMMISSION Project Manager is authorized to approve work, billings, and invoices submitted pursuant to this grant and to carry out all other COMMISSION actions referred to herein in accordance with this Agreement.
- F. Reports: GRANTEE shall submit Interim Status Reports and a Final Status Report (collectively referred to as ‘Report(s)’) to the Project Manager using the COMMISSION’s online grants management system. The Reports shall include both programmatic and financial information as established by the COMMISSION. For a Report to be acceptable to the Project Manager, the GRANTEE shall document and clearly describe the progress of the grant scope in accordance with the reporting schedule defined below.

Interim Status Reporting periods are July 1, 2025 through December 31, 2025.

Interim Status Reports are due within thirty (30) days of the end of each reporting period.

GRANTEE shall submit a Final Status Report no later than June 30, 2026.

Interim and Final Status Reports shall include an accurate and complete financial report of Grant fund and Matching fund expenditures. The Report shall include copies of receipts or other evidence of payment for actual grant funded capital costs incurred by GRANTEE related to the Grant. Reported expenses will be charged against the advanced funds and will be made after review and approval of the status reports.

The Project Manager, at her/his sole discretion, may require additional programmatic information or financial documentation of Grant project expenditures. GRANTEE shall make its books, general organizational and administrative information, documents, papers and records that are related to this Agreement or GRANTEE's performance of services related to this Agreement available for inspection by the Project Manager or other COMMISSION representatives during reasonable business hours following five (5) business days advance written notification from the Project Manager.

GRANTEE shall immediately provide notice in writing by electronic mail to the Project Manager when GRANTEE anticipates or realizes any deviation in the Grant project which may result in GRANTEE's inability to complete the Grant project as originally submitted and approved by the COMMISSION.

- G. Project and Fiscal Monitoring: The COMMISSION and the Project Manager shall monitor the GRANTEE's performance on an as needed basis to assure compliance with this Agreement. Such monitoring may include, but is not limited to, on site visits at reasonable times, telephone interviews and review of required reports. Monitoring will cover both programmatic and fiscal aspects of the Grant. The frequency and level of monitoring will be determined by the Project Manager. GRANTEE shall remain fully responsible at all times for performing the requirements of this Agreement.

#### **ARTICLE IV -- PAYMENTS**

- A. The amount of this grant award is \$4,510. Upon submission of an invoice from GRANTEE, and upon certification by the Project Manager that the invoice is in accordance with this Agreement, the COMMISSION shall disburse an advance payment to the Grantee in the amount of \$4,510, as specified in the invoice, within thirty (30) days after receipt of the invoice.
- B. GRANTEE shall submit the invoice online through the COMMISSION's online grants management system using the instructions provided by the Grant Manager. The invoice shall be on GRANTEE's letterhead, signed and dated by an authorized representative of GRANTEE and addressed to "MHCRC c/o City of Portland." The invoice shall include an invoice number, the title of the Grant project and the total grant amount authorized by the Grant. If the Project Manager finds that the invoice is not in accordance with this Agreement, the Project Manager shall notify the GRANTEE of the reason(s) for the disallowance and non-payment.

- C. GRANTEE agrees to operate the program as described in the GRANTEE's grant application and to expend funds in accordance with the approved budget, unless the GRANTEE receives prior written approval from the COMMISSION'S Grant Manager to modify the program or the budget.
- D. If for any reason GRANTEE receives a grant payment under this Grant Agreement and does not use grant funds, provide required services or take any actions required by the Grant Agreement the COMMISSION may, at its option terminate, reduce or suspend any grant funds that have not been paid and may, at its option, require GRANTEE to immediately refund to the COMMISSION the amount improperly expended or received by GRANTEE.
- E. Grant payments under this Agreement may be used only to provide the services or take the actions listed previously in this Grant Agreement and shall not be used for any other purpose.
- F. If, for any reason, GRANTEE's anticipated services or actions are terminated, discontinued or interrupted, the COMMISSION's payment of funds under this grant may be terminated, suspended or reduced.
- G. The majority of expenditures (a minimum of 90%) made from Grant funds for Grant project capital costs must be made at least sixty (60) days prior to the expiration of this Agreement.
- H. GRANTEE shall repay to the COMMISSION, thirty (30) days prior to the expiration date of this Agreement, any Grant funds that have not been expended for Grant purposes.
- I. GRANTEE will keep vendor receipts and evidence of payment for materials and services and time records and evidence of payment for program wages, salaries, and benefits, and GRANTEE services. All such receipts and evidence of payments will promptly be made available to the Grant Manager or other designated persons, upon request. At a minimum, such records shall be made available and will be reviewed as part of the annual monitoring process.
- J. Prevailing wages. State of Oregon, Bureau of Labor and Industries (BOLI) wage rates are required for certain contracts that total \$50,000 and above. If GRANTEE's project is subject to the prevailing wage requirements, GRANTEE will comply with the prevailing wage requirements of ORS 279C.800 through 279C.870 and any other applicable prevailing wage requirements contained in ORS 279C, Oregon administrative rules, or Commission code.
- K. Prevailing wage indemnity. GRANTEE AGREES TO INDEMNIFY, DEFEND, AND HOLD HARMLESS COMMISSION, ITS EMPLOYEES, OFFICERS, AND AGENTS, FROM AND AGAINST ANY CLAIM, SUIT, OR ACTION, INCLUDING ADMINISTRATIVE ACTIONS, THAT ARISE OUT OF GRANTEE'S FAILURE TO COMPLY WITH ORS 279C.800 TO 279C.870 AND ANY APPLICABLE ADMINISTRATIVE RULES OR POLICIES.

#### **ARTICLE V -- GENERAL GRANT PROVISIONS**

- A. Cause for Termination; Cure. It shall be a material breach and cause for termination of this Agreement if GRANTEE uses grant funds outside of the scope of this Agreement, or if GRANTEE fails to comply with any other term or

condition or to perform any obligations under this Agreement within thirty (30) days after written notice from COMMISSION. If the breach is of such nature that it cannot be completely remedied within the thirty (30) day cure period, GRANTEE shall commence cure within the thirty (30) days, notify COMMISSION of GRANTEE's steps for cure and estimated time table for full correction and compliance, proceed with diligence and good faith to correct any failure or noncompliance, and obtain written consent from COMMISSION for a reasonable extension of the cure period.

- B. No Payment or Further Services Authorized During Cure Period. During the cure period, COMMISSION is under no obligation to continue providing additional grant funds notwithstanding any payment schedule indicated in this Agreement. GRANTEE shall not perform services or take actions that would require COMMISSION to pay additional grant funds to GRANTEE. GRANTEE shall not spend unused grant funds and such unused funds shall be deemed held in trust for COMMISSION. GRANTEE shall be solely responsible for any expenses associated with cure of its noncompliance or failure to perform.
- C. Termination for Cause. Termination for cause based on GRANTEE's misuse of grant funds shall be effective upon notice of termination. Termination for cause based on failure to comply or perform other obligations shall be effective at the end of the 30-day period unless a written extension of cure period is granted by COMMISSION. GRANTEE shall return all grant funds that had not been expended as of the date of the termination notice. All finished or unfinished documents, data, studies, and reports prepared by GRANTEE under this Agreement shall, at the option of COMMISSION, become the property of COMMISSION; and GRANTEE may be entitled to receive just and equitable compensation for any satisfactory work completed on such documents up until the time of notice of termination, in a sum not to exceed the grant funds already expended.
- D. Penalty for Termination for Cause. If this Agreement is terminated for cause, COMMISSION, at its sole discretion, may seek repayment of any or all grant funds tendered under this Agreement, and decline to approve or award future grant funding requests to GRANTEE.
- E. Termination by Agreement or for Convenience of Commission. COMMISSION and GRANTEE may terminate this Agreement at any time by mutual written agreement. Alternatively, COMMISSION may, upon thirty (30) days written notice, terminate this agreement for any reason deemed appropriate in its sole discretion. If the Agreement is terminated as provided in this paragraph, GRANTEE shall return any grant funds that would have been used to provide services after the effective date of termination. Unless the Parties agree otherwise, GRANTEE shall finish any work and services covered by any grant funds already paid and shall not commence any new work or services which would require payment from any unused grant funds.
- F. Changes in Anticipated Services. If, for any reason, GRANTEE's anticipated services or actions are terminated, discontinued or interrupted, COMMISSION's payment of grant funds may be terminated, suspended or reduced. GRANTEE shall immediately refund to COMMISSION any unexpended grant funds received by GRANTEE.

- G. Amendment. The Grant Manager is authorized to execute amendments to the scope of the services or the terms and conditions of this Agreement, provided the changes do not increase COMMISSION's financial risk. Increases to the grant amount must be approved by the COMMISSION unless the COMMISSION delegated authority to amend the grant amount authorizing this Agreement. Amendments to this Agreement, including any increase or decrease in the grant amount, must be in writing and executed by the authorized representatives of the Parties and approved to form by the COMMISSION's Attorney.
- H. Non-discrimination; Civil Rights. In carrying out activities under this Agreement, GRANTEE shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, age, handicap, familial status, sexual orientation or national origin. GRANTEE shall take actions to ensure that applicants for employment are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, age, handicap, familial status, sexual orientation or national origin. Actions shall include but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
- GRANTEE shall post in conspicuous places, available to employees and applicants for employment, notices, which state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin. GRANTEE shall incorporate the foregoing requirements of this section in all other agreements for work funded under this Agreement, except agreements governed by Section 104 of Executive Order 11246.
- I. Audit. COMMISSION, either directly or through a designated representative, may conduct financial or performance audit of the billings and services under this Agreement or GRANTEE records at any time during this Agreement and during the six (6) year period established above in Article III.B. As applicable, audits will be conducted in accordance with generally accepted auditing standards as promulgated in *Government Auditing Standards* by the Comptroller General of the United States General Accounting Office. If an audit discloses that payments to GRANTEE exceeded the amount to which GRANTEE was entitled, then GRANTEE shall repay the amount of the excess to COMMISSION.

Because grant funds are derived from the cable franchises, the cable companies may conduct a financial review or audit of GRANTEE for the purpose of verifying whether use of capital grant funds is in accordance with the requirements of cable franchises related to use of capital grant funds. If the COMMISSION receives notice from a cable company in accordance with the terms of the cable franchises of such audit or review, the COMMISSION's Project Manager shall notify GRANTEE within five (5) business days of receiving the notice, and shall identify to GRANTEE the relevant financial records of GRANTEE that the cable company seeks to review. The scope of such audit or review of GRANTEE shall be consistent with the terms of the applicable cable franchise. GRANTEE agrees to make such relevant financial records available to cable company's authorized representative for inspection and copying. Such records shall be reviewed during normal business hours at a time and place made available by GRANTEE. The COMMISSION's Project Manager shall promptly provide GRANTEE with written notice of the audit or review's conclusions.

- J. Indemnification. GRANTEE shall hold harmless, defend, and indemnify COMMISSION, and its officers, agents and employees against all claims, demands, actions, and suits (including all costs) brought against any of them arising from actions or omissions of GRANTEE and/or its contractors in the performance of this Agreement.
- K. Grantee's Contractor; Non-Assignment. If GRANTEE utilizes contractors to complete its work under this Agreement, in whole or in part, GRANTEE shall require any of its contractors to agree, as to the portion contracted, to fulfill all obligations of the Agreement as specified in this Agreement. However, GRANTEE shall remain obligated for full performance hereunder, and COMMISSION shall incur no obligation other than its obligations to GRANTEE hereunder. This Agreement shall not be assigned or transferred in whole or in part or any right or obligation hereunder, without prior written approval of COMMISSION.
- L. Independent Contractor Status. GRANTEE, and its contractors and employees are not employees of COMMISSION and are not eligible for any benefits through COMMISSION, including without limitation, federal social security, health benefits, workers' compensation, unemployment compensation, and retirement benefits. GRANTEE will be responsible for any federal, state, or local taxes and fees applicable to payments hereunder.
- M. Oregon Laws and Forum. This Agreement shall be construed according to the laws of the State of Oregon without regard to its provisions regarding conflicts of law. Any litigation between COMMISSION and GRANTEE arising under this Agreement or out of work performed under this Agreement shall occur in Multnomah County court having jurisdiction thereof, and if in the federal courts, in the United States District Court for the State of Oregon.
- N. Compliance with Law. GRANTEE and all persons performing work under this Agreement shall comply with all applicable federal, state, and local laws and regulations, including reporting to and payment of all applicable federal, state and local taxes and filing of business license. If GRANTEE is a 501(c)(3) organization, GRANTEE shall maintain its nonprofit and tax-exempt status during this Agreement.
- O. Severability. COMMISSION and GRANTEE agree that if any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the Parties shall be construed and enforced as if the Agreement did not contain the particular term or provision held to be invalid.
- P. No Other Obligations: GRANTEE acknowledges that, except for the Grant, the COMMISSION has no obligation to provide, and the COMMISSION has not led GRANTEE to believe in any way (whether expressly or by implication) that the COMMISSION will provide any additional or future assistance, financial or otherwise, either to GRANTEE or for the Grant project.
- Q. Merger. This Agreement contains the entire agreement between COMMISSION and GRANTEE and supersedes all prior written or oral discussions or agreements.

There are no oral or written understandings that vary or supplement the conditions of this Agreement that are not contained herein.

- R. Third Party Beneficiaries. There are no third-party beneficiaries to this Agreement and may only be enforced by the Parties.
- S. Electronic Transaction; Counterparts. The Parties agree that they may conduct this transaction, including any amendments, by electronic means, including the use of electronic signatures. This Agreement, and any amendment, may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute a single instrument.
- T. NOTICE: Notices to Grantee under this Grant Agreement shall be sent to GRANTEE at the following address:

Attn: Briana McCoy, Project Manager  
Executive Director  
c/o Friends of Saturday Academy  
5000 N. Willamette Blvd.  
Portland, OR 97203  
Email: [development@saturdayacademy.org](mailto:development@saturdayacademy.org)

NOTICE: Notices to Grantor under this Grant Agreement shall be sent to COMMISSION at the following address:

Attn: Rana DeBey, Project Manager:  
Mt. Hood Cable Regulatory Commission  
c/o City of Portland  
Bureau of Planning & Sustainability  
1810 SW 5<sup>th</sup> Ave, Suite 710  
Portland, OR 97201  
Email: [rana.debey@portlandoregon.gov](mailto:rana.debey@portlandoregon.gov)

**SIGNATURES:**

**COMMISSION**

**GRANTEE**

\_\_\_\_\_  
Name: Julia DeGraw  
Title: Chair,  
Mt. Hood Cable  
Regulatory Commission  
(MHCRC)

\_\_\_\_\_  
Name: Briana McCoy  
Title: Executive Director  
Friends of Saturday  
Academy

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Commission Attorney,  
Mt. Hood Cable Regulatory  
Commission (MHCRC)

# 25803 - Empowering Progress: Bridging the Digital Divide for Saturday Academy's Mission

## Application Details

**Funding Opportunity:** 25542-2025 Community Technology Grants  
**Funding Opportunity Due Date:** Jun 30, 2025 8:09 AM  
**Program Area:** Community Technology Grants  
**Status:** Submitted  
**Stage:** Final Application

**Initial Submit Date:** May 13, 2025 2:15 PM  
**Initially Submitted By:** Brianna McCoy  
**Last Submit Date:** May 20, 2025 5:17 PM  
**Last Submitted By:** Brianna McCoy

## Contact Information

### Primary Contact Information

**Active User\*:** Yes  
**Type:** External User  
**Name:** Salutation Brianna Middle Name McCoy  
First Name Last Name  
**Title:** Executive Director  
**Email\*:** [development@saturdayacademy.org](mailto:development@saturdayacademy.org)  
**Phone\*:** 503-200-5858 Ext.  
Phone  
###-###-####  
**Fax:** ###-###-####

### Organization Information

**Status\*:** Approved  
**Organization Name\*:** Friends of Saturday Academy  
**Organization Type\*:** Non-Profit Entity  
**Tax Id:**  
**Organization Website:** <https://www.saturdayacademy.org/>  
**Address\*:** 5000 N Willamette Blvd

Portland Oregon 97203-  
City State/Province Postal Code/Zip

**Phone\*:** 503-200-5858 Ext.  
### ### #####  
**Fax:** ### ### #####

## FY21-22 Final Application Project Narrative

### **Project Narrative**

**Total Grant Funds:** \$4,510.00  
**Total Match Funds:** \$4,510.00  
**Total Funds:** \$9,020.00  
**Proposed Technology:** Video production equipment  
**Public Benefit Area:** Improving Service Delivery  
**Select which jurisdiction(s) your project will serve:** Portland  
**Please select the size of your organization's total operating budget:** \$500,000 to \$1,000,000

In defining the project purpose, applicants must:

- Define a specific need or problem. This includes clearly defining the community or beneficiaries you intend to impact.
- Propose a credible solution and achievable means of addressing identified needs or problems. How will use of the technology address your identified public benefit area and serve your identified community or targeted beneficiaries?
- Describe how you plan to integrate DEI measures into your project, or alternatively, how your project is supported by DEI-focused work within your organization as a whole.

### **Project Purpose:**

According to the State of Access and Equity of Afterschool and Summer Learning Programs in Oregon (2020), access to after-school opportunities is inequitable. Families and youth who live in underserved communities face significant barriers that prevent them from participating in afterschool and out of school programs. These barriers include lack of programs, cost of programs, and transportation barriers. Additionally, according to the State of Access and Equity of Afterschool and Summer Learning Programs in Oregon Report, 16% of children in Oregon are enrolled in an after-school program and another 44% would participate if a program was available to them. This gap disproportionately impacts students from historically and systematically excluded communities—youth of color, girls, trans and nonbinary youth, LGBTQIA+ youth, and students from low-income backgrounds—who face additional systemic barriers such as limited access to Science, Technology, Engineering, Arts, and Mathematics education (STEAM), negative societal perceptions, and a lack of self-confidence in STEAM fields.

Decades of research show that students who face the greatest barriers to accessing afterschool programs stand to gain the most from them. For instance, out-of-school educational engagement can improve students' in-school grades, test scores and classroom behavior, especially for underserved youth who are most in need (Equity Matters: Research Review No. 4, The Campaign for Educational Equity, October 2009). The opportunity gap is correlated with the academic achievement gap: by the sixth grade, middle class students will have spent 4,000+ more hours in afterschool and summer learning opportunities than students from families who have low income. This problem isn't unique to elementary and middle school—there is a growing demand among Oregon high school students for more engaging, active STEAM learning experiences, particularly among marginalized youth. According to the Amgen Foundation, 81% of students express an interest in science, while only 37% enjoy their science classes, and 32% know an adult working in a science-based career. These numbers further illustrate the gap between students' interest in STEAM and access to compelling STEAM learning environments and role models.

High-quality, age-specific, and experiential afterschool programs are a proven strategy to combat the opportunity gap and can help eliminate the achievement gap. However, while access continues to increase, the field of afterschool has yet to meet the needs of the most marginalized communities. Ensuring equitable access to immersive hands-on learning opportunities with up-to-date technology, be them at school or out-of-school through classes, camps, workshops, or internships can only seed a more aware and informed next generation.

Seeking to address inequities in STEAM, Saturday Academy (SA) is committed to diversity, equity, inclusion, and access initiatives that close the opportunity and achievement gaps by providing students with high-quality socially aware curricula, removing financial barriers to its programming, and partnering with other culturally responsive community organizations across Multnomah County. To meet community needs and reduce disparities, SA curates transformative learning experiences that are designed to support the development of students' identity, awareness, and knowledge. Further, the organization prioritizes marginalized students' sense of belonging in STEAM through its Youth Programs and Career Explorations programs that center strong cultural competency of Portland's diverse student population.

In partnership with Mt Hood Cable Regulatory Commission, SA seeks to elevate its visual storytelling capabilities through a strategic upgrade of its videography equipment. This investment will empower the creation of high-impact content by acquiring essential tools, including a professional-grade Sony a7R V Mirrorless Camera with a versatile 50mm lens, a rugged Ruggard Lynx 75 SlingPack for secure transport, enhanced power reliability with an extra Sony battery and dedicated charger, high-speed data management via a Sony CFexpress card and

reader, expanded capture opportunities with twelve Kodak PIXPRO FZ55 Digital Cameras, and four Chromebook laptops to edit video content. This technology upgrade will provide 550 students in Multnomah County with access to cutting edge technology to power their creative exploration in SA's immersive and engaging Youth Programs and Career Explorations programs.

As a primary outcome of this collaboration, students will contribute video content, photos, and other digital media that SA's Multimedia Manager will use to produce dynamic video content to share on community media center channels. This grant funding will equip historically excluded students with the tools to create compelling video content and digital media, enriching community media center channels with fresh perspectives and engaging stories. This inspiring and informative video will highlight the impact of SA's digital media classes, with a focus on SA's students' passionate innovation in documentary filmmaking, videography, and photography. Number of student-created video content pieces, photos, and other digital media produced.

Saturday Academy's Youth Programs—STEAM Classes, Summer Camp, School Residencies, and Days Off Workshops—aim to bring high-quality and immersive STEAM experiences to students from schools and community organizations across the Portland Metro area who currently lack access to such programming and who are eager to participate in STEAM. Taking place both during the school year and the summer months, School Residencies bring SA's STEAM curricula and project-based classes into schools to maximize the amount of time students have to engage in STEAM activities. In SA's photojournalism School Residencies, students will utilize video and digital cameras, stepping behind the lens to capture captivating, thought-provoking, and challenging images for narrative storytelling.

Residencies are typically held once per week over six weeks for an hour and a half each session and small class sizes of 5-10 students maximize individualized attention to meet students' learning needs.

Saturday Academy's seasonal Classes and Summer Camps provide K-8 grade students with the opportunity to hone their passions and interests in STEAM-related subjects throughout the school year and all summer long. Hosted at a variety of agencies in the community such as the Oregon Health and Science University and Portland State University, Classes and Summer Camps explore a vast array of topics including but not limited to filmmaking, graphic design, and photojournalism. Seeding the next generation of future innovators, students develop their projects with their peers and expert educators to discover their talents and improve their skills in their chosen craft, building confidence and identity in STEAM fields.

During the school year, Days Off Workshops fill in gaps in student learning on days when school is not in session due to teacher professional development days by providing them with STEAM-focused programming. Additionally, this program gives youth a safe and supportive space to learn while their parents are at work. In 2025, SA jumpstarted a Days Off Workshops program for high school students, providing teens with more opportunities to experience career-focused, experiential STEAM learning. In this program, students dropped into Portland State University Maseeh College of Engineering and Computer Science to explore key skills within that engineering and identify the types of jobs available within those fields. This and other Days Off Workshops cover the gamut of STEAM partnership and work with schools and individuals alike to ensure there are no barriers of access to this program. More information on Days Off Workshops for the 2025/26 academic school year will be provided in the coming months.

Saturday Academy's Career Exploration programs serve as a bridge to more advanced levels of learning and experience for 9-12 grade students. For instance, the organization's signature Career Explorations program, Apprenticeships in Science and Engineering (ASE), serves motivated high school students across the Portland Metro area and centers necessary, transferable life skills that are inherent in a wide range of occupations in STEAM fields. This program has a special focus on job readiness and awareness for the organization's youngest to its oldest youth members. In ASE's 2025 summer cohort, three high school interns will use high-end videography equipment to stoke their passion for documentary filmmaking. With mentorship and guidance from documentary filmmaker Sam Gaty of NW Documentary, interns will research, plan, shoot, and edit their own documentary films and showcase their work at ASE's capstone event, the Summer Symposium.

(This field has a character limit of 11,000)

What project outcomes (no more than four) do you hope to achieve for the identified community or targeted beneficiaries through the use of the proposed technology?

The MHCRC is interested in outcomes related to the use of the technology. You will be asked to report on progress made toward achieving these outcomes in your semi-annual grantee reports.

#### **Measurable Project Outcomes:**

Saturday Academy seeks to reduce inequalities, provide and promote access to high-quality education for historically and systematically excluded students, and create a natural bridge between students' passions and viable career pathways where their multitudes can be celebrated and their passions can be explored. The organization aims to address disparities through the use of an updated slate of videography equipment in the form of the requested technology to increase participation from historically underserved groups in STEAM and encourage students' deeper understanding of core subject matter.

Broken down into four measurable outcomes, SA hopes to achieve the following as a result of this project that directly meets community needs to reduce disparities in access to STEAM learning opportunities and technology.

Outcome 1: Saturday Academy will create three dynamic videos that are shared on community media center channels.

Outcome 2: A minimum of 50 historically and systematically excluded youth will access hands-on STEAM experiences in filmmaking, video production, and photojournalism.

Outcome 3: At project completion, 80% of students will report strong foundational skills for their college and professional careers as a result of participating in SA's programming.

Outcome 4: At project completion, 80% of students will report increased self-confidence and envision STEAM futures for themselves.

(This field has a character limit of 1500)

How will you evaluate progress toward, and achievement of, the project's anticipated outcomes?

The evaluation plan should include evaluation questions, strategies or methodologies to collect data in order to answer the questions and steps to document

findings and lessons learned, and should directly tie to the measurable outcomes listed above.

### Evaluation Plan:

To evaluate Outcome 1, SA staff will track the frequency and engagement levels (views, likes, shares, comments) of SA's video content on community media center channels as well as SA's social media platforms. Success in this outcome looks like a 50% increase in audience engagement across all social media platforms. Staff will also assess and solicit audience feedback on the improvement in the quality and impact of SA's visual storytelling. For instance, On a scale of 1 to 5, how visually engaging was each video? Do you feel called to action surrounding the video topics? How much did these videos increase your knowledge of the subject matter discussed?

To assess Outcomes 2-4, Saturday Academy will implement a comprehensive evaluation strategy that encompasses qualitative and quantitative measures to track project outcomes. Students and their educators will be asked to rate students in technical skill acquisition as it relates to their chosen subject matter and the quality of their final projects. Data points include but are not limited to: Feedback from instructors that speaks to students' level of engagement, learning outcomes, and skill development (i.e. on a scale of 1 to 5 - to what level has the student improved their videography skills? Describe your (the student) level of comfortability in utilizing the videography equipment provided); Observation of student work and project quality in technology-enhanced activities; Long-term tracking of student interest and participation in STEAM-related fields through surveys and interviews (where feasible). Students' perceptions of their sense of identity, confidence, and belonging in STEAM will also be measured in self-reports from students as well as input from educators. For example: How much has your sense of belonging in STEAM improved? None, Very Little, Moderately, A lot, or Extremely.

Quantitative data includes: Number of historically excluded students trained in videography, filmmaking, photography and digital media creation, with a target of at least 50% of students; Number of students utilizing the new equipment in SA's Youth Programs and Career Explorations programs with a target of at least 50; Number of programs and events documented using the new equipment with a target of at least 5 programs/events. Last, SA is seeking a 85% participation rate and that 80% of students self-report enjoyed and benefited from their program.

(This field has a character limit of 2500)

A "Project Partner" is defined as an organization that supplies cash or in-kind resources and/or plays an active role in the planning and implementation of the project. You should present who your project partners are, their respective roles in the project, and specific contribution each partner will make to the project in the form of financial support, equipment, personnel, or other resources.

Please list project partners as confirmed or unconfirmed.

Please include a contact name & email address for each project partner listed. Staff will contact the project partner in order to verify the partnership.

### Project Partners:

Partnership is a cornerstone of Saturday Academy's impact in the community. The programs that will utilize the requested videography technology include SA's Summer Camp, STEAM Classes, Days Off Workshops, and the Apprenticeships in Science and Engineering program (ASE), and are spearheaded by SA's Career Explorations Program Manager, Allison Fritz-Penniman, and SA's Executive Director, Brianna McCoy. Allison can be reached at [allison@saturdayacademy.org](mailto:allison@saturdayacademy.org), and Brianna can be contacted at [brianna@saturdayacademy.org](mailto:brianna@saturdayacademy.org).

Additionally, SA's Multimedia Manger, Evan Finch, will create video content of this project to share on community media center channels, communicating the impact of this project on the students and communities that SA serves. Evan can be reached at [evan@saturdayacademy.org](mailto:evan@saturdayacademy.org).

Sam Gaty, NW Documentary - [sam@nwdocumentary.org](mailto:sam@nwdocumentary.org)

Sam Gaty of NW Documentary is an ASE mentor for this summer's documentary filmmaking internship. Sam will contribute his expertise in the field of documentary filmmaking to three ASE interns, from research, planning, story development, shooting footage, and editing with the requested technology.

Jarrod Lockhart, Oregon Health and Science University (OHSU) - [lockhartj@ohsu.edu](mailto:lockhartj@ohsu.edu)

Saturday Academy's Days Off Workshops and Summer Camps are hosted at OHSU in partnership with Dr. Jarrod Lockhart, Assistant Vice Provost of Education Outreach & Collaboration at OHSU. A leader of statewide K-16 STEM education initiatives, Dr. Lockhart acts as a liaison between SA and OHSU.

Last, Hakim Johnson, a Saturday Academy educator, can speak to the use of technology in SA's current programs. Hakim can be reached at [hakim.reynolds@gmail.com](mailto:hakim.reynolds@gmail.com).

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## PROJECT FEASIBILITY SECTION includes: Technical Design, Project Start/End Date, Implementation Plan and Project Budget (see Final Application Budget form)

The Technical Design should specify in detail the proposed technology and equipment to be employed; the rationale in selecting the particular technology; how the technical design supports the project's use of the community media center channels; and the plans for maintaining and upgrading the system or equipment in the future.

### Technical Design:

As a STEAM-based organization, Saturday Academy strives to provide fascinating programs that mine the intersections of STEAM fields, such

as programs that celebrate the link between technology and the arts. SA deliberately chose to seek grant funding to invest in an upgraded slate of videography equipment to provide students with the tools to broaden their skillset and deftly shoot, create, and edit video footage. For instance, one Sony a7R V Mirrorless Camera, a camera bag, an extra Sony Battery and Battery Charger would provide three high school documentary filmmaking interns with a combined total of 960 learning hours and an unforgettable internship experience in the summer Apprenticeships in Science and Engineering program. In this summer's filmmaking and photojournalism Summer Camps, 6th-8th grade students will participate in experiential projects utilizing the videography equipment, camera, and Chromebooks to grow and enhance their storytelling and technical skills. The twelve Kodak PIXPRO FZ55 Digital Cameras will expand SA's singular camera kit and allow the organization to simultaneously run programs that utilize cameras. For instance, with enough equipment, SA could run multiple photojournalism programs in the form of School Residencies as well as Classes, giving more students more opportunities to learn their craft and capture high-quality imagery across several STEAM subjects.

Access to technology can transform students' realities by exposing them to subjects and skills that inspire their future careers. This is incredibly important for marginalized students—who face the greatest barriers to accessing experiential STEAM learning opportunities and supportive mentors and also stand to gain the most from them. SA believes in the importance of sharing stories of historically and systematically excluded students' creative transformation ingenuity. A key outcome of this project, SA students across all programs will contribute striking images, captivating video content, and original music for use in a dynamic video developed by SA's Multimedia Manager. Through partnership with community media center channels, SA's Multimedia Manager will promote and share the resulting video with the public by amplifying the video across a wide range of platforms and interfaces.

While the digital innovations captured with Sony video cameras live on, the lifecycle of these machines runs out in 3-5 years. SA has a robust sustainability plan in place when the time comes to upgrade and maintain this technology. SA plans to continue to solicit grants from foundations to help offset the costs of purchasing new technology. The organization also intends to connect with its corporate partners, such as Nike, who generously contribute to SA's slate of technology through monetary and in-kind donations. Additionally, SA has a network of individual donors who are interested in investing in infrastructure development to help SA's community access technology. SA's board of directors also contribute to SA acquiring needed technology through in-kind donations from their employers, who also have technology that they are required to consistently upgrade. Drawing on several sources of support, SA foresees that it will maintain its technological slate beyond the grant period.

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## Proposed Project Start and End Date:

Projects may include timelines of up to 2 years.

**Proposed Start Date (month/year):** 06/30/2025

**Proposed End Date (month/year):** 07/01/2026

The Implementation Plan should include major tasks and milestones in addition to detailed tasks needed to successfully implement the project.

### Implementation Plan:

Primary Tasks: 1. Technology Procurement and Setup; 2. Program Integration and Curriculum Enhancement; 3. Community Engagement and Promotion; 4. Monitoring and Evaluation

Milestones: June 2025: Purchase orders placed. Initial delivery of new equipment received. Basic setup and imaging completed; July 2025: Updated slate of videography equipment fully equipped and tested. Videography equipment is deployed to active SA programs; August 2025: Community media center channel partnerships with community media center channels solidified; August 2025 - April 2026: Multimedia Manager plans, captures, and edits video content for resulting video project; May 2026: Multimedia Manager distributes video content to community media center channels; June 2026: Submit a grant report to at the end of the grant period; Ongoing: Regular monitoring and evaluation of technology integration and program impact

### Detailed Tasks:

1. Technology Procurement and Setup: Issue purchase orders, Coordinate delivery of new equipment, Inventory and asset tag all new equipment, Test all equipment, Dispose of or repurpose old equipment responsibly.
2. Integration and Use of Upgraded Videography Equipment Technology: Give SA educators access to the updated slate of videography equipment for student use, Educators check in and check out videography equipment technology to students based on the needs and design of their program subject area, Return and store videography equipment in its designated storage area.
3. Community Engagement and Promotion: Finalize partnerships with community media centers (Open Signal and MetroEast Community Media, PCC, and PPS TVS), Develop a content strategy for showcasing the impact of the upgraded slate of videography equipment, SA's Multimedia Manager to develop dynamic video content highlighting student innovation with the new technology, Secure necessary permissions and releases for featuring students in promotional video materials, Share the completed video content with partner community media center channels, Track reach and engagement of promotional content across different platforms, Update SA's website and social media channels with information about the upgraded videography equipment and its impact.
4. Monitoring and Evaluation: Track the usage of the upgraded slate of videography equipment across different programs and student demographics, Collect data on student engagement and learning outcomes in programs utilizing the new technology (e.g., project quality, participation rates, feedback surveys), Monitor the impact of the promotional video content on program enrollment, Conduct regular evaluations of the project's progress against stated goals and objectives, Identify any challenges or barriers to successful implementation and develop solutions, Communicate the impact in the grant report at the end of the grant period.

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## Supplemental Material Attachments

Description	File Name	Type	Size	Upload Date
Saturday Academy Board of Directors 2025 List	<a href="#">SaturdayAcademy2025 Board Roster .pdf</a>	pdf	297 KB	05/16/2025 09:03 AM

## FY20-21 Application Budget Correct

### Budget Narrative

#### Budget Narrative:

The costs of this project are entirely for purchasing equipment to improve Saturday Academy's slate of videography equipment. This equipment and the total associated costs for each item are as follows:

- One (1) Sony a7R V Mirrorless Camera with 50mm f/1.4 Lens Kit - \$5,196.00
- One (1) Ruggard Lynx 75 SlingPack camera bag - \$72.00
- One (1) extra Sony NP-FZ100 Battery - \$78.00
- One (1) Sony BC-QZ1 Battery Charger - \$108.00
- One (1) Sony 320GB CFexpress Type A TOUGH Memory Card with CFexpress Type A and SD Card Reader - \$698.00
- 12 Kodak PIXPRO FZ55 Digital Cameras - \$1,668.00
- Four (4) Chromebook laptops - \$1,200.00
  - Project total cost: \$9,020.00
  - Amount requested from Mt Hood Cable Regulatory Commission: \$4,510.00

To meet the match requirement for the Mt Hood Cable regulatory Commission's Community Technology Grants program, Saturday Academy has secured an in-kind donation of Chromebooks from Weir Esco at a \$600 value and a generous gift of \$1,800 from SA's Board Treasurer, Taylor Wong. An individual gift that SA has received from Truman Collins will cover the remaining \$2,310.00 in equipment costs. These matching and in-kind donations total exactly half of the total project cost, or \$4,510.00

### Line Item Budget

Cost Category	Grant Funds	Match Amount	Project Total
Personnel	\$0.00	\$0.00	\$0.00
Education and Training	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00
Contractual	\$0.00	\$0.00	\$0.00
Equipment	\$4,510.00	\$4,510.00	\$9,020.00
Infrastructure/Facilities Construction	\$0.00	\$0.00	\$0.00
Miscellaneous	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00
<b>Total</b>	<b>\$4,510.00</b>	<b>\$4,510.00</b>	<b>\$9,020.00</b>

## Signature Page

### Final Application Signature

**Signature of Duly Authorized Representative\*:**

Brianna McCoy

**Date\*:**

05/20/2025

**Title\*:**

Executive Director

**Phone\*:**

503-200-5851

**E-mail\*:**

[development@saturdayacademy.org](mailto:development@saturdayacademy.org)





## Saturday Academy 2024 Board Roster

Full Name	Officer	Affiliation
Dylan McNamee	Board Chair	Retired, PI, Galois, Inc.
Stephanie Salomone	Vice President	Professor of Mathematics, Associate Dean for Faculty, and Director of STEM Education and Outreach Center, University of Portland
Marcel Jonker	Secretary	Director Cybersecurity Ops, Threat Intel and Incident Response, Cambia Health Solutions
Taylor Madison Wong Larson	Treasurer	CPA, Senior Tax Manager, Empirical Wealth Management
Ian Christy	Member	Attorney, Miller Nash LLP
Kassim M. Ferris	Member	Partner, Patent Attorney, Stoel Rives LLP
Pratima G.N. Rao	Member	Materials Engineer Director, Lam Research
Larry Scott Sherman	Member	Professor, Division of Neuroscience, Oregon National Primate Research Center and Department of Cell, Developmental, and Cancer Biology, Oregon Health & Science University
Kenneth Lee Pifer	Member	Controller, Associate Vice President for Finance & Controller, University of Portland
Hayley Shauklas	Member	Communications Manager, ESCO Corporation
Jenessa Stieglitz	Member	Product Manager at NIKE
Jen Lindwall	Member	Oregon Department of Education as their Educator Workforce Development and Equity Coordinator
Melissa DuBois	Member	Director, Project Zero and Program Officer, PGE Foundation