



**MEETING AGENDA
SESSION OF THE PARKS & RECREATION ADVISORY BOARD
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
WEDNESDAY, JUNE 8, 2022 AT 6:00 PM**

- 1. MEETING CALLED TO ORDER**
- 2. MINUTES**
 - 2.A Parks and Recreation Board Minutes Approval
- 3. HEAR AUDIENCE**
- 4. DISCUSSION**
 - 4.A Department Director Update
- 5. NEW BUSINESS**
 - 5.A Fee Waiver Scoring - Period III - 2021/22
 - 5.B Fee Waiver Grant Scoring - Period I - 2022/23
 - 5.C Update of Community Benefit Fund Policy
- 6. HEAR CHAIRMAN AND BOARD MEMBERS**
- 7. ADJOURNMENT**

In accordance with Florida Statutes 286.105: Any person wishing to appeal any decision made by the Parks & Recreation Advisory Board with respect to any matter considered at such meeting or hearing will need to ensure that verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is made.

In accordance with Florida State 286.26, persons needing assistance to participate in any of these proceedings should contact the Office of the City Clerk, 101 Church Street, Kissimmee, Florida, (407) 518-2309.

ITEM 2.A**Parks and Recreation Board Minutes Approval****Request**

Approval of the Meeting Minutes from April 13, 2022 meeting.

Explanation**Recommendation****REQUESTED CITY COMMISSION ACTION:**

Department: Parks & Recreation

Presenter:

Attachment(s):

1. Meeting Minutes 4.13.2022



MEETING MINUTES
SESSION OF THE PARKS & RECREATION ADVISORY BOARD
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
WEDNESDAY, APRIL 13, 2022 AT 6:00 PM

1. **MEETING CALLED TO ORDER Members Present:** Board Chair Edward Kilroy, Board Member Hannan Khan, Board Member Seewdat "David" Anderson, Board Member Sheila Molina, Board Member Guillermo (Bill) Hansen, Board Member Roy Oddo
Staff Present: Director Steve Lackey, Assistant Director Matt Libby, Office Manager Andrea Campbell
Members Absent: Board Member Albert Dorsey, Board Member Robin Wright, Board Member Vanessa Alvarez

Board Chair Edward Kilroy called the meeting to order at 6:18pm.

2. **MINUTES**

2.A Parks and Recreation Board Minutes Approval

A motion was made by Guillermo Hanson to approve the meeting minutes from February 9, 2022, seconded by Hannah Khan.

AYE: Board Chair Edward Kilroy, Board Member Hannan Khan, Board Member Seewdat "David" Anderson, Board Member Sheila Molina, Board Member Guillermo (Bill) Hansen, Board Member Roy Oddo
NAY: None

Motion to 6 - 0.

3. **HEAR AUDIENCE** No one was present for hear the audience.

4. **DISCUSSION**

4.A Department Director Update

Parks and Recreation Director Steve Lackey gave an update on staffing efforts for the Events and Venues Division. He announced that on Sunday, April 16th, the advertisement for Phase I at Lancaster Ranch Park will be posted for Construction Manager at Risk. This will allow for Green Meadows Farm to open by Spring of 2023. The future of the Berlinsky Community House was determined to be replaced and not rebuilt. There is current funding in the amount of \$3.2 million and the City is looking into additional funding sources, such as grants.

Director Steve Lackey also updated the Parks and Recreation Advisory Board on grants the department has applied for, or are working on.

- Community Garden - Mill Run Park - \$50,000
- Hockey Rink Resurface - Mark E Durbin Park at Lakeside - \$50,000
- Batting Cages - Fortune Road - \$50,000
- Pavilion Replacement - Oak Street Community Park - \$50,000
- Wooden Breakwater - Lakefront Park - \$150,000
- Shingle Creek Regional Trail - Stonefield Connector - \$400,000

- Phase I/Green Meadows Farm - Lancaster Ranch Park - Construction Manager at Risk to be awarded in May
- Field House - Lancaster Ranch Park - looking for funding and possible 3rd party long term lease options.

Upcoming events:

- April 23rd - Tidy up Toho - Lakefront Park
- April 24th - Caribbean Fusion - Lakefront Park
- May 1st - Cuban Sandwich Festival - Lakefront Park
- May 7th - Night of Music - Civic Center
- June 4th - Pridefest - Civic Center
- June 18th - Juneteenth - Lakefront Park
- July 4th - Monumental July 4th - Lakefront Park

5. NEW BUSINESS

5.A Community Benefit Fund Requests

Chair Edward Kilroy read each Community Benefit application title, asked for any discussion and asked each member present to give their vote.

- Kingdom Kids Christian Academy - Tutoring/Food Pantry - \$2,500 Motion to grant funding made by Roy Oddo and seconded by Seewdat "David" Anderson, All in favor.
- School District of Osceola County - Special Programs, Smart & Read Bus - \$2,500 Motion to grant funding made by Guillermo Hanson and seconded by Hannan Khan, All in favor.
- Foster Grants and Giving, Inc - Literacy Program - \$2,000 Motion to grant funding made by Hannan Khan and seconded by Sheila Molina, All in favor.
- School District of Osceola County - Educational Choices & Innovation, 2022 Choice Fair - \$2,500 Motion to grant funding made by Roy Oddo and seconded by Seewdat "David" Anderson, All in favor.

5.B Community Benefit Fund Awarded

Director Steve Lackey explained that due to deadline constraints the Community Benefit Application for Athletes United Group College Tour was approved by City Manager in the amount of \$2,500.

6. HEAR CHAIRMAN AND BOARD MEMBERS

7. ADJOURNMENT

There being no further business to come before the Parks and Recreation Advisory Board, Chair Edward Kilroy adjourned the meeting at 7:08pm.

Board Chairman

ATTEST:

Board Secretary

ITEM 4.A

Department Director Update

Item Details

Department Director will give updates on department happenings.

Attachment(s):

None

ITEM 5.A**Fee Waiver Scoring - Period III - 2021/22****Request**

Request to score a Fee Waiver Application for NAACP Freedom Fund request as it came in after the deadline due to extenuating circumstances. We are accepting the late application but will apply the award to Period III for 2021/22 year.

Fee Waiver Scoring for Freedom Fund and Awards Banquet.

Explanation**Recommendation****REQUESTED CITY COMMISSION ACTION:**

Department: Parks & Recreation

Presenter:

Attachment(s):

1. Copy of 2021-2022 Fee Grant Request Score
2. Freedom Fund Binder 1

2021/2022 Fee Grant Request
Period III, Events occurring June 1, 2022- September 30, 2022

<i>EVENT</i>	<i>Requested Date</i>	<i>19-20 Amount</i>	<i>Requested Amount</i>	<i>Year of award / Sunset year</i>	<i>Est. City Expenses</i>	<i>AWARDED</i>	<i>Scored</i>	<i>Ed</i>	<i>AL</i>	<i>Robin</i>	<i>Hannan</i>	<i>Guillermo</i>	<i>Roy</i>	<i>David</i>	<i>Sheila</i>	<i>Vanessa</i>	<i>Total</i>
CAFA Awards Banquet	8/7/2022	N/A	\$3,000	1	\$1,440	\$1,296	86.25	80	90	85	80	85	90	X	85	95	690
Jurassic Jungle	8/27-8/28	N/A	\$3,000	1	\$7,273	\$2,100.00	67.77		70	65	70	50	70	75	75	75	610
Puerto Rican Parade/Festival*	9/10/2022	\$2,700	\$3,000	2	\$12,070	\$2,400	94.44	90	100	100	100	80	100	90	90	100	850
Kissimmee United Against DV	9/17/2022	N/A	\$3,000	1	\$2,315	\$2,084	89	86	85	85	100	75	90	90	90	100	801
Osceola Youth & Family Summit	9/24/2022	N/A	\$3,000	1	\$3,531	\$3,000	94.22	88	100	100	100	75	95	90	100	100	848
Freedom Fund Banquet	9/17/2022	N/A	\$3,000	2	\$2,708		0										0

\$18,000

\$29,337

\$10,880.00

* Puerto Rican Parade/Festival is in Year 2

Total amount awarded for Period 1 October 2021-January 2022

\$18,190.10

Total amount awarded for Period 2 February 2022-May 2022

\$10,233.60

Total amount awarded for Period 3 June 2022-September 2022

\$10,880.00

Grand Total FY 2021/22

\$39,303.70

** Note: NAACP Freedom Fund Banquet request came in after Period III deadline due to extenuating circumstances that caused the deadline to be missed. We are accepting the application - award will be applied to Period III and will close out FY2021/22.

FEE WAIVER GRANT RANKING FORM

Organization Name: NAACP Event Name: Freedom Fund and Awards Banquet

Event Date: 9/17/22

Year of fee waiver award: 2

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	
Has this specific event been produced previously? (10 points)	
What is the uniqueness of the proposed event? (10 points)	
How does the proposed event support the organization's mission and benefit residents? (10 points)	
EVENT REVENUE / ECONOMIC IMPACT	25 POINTS
Will the proposed event impact local businesses? If so, please describe. (15 points)	
Evaluation of itemized event budget submitted by sponsoring organization. (10 points)	
MARKETING	15 POINTS
How does the proposed event benefit the image/reputation of the City? (5 points)	
Evaluation of the marketing plan, including types of advertisement and a timeline provided? (5 points)	
How much money will the sponsoring organization commit towards advertising? (5 points)	
COLLABORATION	10 POINTS
Is the sponsoring organization collaborating with any other non-profit group? (5 points)	
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	

Percentage of Maximum of Award				
PARAB Score (Points)	Year 1	Year 2	Year 3	Year 4
90-100	100	80	60	40
80-89	90	70	50	30
70-79	80	60	40	20
60-69	70	50	30	10
50-59	60	40	20	
40-49	50	30	10	
30-39	40	20		
20-29	30	10		
10-19	20			
0-9	10			

FEE WAIVER GRANT RANKED BY: _____

Fee Waiver Amount Requested: \$3,000

Previous Year's Fee Waiver Award: \$3,000

Fee Waiver Grant Program Request

Requesting Organization Information

Organization Information & Contact *

National Association for the Advancement of Colored People

Full Legal Name of Organization

Osceola County NAACP Branch 5121

Name of Chief Officer/President

Deloris J. McMillon

Telephone Number

4078609355

Mobile Number

Organization Address *

P.O. Box 450778

Street Address

Kissimmee

City

Florida

State/Region/Province

34745

Postal / Zip Code

United States

Country

Eligibility/Type *

☐ Non-Profit ☐ Government ☒ Agency or Organization in which the City of Kissimmee is a member

If non-profit, you must attach a copy of your organization's valid IRS tax exempt certificate or IRS affirmation letter..

Event Contact Information

Deloris J. McMillon

Name of Event Contact

President

Title of Event Contact

4078609355

Telephone

Djmcmillon@aol.com

Email

Event Information

Name of Event *

Freedom Fund and Awards Banquet

Fee Waiver Grant Program Request

Start Date & Time of Event *

09/17/2022 06:00 PM

MM/dd/yyyy HH:MM AM/PM

End Date & Time of Event *

09/17/2022 10:00 PM

MM/dd/yyyy HH:MM AM/PM

Estimated Number of Attendees *

175

Brief Description of Event *

Promotes unity among the community groups and organizations for the common good of all citizens, recognition of outstanding citizens who have done significant community service and citizens who have emulated the ideals and principles of NAACP.

Grant Request Amount *

3000.0

USD

This is the dollar amount of the services you are requesting to be waived by the Fee Grant Waiver Program. The maximum amount you may request is \$3,000.

Event Setup & Strike

Please enter the date and times you wish to setup as well as the date and times you anticipate breaking down.

Event Setup Date & Time *

09/17/2022 12:00 PM

MM/dd/yyyy HH:MM AM/PM

Event Strike Date & Time *

09/17/2022 03:00 PM

MM/dd/yyyy HH:MM AM/PM

Event Logistics

Will your event require outdoor staging? *

☐ Yes ☒ No

Will your event require the rental of the modular stage for Veterans Lawn? *

☐ Yes ☒ No

Will your event require tents? *

☐ Yes ☒ No

Fee Waiver Grant Program Request

Will your event require vehicle access to the park?

☐ Yes ☒ No

Will your event require road closures? *

☐ Yes ☒ No

Will your event require portable restrooms? *

☐ Yes ☒ No

Will your event require utilities? *

☐ No ☒ Power ☒ Water

Will your event hire outside production companies? *

☐ Yes ☒ No

This includes lighting, staging, audio, decor, film, broadcast, etc.

Will your event require the use of additional space? *

☐ Green/Dressing Room	☐ Locker-Room(s)	☐ Reception Area
☐ Autograph Area	☐ Food Prep Area	☐ Dance Floor
☐ Private Meeting Space	☐ Rehearsal Space	☒ None

Fishing Tournament

Is the event a fishing tournament?

☐ Yes ☒ No

Entertainment

Will your event require alcoholic beverages to be dispensed or sold?

☐ Yes ☒ No

Will your event require a DJ?

☐ Yes ☒ No

Does your entertainer have special requirements and/or technical rider?

☐ Yes ☒ No

Will your event have performers?

☒ Yes ☐ No

Fee Waiver Grant Program Request

If you are having performers, please list if they are local, national, or international.

Local

Audio / Visual

Is this an indoor event?

☒ Yes ☐ No

Will your event require the rental of audio equipment?

☒ Yes ☐ No

Will your event require the rental of any additional audio equipment?

☒ Podium

☐ Easels

☐ Projector & Screen

☐ TV/VCR/DVD Player

☒ Microphones

☒ Extension Cords/Power Strips

☐ None

Promotions

Will your event require banners to be hung? *

☐ Yes ☒ No

At what level will your event be promoted? *

☒ Local ☒ Regional ☐ National

Will the media be invited? *

☒ Yes ☐ No

If the media will be invited, what type of media will be expected? *

Local TV news and newspaper

Organizational Structure

These are mandatory questions, but they hold no point value during the evaluation process.

Fee Waiver Grant Program Request

How long has the sponsoring organization been incorporated? *

National since 1909 local - Osceola County since 1960's

How long has the sponsoring organization physically been in operation? *

Since 1960's

Please provide an organization chart of the Local Organizing Committee and describe how the sponsoring organization recruit volunteers to facilitate the event? *

President, Vice President, Secretary, Treasurer, Executive Board Members, and General Membership. We recruit high school students to earn community service hours toward graduation.

Organization & Experience (50 Points)

Has the sponsoring organization previously produced an event in Kissimmee? *

☒ Yes ☐ No

If yes, please identify the event(s). *

Martin Luther King Celebration 2022
Juneteenth 2021

Has this specific event been previously produced? *

☒ Yes ☐ No

If so, when and where was the event held? *

Civic Center

What is the uniqueness of the proposed event? *

Promotes unity among the community groups and organizations for the common good of all citizens, recognition of outstanding citizens who have done significant community service and citizens who have emulated the ideals and principles of NAACP.

How does the proposed event support the organization's mission and impact to residents? *

Will advertise and promote the positive image and reputation of the City Of Kissimmee.

Fee Waiver Grant Program Request

Event Revenue & Economic Impact (25 Points)

Will the proposed event impact local businesses? *

☒ Yes ☐ No

If so, please describe the impact:

Please attach your itemized event budget.

 Event_Budget.docx

Marketing

How does the proposed event benefit the image or reputation of the City? *

Will advertise and promote the positive image and reputation of the City Of Kissimmee.

Please identify all forms of advertisement to be used and provide a timeline for all promotion and advertising. *

Ticket sales, local newspaper, radio, social media, flyers, Church bulletins.

How much money will the sponsoring organization commit towards advertising? *

\$300

Collaboration

Is the sponsoring organization collaborating with any other non-profit groups?

☒ Yes ☐ No

If so, please state the commitment of all other groups: *

Local churches, Osceola County Schools, Osceola Visionaries, Welcome Table Ministries, Democrat Executive Committee, CAFA

Fee Waiver Grant Program Request

Has the sponsoring organization solicited local vendors to support the event?

☒ Yes ☐ No

If so, please identify all vendors that have committed to the event: *

We solicited the following local vendors to support the event: Osceola Press, Kissimmee Florist, Classic Catering Design, Alpha Specialties

Tickets \$100

Caterers \$1000-1800

Souvenir programs \$300



Organization: Osceola Coounty NAACP **Event:** Freedom Fund Banquet **Date:** TBD

Facility Fee:				
Civic Center Grand Ballrooms	\$133 per hour		\$133.00 x 11 hours	\$1,463.00
Rental Items:				
Linen and Overlays	\$10.00 per Table		25 tables x \$10.00 per table	\$250.00
Tables with Linens	\$5.00 per Table		10 tables x \$5.00 per table	\$50.00
Tables Skirting	\$5.00 per Table		10 tables x \$5.00 per table	\$50.00
Podium	\$50.00 per		1 podium x \$50.00	\$50.00
Stage	\$25.00 per 4x8 ft panel		6 stage panels x \$25.00 per panel	\$150.00
Grand Ballroom AV package	\$440			\$440.00
Staff:				
Event Staff	\$15.00 per hour		1 staff x \$15.00 hr x 11 hrs	\$165.00
Facility Technician	\$15.00 per hour		1 staff x \$15.00 hr x 6 hrs	\$90.00
Total Estimate				\$2,708.00
Damage Deposit (20% of Facility rental - Refundable)				\$292.60
Fee Waiver Grant				TBD
Total Due 30 Days Prior to Event				\$3,000.60

ITEM 5.B

Fee Waiver Grant Scoring - Period I - 2022/23

Request

Fee Waiver Grant Scoring for Period I - 2022/23:

- VIVA Osceola
- Ride to Defeat ALS
- Back the Blue Basketball Tournament
- Masquerade Ball
- The Runaway Bride 5K
- Orlando Japan Festival
- NCCAA DII Womens Volleyball

Explanation

Recommendation

REQUESTED CITY COMMISSION ACTION:

Department: Parks & Recreation

Presenter:

Attachment(s):

1. VIVA Osceola Binder 1
2. Ride to Defeat ALS Binder
3. Back the Blue BBT Binder 1
4. Helping Hands Binder 1
5. Runaway Bride 5K Binder
6. Orlando Japan Festival Binder
7. NCCAA Womens Volleyball Binder
8. 2022-2023 Fee Grant Spreadsheet - Period I

FEE WAIVER GRANT RANKING FORM

Organization Name: The Osceola Chamber Event Name: VIVA Osceola

Event Date: 10/8/22

Year of fee waiver award: Signature

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	
Has this specific event been produced previously? (10 points)	
What is the uniqueness of the proposed event? (10 points)	
How does the proposed event support the organization's mission and benefit residents? (10 points)	
EVENT REVENUE / ECONOMIC IMPACT	25 POINTS
Will the proposed event impact local businesses? If so, please describe. (15 points)	
Evaluation of itemized event budget submitted by sponsoring organization. (10 points)	
MARKETING	15 POINTS
How does the proposed event benefit the image/reputation of the City? (5 points)	
Evaluation of the marketing plan, including types of advertisement and a timeline provided? (5 points)	
How much money will the sponsoring organization commit towards advertising? (5 points)	
COLLABORATION	10 POINTS
Is the sponsoring organization collaborating with any other non-profit group? (5 points)	
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	

Percentage of Maximum of Award				
PARAB Score (Points)	Year 1	Year 2	Year 3	Year 4
90-100	100	80	60	40
80-89	90	70	50	30
70-79	80	60	40	20
60-69	70	50	30	10
50-59	60	40	20	
40-49	50	30	10	
30-39	40	20		
20-29	30	10		
10-19	20			
0-9	10			

FEE WAIVER GRANT RANKED BY: _____

Fee Waiver Amount Requested: \$3,000

Previous Year's Fee Waiver Award: \$3,000

Fee Waiver Grant Program Request

Requesting Organization Information

Organization Information & Contact *

The Osceola Chamber

Full Legal Name of Organization

John Newstreet

Name of Chief Officer/President

407-847-4434

Telephone Number

407-973-6525

Mobile Number

Organization Address *

1425 E Vine Street

Street Address

Kissimmee

City

FL

State/Region/Province

34744

Postal / Zip Code

United States

Country

Eligibility/Type *

☐ Non-Profit ☐ Government ☒ Agency or Organization in which the City of Kissimmee is a member

If non-profit, you must attach a copy of your organization's valid IRS tax exempt certificate or IRS affirmation letter..

Event Contact Information

Kayla Rogers

Name of Event Contact

Director of Special Events

Title of Event Contact

407-973-6525

Telephone

krogers@theosceolachamber.com

Email

Event Information

Name of Event *

VIVA Osceola

Fee Waiver Grant Program Request

Start Date & Time of Event *

10/08/2022 12:11 PM

MM/dd/yyyy HH:MM AM/PM

End Date & Time of Event *

10/08/2022 12:12 PM

MM/dd/yyyy HH:MM AM/PM

Estimated Number of Attendees *

5,000

Brief Description of Event *

Latin Music Festival

Grant Request Amount *

3000.0

USD

This is the dollar amount of the services you are requesting to be waived by the Fee Grant Waiver Program. The maximum amount you may request is \$3,000.

Event Setup & Strike

Please enter the date and times you wish to setup as well as the date and times you anticipate breaking down.

Event Setup Date & Time *

10/07/2022 01:00 PM

MM/dd/yyyy HH:MM AM/PM

Event Strike Date & Time *

10/08/2022 11:00 PM

MM/dd/yyyy HH:MM AM/PM

Event Logistics

Will your event require outdoor staging? *

☒ Yes ☐ No

Will your event require the rental of the modular stage for Veterans Lawn? *

☐ Yes ☒ No

Will your event require tents? *

☒ Yes ☐ No

Fee Waiver Grant Program Request

Will your event require vehicle access to the park?

☒ Yes ☐ No

Will your event require road closures? *

☐ Yes ☒ No

Will your event require portable restrooms? *

☒ Yes ☐ No

Will your event require utilities? *

☐ No ☒ Power ☐ Water

Will your event hire outside production companies? *

☒ Yes ☐ No

This includes lighting, staging, audio, decor, film, broadcast, etc.

If you are hiring outside production company, provide the name, point of contact, and phone number. *

Art and Sound Entertainment
Gustavo Solar
407-492-8113
gustavo-soler@artandsounds.com

Will your event require the use of additional space? *

☒ Green/Dressing Room	☐ Locker-Room(s)	☐ Reception Area
☐ Autograph Area	☐ Food Prep Area	☐ Dance Floor
☐ Private Meeting Space	☐ Rehearsal Space	☐ None

Fishing Tournament

Is the event a fishing tournament?

☐ Yes ☒ No

Entertainment

Will your event require alcoholic beverages to be dispensed or sold?

☒ Yes ☐ No

Will your event require a DJ?

☒ Yes ☐ No

Fee Waiver Grant Program Request

Does your entertainer have special requirements and/or technical rider?

☒ Yes ☐ No

Will your event have performers?

☒ Yes ☐ No

If you are having performers, please list if they are local, national, or international.

TBD

Audio / Visual

Is this an indoor event?

☐ Yes ☒ No

Promotions

Will your event require banners to be hung? *

☒ Yes ☐ No

At what level will your event be promoted? *

☒ Local ☒ Regional ☐ National

Will the media be invited? *

☒ Yes ☐ No

If the media will be invited, what type of media will be expected? *

Newspaper, Digital, and Radio organizations.

Organizational Structure

These are mandatory questions, but they hold no point value during the evaluation process.

How long has the sponsoring organization been incorporated? *

20+ years

Fee Waiver Grant Program Request

How long has the sponsoring organization physically been in operation? *

97 years

Please provide an organization chart of the Local Organizing Committee and describe how the sponsoring organization recruit volunteers to facilitate the event? *

Kayla Rogers - Director of Special Events
John Newstreet - CEO/President
Cindy Lewis - Executive VP

Organization & Experience (50 Points)

Has the sponsoring organization previously produced an event in Kissimmee? *

☒ Yes ☐ No

If yes, please identify the event(s). *

VIVA Osceola, Three Kings Day, The Chamber Trunk or Treat, Business Under the stars, and more!

Has this specific event been previously produced? *

☒ Yes ☐ No

If so, when and where was the event held? *

The City of Kissimmee Lakefront Park

What is the uniqueness of the proposed event? *

This event is a cultural celebration and will showcase local businesses while providing the community with a fun, safe, environment to embrace heritage.

How does the proposed event support the organization's mission and impact to residents? *

The event is a community staple that celebrates culture and heritage of the Hispanic population in Kissimmee.

Event Revenue & Economic Impact (25 Points)

Fee Waiver Grant Program Request

Will the proposed event impact local businesses? *

☒ Yes ☐ No

Is so, please describe the impact:

It will positively impact business by offering exposure to vendors and driving business into the downtown district.

Please attach your itemized event budget.

 Anticipated_VIVA_Income___Expenses.xlsx

Marketing

How does the proposed event benefit the image or reputation of the City? *

The event will benefit the reputation of the City by illustrating the City's support for our growing Hispanic population.

Please identify all forms of advertisement to be used and provide a timeline for all promotion and advertising. *

Radio, Newspaper, Positively Osceola, Facebook, flyers/posters, and street signage.

How much money will the sponsoring organization commit towards advertising? *

15,000

Collaboration

Is the sponsoring organization collaborating with any other non-profit groups?

☐ Yes ☒ No

Has the sponsoring organization solicited local vendors to support the event?

☒ Yes ☐ No

If so, please identify all vendors that have committed to the event: *

TBD (typically we solicit to local businesses and chamber members)

	Income	Expense
Sponsors	\$ 38,000.00	
Marketing Grant		
Business Vendors Qty 25	\$ 11,100.00	
Food Vendor Qty 7	\$ 3,100.00	
Non-Profit Vendor Qty 9	\$ 1,500.00	
Alcohol Tax		\$ (55.95)
Marketing Entravision		\$ (2,500.00)
Marketing CBS Radio		\$ (2,000.00)
Marketing Orlando Weekly		\$ (3,000.00)
Marketing SnapChat		\$ (50.00)
Marketing Downtown Calendar		\$ (300.00)
Marketing El Osceola Star		\$ (5,500.00)
Marketing iHeart Radio		\$ (3,500.00)
Marketing Outfront Media		\$ (2,000.00)
Marketing Facebook		\$ (1,000.00)
Green Room		\$ (400.00)
Alcohol Permits		\$ (75.00)
Alcohol Cert. for Staff		\$ (63.54)
Sunglasses Giveaway		\$ (277.49)
Smiley Wristbands		\$ (29.61)
Paint for Tent Mapping		\$ (45.41)
Misc Items for		\$ (70.64)
Insurance		\$ (743.06)
Alcohol		\$ (1,432.00)
Acts on Stage Charlie Cruz		\$ (7,025.00)
Acts on Stage Locura en Gaitas		\$ (500.00)
Acts on Stage Group Guanajuanto		\$ (530.00)
Acts on Stage Happy Face		\$ (322.50)
Acts on Stage Ramon		\$ (300.00)
Stage Sound		\$ (5,382.50)
Generator Delievery		\$ (95.00)
Equipment Rentals		\$ (7,997.17)
Extra Barricades		\$ (140.05)
Missing Equipment		\$ (118.09)
Stage		\$ (979.75)
Park Fee		\$ (3,708.00)
Additional Cord Covers		\$ (400.00)

Porto Potties		\$ (1,745.00)
	\$ 53,700.00	\$ (52,285.76)
		\$ 1,414.24



Event Name: VIVA Osceola **Event Date:** October 8, 2022

Administrative Fee:			\$100.00
Facility Fee:			
Veterans Lawn	\$1,295 per day	\$1,295 per day x 1 day	\$1,295.00
Hawn and Osprey Pavilions	Included with Lawn	Included with Lawn	
Rental Items:			
Barricades	\$10.00 each	30 barricades x \$10.00 each	\$300.00
Ez-systems	\$80.00 each	4 Ez-systems x \$80.00 each (2 trash + 2 recycling)	\$320.00
Light Towers	\$100.00 each	2 light towers x \$100.00 each	\$200.00
Utilities-Water & Power	\$25.00 each	Water \$25.00, Power \$25.00	\$50.00
Taxes:		7.5%	EXEMPT
Staff:			
Opening Event Staff (6:30am-3:00pm)	\$15.00 per hour	4 Event Staff x 8 hours x \$15.00 per hour	\$480.00
Closing Event Staff (2:30pm-9:30pm)	\$15.00 per hour	4 Event Staff x 6.5 hours x \$15.00 per hour	\$390.00
Parks Staff (1:00pm-9:30pm)	\$15.00 per hour	3 Parks Staff x 8 hours x \$15.00 per hour	\$360.00
KPD Load-in Officer (7:00am-1:00pm)	\$47.00 per hour	1 Officer x 5 hours x \$50.00 per hour	\$250.00
KPD Event Supervisor (12:00pm-7:00pm)	\$51.00 per hour	1 Supervisor x 7 hours x \$55.00 per hour	\$385.00
KPD Event Officers (12:00pm-7:00pm)	\$47.00 per hour	5 Officers x 7 hours x \$50.00 per hour	\$1,750.00
KFD Inspector (7:00am-11:00am)	\$25.00 per hour	1 Fire Inspector x 4 hours x \$30.00 per hour	\$120.00
EMT (11:00am-6:00pm)	\$60.00 per hour	4 EMT x 7 hours x \$30.00 per hour	\$840.00
Total Estimate			\$6,840.00
Damage Deposit (Refundable)			\$427.00
Fee Waiver			TBD
Total Due 30 Days Prior to Event			

FEE WAIVER GRANT RANKING FORM

Organization Name: The ALS Association Florida Chapter **Event Name:** Ride to Defeat ALS

Event Date: 10/15/22 & 10/16/2022

Year of fee waiver award: 1

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	
Has this specific event been produced previously? (10 points)	
What is the uniqueness of the proposed event? (10 points)	
How does the proposed event support the organization's mission and benefit residents? (10 points)	
EVENT REVENUE / ECONOMIC IMPACT	25 POINTS
Will the proposed event impact local businesses? If so, please describe. (15 points)	
Evaluation of itemized event budget submitted by sponsoring organization. (10 points)	
MARKETING	15 POINTS
How does the proposed event benefit the image/reputation of the City? (5 points)	
Evaluation of the marketing plan, including types of advertisement and a timeline provided? (5 points)	
How much money will the sponsoring organization commit towards advertising? (5 points)	
COLLABORATION	10 POINTS
Is the sponsoring organization collaborating with any other non-profit group? (5 points)	
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	

Percentage of Maximum of Award				
PARAB Score (Points)	Year 1	Year 2	Year 3	Year 4
90-100	100	80	60	40
80-89	90	70	50	30
70-79	80	60	40	20
60-69	70	50	30	10
50-59	60	40	20	
40-49	50	30	10	
30-39	40	20		
20-29	30	10		
10-19	20			
0-9	10			

FEE WAIVER GRANT RANKED BY: _____

Fee Waiver Amount Requested: \$3,000

Previous Year's Fee Waiver Award: N/A

Fee Waiver Grant Program Request

Requesting Organization Information

Organization Information & Contact *

The ALS Association Florida Chapter

Full Legal Name of Organization

Ray Carson

Name of Chief Officer/President

813.637.9000 ext. 105

Telephone Number

813.300.6555

Mobile Number

Organization Address *

3242 Parkside Center Circle

Street Address

Tampa

City

FL

State/Region/Province

33619

Postal / Zip Code

United States

Country

Eligibility/Type *

☒ Non-Profit ☐ Government ☐ Agency or Organization in which the City of Kissimmee is a member

If non-profit, you must attach a copy of your organization's valid IRS tax exempt certificate or IRS affirmation letter..

Please upload you valid IRS Tax Exempt Certificate or an Internal Revenue Service (IRS) Affirmation Letter



Certificate_of_Exemption_6.2021-_6.2026.pdf

Event Contact Information

Anna Atie

Name of Event Contact

Regional Development Manager

Title of Event Contact

305.697.3529

Telephone

aatie@alsafll.org

Email

Event Information

Fee Waiver Grant Program Request

Name of Event *

Ride to Defeat ALS

Start Date & Time of Event *

10/16/2022 07:00 AM

MM/dd/yyyy HH:MM AM/PM

End Date & Time of Event *

10/16/2022 02:00 PM

MM/dd/yyyy HH:MM AM/PM

Estimated Number of Attendees *

200

Brief Description of Event *

Everyone, both inside and outside of Florida, is invited to join us the weekend of October 15th and 16th for a beautiful destination weekend trip in Kissimmee, surrounding the main ALS awareness event - the 2022 Florida Ride to Defeat ALS. Participating in, and fundraising for, the Ride directly supports our care services programs helping people with ALS and their families/caregivers. ALS progressively paralyzes its victims, attacking nerve cells and pathways in the brain or spinal cord, stripping away their ability to walk, ride a bike, talk and eventually breathe. With no known cause or cure, we are rallying statewide support to change that - and offering a great experience in return.

Grant Request Amount *

3000.0

USD

This is the dollar amount of the services you are requesting to be waived by the Fee Grant Waiver Program. The maximum amount you may request is \$3,000.

Event Setup & Strike

Please enter the date and times you wish to setup as well as the date and times you anticipate breaking down.

Event Setup Date & Time *

10/15/2022 12:00 PM

MM/dd/yyyy HH:MM AM/PM

Event Strike Date & Time *

10/16/2022 02:00 PM

MM/dd/yyyy HH:MM AM/PM

Event Logistics

Will your event require outdoor staging? *

☒ Yes ☐ No

Fee Waiver Grant Program Request

Will your event require the rental of the modular stage for Veterans Lawn? *

☒ Yes ☐ No

Will your event require tents? *

☒ Yes ☐ No

Will your event require vehicle access to the park?

☒ Yes ☐ No

Will your event require road closures? *

☐ Yes ☒ No

Will your event require portable restrooms? *

☐ Yes ☒ No

Will your event require utilities? *

☐ No ☒ Power ☐ Water

Will your event hire outside production companies? *

☒ Yes ☐ No

This includes lighting, staging, audio, decor, film, broadcast, etc.

If you are hiring outside production company, provide the name, point of contact, and phone number. *

Leon Fennell
Production Manager
Phone: 407-222-9355
Mobile: 386-341-3940
Email: lfennell@fullcirclepro.com
641 W Fairbanks Avenue Suite 104
Winter Park, FL 32789
www.fullcirclepro.com

Will your event require the use of additional space? *

☐ Green/Dressing Room	☐ Locker-Room(s)	☐ Reception Area
☐ Autograph Area	☐ Food Prep Area	☐ Dance Floor
☐ Private Meeting Space	☐ Rehearsal Space	☒ None

Fishing Tournament

Is the event a fishing tournament?

☐ Yes ☒ No

Fee Waiver Grant Program Request

Entertainment

Will your event require alcoholic beverages to be dispensed or sold?

☐ Yes ☒ No

Will your event require a DJ?

☒ Yes ☐ No

Does your entertainer have special requirements and/or technical rider?

☐ Yes ☒ No

Will your event have performers?

☒ Yes ☐ No

If you are having performers, please list if they are local, national, or international.

local

Audio / Visual

Is this an indoor event?

☐ Yes ☒ No

Promotions

Will your event require banners to be hung? *

☐ Yes ☒ No

At what level will your event be promoted? *

☐ Local ☒ Regional ☐ National

Will the media be invited? *

☒ Yes ☐ No

If the media will be invited, what type of media will be expected? *

Local news stations

Fee Waiver Grant Program Request

Organizational Structure

These are mandatory questions, but they hold no point value during the evaluation process.

How long has the sponsoring organization been incorporated? *

Established in 1987, The ALS Association Florida Chapter is fighting ALS on all fronts, or as we like to say, "Covering all the bases for people living with ALS in Florida." We provide patient programs, advocate on behalf of patients with our government leaders, create awareness of the disease, and fund research. In addition, the Chapter provides financial support to our statewide multidisciplinary ALS clinics and research facilities, enabling them to increase patient care.

How long has the sponsoring organization physically been in operation? *

Established in 1987, The ALS Association Florida Chapter is fighting ALS on all fronts, or as we like to say, "Covering all the bases for people living with ALS in Florida." We provide patient programs, advocate on behalf of patients with our government leaders, create awareness of the disease, and fund research. In addition, the Chapter provides financial support to our statewide multidisciplinary ALS clinics and research facilities, enabling them to increase patient care.

Please provide an organization chart of the Local Organizing Committee and describe how the sponsoring organization recruit volunteers to facilitate the event? *

There is currently no planning committee for the Ride to Defeat ALS. Volunteers will be recruited utilizing last year's top fundraisers and individuals who expressed an interest in determining new cycling routes.

Organization & Experience (50 Points)

Has the sponsoring organization previously produced an event in Kissimmee? *

☒ Yes ☐ No

If yes, please identify the event(s). *

2021 Ride to Defeat ALS on December 4, 2021

Has this specific event been previously produced? *

☒ Yes ☐ No

If so, when and where was the event held? *

Lighthouse Lawn at the Kissimmee Lakefront Park on December 4, 2021

What is the uniqueness of the proposed event? *

This event is unique as it brings together participants from across the state of Florida to enjoy a destination weekend in Kissimmee.

Fee Waiver Grant Program Request

How does the proposed event support the organization's mission and impact to residents? *

Participating in, and fundraising for, the Ride directly supports our care services programs helping people with ALS and their families/caregivers. ALS progressively paralyzes its victims, attacking nerve cells and pathways in the brain or spinal cord, stripping away their ability to walk, ride a bike, talk and eventually breathe. With no known cause or cure, we are rallying statewide support to change that - and offering a great experience in return.

Event Revenue & Economic Impact (25 Points)

Will the proposed event impact local businesses? *

☒ Yes ☐ No

Is so, please describe the impact:

This event will bring tourists to the Kissimmee area. Tourists will spend the weekend in Kissimmee, bringing business to local owners.

Please attach your itemized event budget.

 2022_Ride_to_Defeat_ALS_Estimated_Budget.xlsx

Marketing

How does the proposed event benefit the image or reputation of the City? *

The Ride to Defeat ALS will benefit the City of Kissimmee by showcasing it's support of a local nonprofit, whose mission is to make ALS a livable disease by 2030. The image and reputation of the City of Kissimmee will be elevated as individuals traveling to the area will see that Kissimmee has so much more to offer, than just Disney. Kissimmee will be viewed as a destination for cyclists looking for authentic Florida scenery to enjoy during their ride.

Please identify all forms of advertisement to be used and provide a timeline for all promotion and advertising. *

Advertising will begin on social media, at community events, utilizing local Chambers of Commerce and partnerships with local news stations. Advertising will be heavy during July and August 2022.

How much money will the sponsoring organization commit towards advertising? *

Approximately \$200-\$300 will be used on digital marketing strategies via social media

Collaboration

Is the sponsoring organization collaborating with any other non-profit groups?

☐ Yes ☒ No

Fee Waiver Grant Program Request

Has the sponsoring organization solicited local vendors to support the event?

☐ Yes ☒ No

2022 Ride to Defeat ALS Estimated Budget

Kissimmee Lakefront Park	\$2,200.00
Signage	\$1,053.00
Shirts	\$513.36
Tents & Chairs	\$837.08
Incentive Gifts	\$3,530.00
Kissimmee Police	\$1,000.00
Route marking	\$250.00
DJ	\$400.00
Catering	\$2,633.99
Stage & Production	\$3,900.00
Bike Sag	\$300.00

Total	\$16,617.43
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Consumer's Certificate of Exemption

Issued Pursuant to Chapter 212, Florida Statutes

DR-14
R. 01/18

85-8012699393C-1	06/30/2021	06/30/2026	501(C)(3) ORGANIZATION
Certificate Number	Effective Date	Expiration Date	Exemption Category

This certifies that

AMYOTROPHIC LATERAL SCLEROSIS ASSOCIATIO
3242 PARKSIDE CENTER CIR
TAMPA FL 33619-0907

is exempt from the payment of Florida sales and use tax on real property rented, transient rental property rented, tangible personal property purchased or rented, or services purchased.



Important Information for Exempt Organizations

DR-14
R. 01/18

1. You must provide all vendors and suppliers with an exemption certificate before making tax-exempt purchases. See Rule 12A-1.038, Florida Administrative Code (F.A.C.).
2. Your *Consumer's Certificate of Exemption* is to be used solely by your organization for your organization's customary nonprofit activities.
3. Purchases made by an individual on behalf of the organization are taxable, even if the individual will be reimbursed by the organization.
4. This exemption applies only to purchases your organization makes. The sale or lease to others of tangible personal property, sleeping accommodations, or other real property is taxable. Your organization must register, and collect and remit sales and use tax on such taxable transactions. Note: Churches are exempt from this requirement except when they are the lessor of real property (Rule 12A-1.070, F.A.C.).
5. It is a criminal offense to fraudulently present this certificate to evade the payment of sales tax. Under no circumstances should this certificate be used for the personal benefit of any individual. Violators will be liable for payment of the sales tax plus a penalty of 200% of the tax, and may be subject to conviction of a third-degree felony. Any violation will require the revocation of this certificate.
6. If you have questions about your exemption certificate, please call Taxpayer Services at 850-488-6800. The mailing address is PO Box 6480, Tallahassee, FL 32314-6480.



Organization: ALS Association Florida Chapter **Event:** Florida Statewide Ride to Defeat ALS **Date:** October 16, 2022

Facility Fee:				
Lighthouse Lawn	\$700.00 per day			\$700.00
Rental Items:				
Taxes:			7.5%	EXEMPT
Staff:				
Event Staff (6:00 a.m. - 2:00 p.m.)	\$15.00 per hour		2 Event Staff x 8 hours each x \$15.00 per hour	\$240.00
Kissimmee Fire Department- EMS Unit	\$30.00 per hour		2 EMS Staff x 8 hours x \$30.00 per hour	\$480.00
Total Estimate				\$1,420.00
Damage Deposit (Refundable)				\$140.00
Fee Waiver Grant				TBD
Total Due 30 Days Before Event				\$1,560.00

FEE WAIVER GRANT RANKING FORM

Organization Name: The Mercy Foundation **Event Name:** Back the Blue Basketball Tournament

Event Date: 10/23/22

Year of fee waiver award: 1

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	
Has this specific event been produced previously? (10 points)	
What is the uniqueness of the proposed event? (10 points)	
How does the proposed event support the organization's mission and benefit residents? (10 points)	
EVENT REVENUE / ECONOMIC IMPACT	25 POINTS
Will the proposed event impact local businesses? If so, please describe. (15 points)	
Evaluation of itemized event budget submitted by sponsoring organization. (10 points)	
MARKETING	15 POINTS
How does the proposed event benefit the image/reputation of the City? (5 points)	
Evaluation of the marketing plan, including types of advertisement and a timeline provided? (5 points)	
How much money will the sponsoring organization commit towards advertising? (5 points)	
COLLABORATION	10 POINTS
Is the sponsoring organization collaborating with any other non-profit group? (5 points)	
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	

Percentage of Maximum of Award				
PARAB Score (Points)	Year 1	Year 2	Year 3	Year 4
90-100	100	80	60	40
80-89	90	70	50	30
70-79	80	60	40	20
60-69	70	50	30	10
50-59	60	40	20	
40-49	50	30	10	
30-39	40	20		
20-29	30	10		
10-19	20			
0-9	10			

FEE WAIVER GRANT RANKED BY: _____

Fee Waiver Amount Requested: \$2,347

Previous Year's Fee Waiver Award: N/A

Fee Waiver Grant Program Request

Requesting Organization Information

Organization Information & Contact *

The Mercy Foundation, Inc.

Full Legal Name of Organization

Abdul Patel

Name of Chief Officer/President

4079227141

Telephone Number

4079227141

Mobile Number

Organization Address *

113 N Dillingham Ave

Street Address

Kissimmee

City

Florida

State/Region/Province

34741

Postal / Zip Code

United States

Country

Eligibility/Type *

☒ Non-Profit ☐ Government ☐ Agency or Organization in which the City of Kissimmee is a member

If non-profit, you must attach a copy of your organization's valid IRS tax exempt certificate or IRS affirmation letter..

Please upload you valid IRS Tax Exempt Certificate or an Internal Revenue Service (IRS) Affirmation Letter

 mercy_tax_exempt.pdf

Event Contact Information

Amanda Harris

Name of Event Contact

Executive Assistant

Title of Event Contact

3213436344

Telephone

amanda@mercyfoundationusa.org

Email

Event Information

Fee Waiver Grant Program Request

Name of Event *

Back the Blue Basketball Tournament

Start Date & Time of Event *

10/23/2022 08:00 AM

MM/dd/yyyy HH:MM AM/PM

End Date & Time of Event *

10/23/2022 12:00 AM

MM/dd/yyyy HH:MM AM/PM

Estimated Number of Attendees *

1500

Brief Description of Event *

We will be hosting a 3 v 3 basketball tournament to bring together local law enforcement and the community they serve.

Grant Request Amount *

2347.0

USD

This is the dollar amount of the services you are requesting to be waived by the Fee Grant Waiver Program. The maximum amount you may request is \$3,000.

Event Setup & Strike

Please enter the date and times you wish to setup as well as the date and times you anticipate breaking down.

Event Setup Date & Time *

10/23/2022 11:30 AM

MM/dd/yyyy HH:MM AM/PM

Event Strike Date & Time *

10/23/2022 06:00 PM

MM/dd/yyyy HH:MM AM/PM

Event Logistics

Will your event require outdoor staging? *

☐ Yes ☒ No

Will your event require the rental of the modular stage for Veterans Lawn? *

☐ Yes ☒ No

Fee Waiver Grant Program Request

Will your event require tents? *

☐ Yes ☒ No

Will your event require vehicle access to the park?

☐ Yes ☒ No

Will your event require road closures? *

☐ Yes ☒ No

Will your event require portable restrooms? *

☐ Yes ☒ No

Will your event require utilities? *

☐ No ☒ Power ☐ Water

Will your event hire outside production companies? *

☐ Yes ☒ No

This includes lighting, staging, audio, decor, film, broadcast, etc.

Will your event require the use of additional space? *

☐ Green/Dressing Room	☐ Locker-Room(s)	☒ Reception Area
☐ Autograph Area	☐ Food Prep Area	☐ Dance Floor
☐ Private Meeting Space	☐ Rehearsal Space	☐ None

Fishing Tournament

Is the event a fishing tournament?

☐ Yes ☒ No

Entertainment

Will your event require alcoholic beverages to be dispensed or sold?

☐ Yes ☒ No

Will your event require a DJ?

☐ Yes ☒ No

Does your entertainer have special requirements and/or technical rider?

☐ Yes ☒ No

Fee Waiver Grant Program Request

Will your event have performers?

☐ Yes ☒ No

Audio / Visual

Is this an indoor event?

☒ Yes ☐ No

Will your event require the rental of audio equipment?

☐ Yes ☒ No

Will your event require the rental of any additional audio equipment?

☐ Podium ☐ Easels ☐ Projector & Screen
☐ TV/VCR/DVD Player ☒ Microphones ☐ Extension Cords/Power Strips
☐ None

Promotions

Will your event require banners to be hung? *

☒ Yes ☐ No

At what level will your event be promoted? *

☒ Local ☐ Regional ☐ National

Will the media be invited? *

☒ Yes ☐ No

If the media will be invited, what type of media will be expected? *

Osceola News Gazette, Positively Osceola, News Channel 13

Organizational Structure

These are mandatory questions, but they hold no point value during the evaluation process.

How long has the sponsoring organization been incorporated? *

Mercy Foundation was formally formed in 2018.

Fee Waiver Grant Program Request

How long has the sponsoring organization physically been in operation? *

Mercy Foundation's founder, Dr. Patel, has been working to make our community better for the past 20+ years but did not form the foundation until 2018.

Please provide an organization chart of the Local Organizing Committee and describe how the sponsoring organization recruit volunteers to facilitate the event? *

We recruit volunteers through local High Schools, LEADS Groups, and Business Partners.

Organization & Experience (50 Points)

Has the sponsoring organization previously produced an event in Kissimmee? *

☒ Yes ☐ No

If yes, please identify the event(s). *

We have had our Awards Banquet in Kissimmee, at the Civic Center. We have given out turkeys and host food drives each month in Kissimmee, at McLaren Circle. Mercy Foundation distributed backpacks and food at Osceola Heritage Park in 2021. We have held Health Fairs and distributed backpacks, turkeys and other food at the Marydia Community Center. We have distributed backpacks and food at Archie Gordon Memorial Park.

Has this specific event been previously produced? *

☒ Yes ☐ No

If so, when and where was the event held? *

Back the Blue 3 v 3 Basketball Tournament was held at the Kissimmee Civic Center on October 24, 2021.

What is the uniqueness of the proposed event? *

We aim to bring together local law enforcement and the community in a fun and exciting way. We feel as though this event helps the community see law enforcement as people, rather than uniforms.

How does the proposed event support the organization's mission and impact to residents? *

We aim to build our community's capacity for compassion through service projects. Mercy Foundation feels as though we are doing just that by humanizing law enforcement to a community that may not see them in the way that we do.

Event Revenue & Economic Impact (25 Points)

Fee Waiver Grant Program Request

Will the proposed event impact local businesses? *

☒ Yes ☐ No

Is so, please describe the impact:

We plan to have at least one food truck at the event, which will help them bring in revenue. We will also be purchasing t-shirts from a local vendor, to sell at the tournament.

Please attach your itemized event budget.

 BTB_2022_Budget_-_Proposed_Budget__2_.pdf

Marketing

How does the proposed event benefit the image or reputation of the City? *

It shows that the City, local law enforcement agencies (including those outside of the City), and local businesses can come together for a common goal - to help the community.

Please identify all forms of advertisement to be used and provide a timeline for all promotion and advertising. *

Osceola News Gazette - we will run an advertisement
Facebook - we will do paid advertisements
Orlando Sentinel - we will add our event to their events calendar

How much money will the sponsoring organization commit towards advertising? *

We plan to commit \$300 towards advertising.

Collaboration

Is the sponsoring organization collaborating with any other non-profit groups?

☐ Yes ☒ No

Has the sponsoring organization solicited local vendors to support the event?

☐ Yes ☒ No



Consumer's Certificate of Exemption

Issued Pursuant to Chapter 212, Florida Statutes

DR-14
R. 01/18

85-8018071363C-4	05/18/2020	05/31/2025	501(C)(3) ORGANIZATION
Certificate Number	Effective Date	Expiration Date	Exemption Category

This certifies that

THE MERCY FOUNDATION INC
2424 N CENTRAL AVE
KISSIMMEE FL 34741-2337

is exempt from the payment of Florida sales and use tax on real property rented, transient rental property rented, tangible personal property purchased or rented, or services purchased.



Important Information for Exempt Organizations

DR-14
R. 01/18

1. You must provide all vendors and suppliers with an exemption certificate before making tax-exempt purchases. See Rule 12A-1.038, Florida Administrative Code (F.A.C.).
2. Your *Consumer's Certificate of Exemption* is to be used solely by your organization for your organization's customary nonprofit activities.
3. Purchases made by an individual on behalf of the organization are taxable, even if the individual will be reimbursed by the organization.
4. This exemption applies only to purchases your organization makes. The sale or lease to others of tangible personal property, sleeping accommodations, or other real property is taxable. Your organization must register, and collect and remit sales and use tax on such taxable transactions. Note: Churches are exempt from this requirement except when they are the lessor of real property (Rule 12A-1.070, F.A.C.).
5. It is a criminal offense to fraudulently present this certificate to evade the payment of sales tax. Under no circumstances should this certificate be used for the personal benefit of any individual. Violators will be liable for payment of the sales tax plus a penalty of 200% of the tax, and may be subject to conviction of a third-degree felony. Any violation will require the revocation of this certificate.
6. If you have questions about your exemption certificate, please call Taxpayer Services at 850-488-6800. The mailing address is PO Box 6480, Tallahassee, FL 32314-6480.



Event: Mercy Foundation-2022 Back the Blue Basketball Tournament **Date:** October 23, 2022

Civic Arena	\$1,610.00 per day	\$1,610.00 per day x 1 day	\$1,610.00
Rental Items:			
Wireless Microphone			\$25.00
Taxes:		7.5%	EXEMPT
Staff:			
Crowd Management (1:00 p.m. - 7:00 p.m.)	\$15.00 per hour	2 Crowd Mgmt. x \$15.00 per hour x 6 hours each	\$180.00
Custodian (1:00 p.m.-8:00 p.m.)	\$15.00 per hour	2 Custodian x \$15.00 per hour x 7 hours	\$210.00
Total Estimate Before Deposit			\$2,025.00
Damage Deposit (Refundable)		20%	\$322.00
Fee Waiver Amount			TBD
Total Due 30 Days Prior to Event			

FEE WAIVER GRANT RANKING FORM

Organization Name: Helping Hands **Event Name:** Masquerade Benefit Ball

Event Date: 10/29/22

Year of fee waiver award: 2

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	
Has this specific event been produced previously? (10 points)	
What is the uniqueness of the proposed event? (10 points)	
How does the proposed event support the organization's mission and benefit residents? (10 points)	
EVENT REVENUE / ECONOMIC IMPACT	25 POINTS
Will the proposed event impact local businesses? If so, please describe. (15 points)	
Evaluation of itemized event budget submitted by sponsoring organization. (10 points)	
MARKETING	15 POINTS
How does the proposed event benefit the image/reputation of the City? (5 points)	
Evaluation of the marketing plan, including types of advertisement and a timeline provided? (5 points)	
How much money will the sponsoring organization commit towards advertising? (5 points)	
COLLABORATION	10 POINTS
Is the sponsoring organization collaborating with any other non-profit group? (5 points)	
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	

Percentage of Maximum of Award				
PARAB Score (Points)	Year 1	Year 2	Year 3	Year 4
90-100	100	80	60	40
80-89	90	70	50	30
70-79	80	60	40	20
60-69	70	50	30	10
50-59	60	40	20	
40-49	50	30	10	
30-39	40	20		
20-29	30	10		
10-19	20			
0-9	10			

FEE WAIVER GRANT RANKED BY: _____

Fee Waiver Amount Requested: \$3,000

Previous Year's Fee Waiver Award: \$2,000

Fee Waiver Grant Program Request

Requesting Organization Information

Organization Information & Contact *

Helping Hand inc

Full Legal Name of Organization

Elizabeth Spirito

Name of Chief Officer/President

407-230-5746

Telephone Number

407-230-5746

Mobile Number

Organization Address *

12281 Sumter Drive

Street Address

Orlando

City

FL

State/Region/Province

32824

Postal / Zip Code

United States

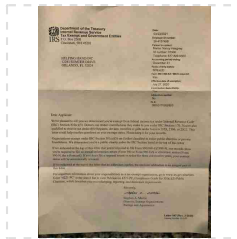
Country

Eligibility/Type *

☒ Non-Profit ☐ Government ☐ Agency or Organization in which the City of Kissimmee is a member

If non-profit, you must attach a copy of your organization's valid IRS tax exempt certificate or IRS affirmation letter..

Please upload you valid IRS Tax Exempt Certificate or an Internal Revenue Service (IRS) Affirmation Letter



IRS_APPROVAL.jpg

Event Contact Information

Elizabeth Spirito

Name of Event Contact

President

Title of Event Contact

407-230-5746

Telephone

Elizabeth4hhco@gmail.com

Email

Fee Waiver Grant Program Request

Event Information

Name of Event *

Masquerade Benefit Ball

Start Date & Time of Event *

10/29/2022 01:51 PM

MM/dd/yyyy HH:MM AM/PM

End Date & Time of Event *

04/29/2022 01:51 PM

MM/dd/yyyy HH:MM AM/PM

Estimated Number of Attendees *

200

Brief Description of Event *

This is our annual benefit for our local HYTOP Homeless Youth Transition Outreach Program where we are raising funds to rescue 18-24 yo homeless youth from our streets and woods!

Grant Request Amount *

3000.0

USD

This is the dollar amount of the services you are requesting to be waived by the Fee Grant Waiver Program. The maximum amount you may request is \$3,000.

Event Setup & Strike

Please enter the date and times you wish to setup as well as the date and times you anticipate breaking down.

Event Setup Date & Time *

04/29/2022 01:00 PM

MM/dd/yyyy HH:MM AM/PM

Event Strike Date & Time *

10/29/2022 11:00 AM

MM/dd/yyyy HH:MM AM/PM

Event Logistics

Will your event require outdoor staging? *

☐ Yes ☒ No

Fee Waiver Grant Program Request

Will your event require the rental of the modular stage for Veterans Lawn? *

☐ Yes ☒ No

Will your event require tents? *

☐ Yes ☒ No

Will your event require vehicle access to the park?

☐ Yes ☒ No

Will your event require road closures? *

☐ Yes ☒ No

Will your event require portable restrooms? *

☐ Yes ☒ No

Will your event require utilities? *

☐ No ☒ Power ☒ Water

Will your event hire outside production companies? *

☐ Yes ☒ No

This includes lighting, staging, audio, decor, film, broadcast, etc.

Will your event require the use of additional space? *

☐ Green/Dressing Room	☐ Locker-Room(s)	☒ Reception Area
☐ Autograph Area	☒ Food Prep Area	☒ Dance Floor
☐ Private Meeting Space	☐ Rehearsal Space	☐ None

Fishing Tournament

Is the event a fishing tournament?

☐ Yes ☒ No

Entertainment

Will your event require alcoholic beverages to be dispensed or sold?

☒ Yes ☐ No

Will your event require a DJ?

☒ Yes ☐ No

Fee Waiver Grant Program Request

Does your entertainer have special requirements and/or technical rider?

☐ Yes ☒ No

Will your event have performers?

☒ Yes ☐ No

If you are having performers, please list if they are local, national, or international.

ALL LOCAL VENDORS AND ENTERTAINERS

Audio / Visual

Is this an indoor event?

☒ Yes ☐ No

Will your event require the rental of audio equipment?

☒ Yes ☐ No

Will your event require the rental of any additional audio equipment?

☒ Podium

☐ Easels

☒ Projector & Screen

☐ TV/VCR/DVD Player

☒ Microphones

☐ Extension Cords/Power Strips

☐ None

Promotions

Will your event require banners to be hung? *

☐ Yes ☒ No

At what level will your event be promoted? *

☒ Local ☐ Regional ☐ National

Will the media be invited? *

☐ Yes ☒ No

If the media will be invited, what type of media will be expected? *

no

Fee Waiver Grant Program Request

Organizational Structure

These are mandatory questions, but they hold no point value during the evaluation process.

How long has the sponsoring organization been incorporated? *

2 YEARS INCORPORATED

How long has the sponsoring organization physically been in operation? *

SINCE 2011

Please provide an organization chart of the Local Organizing Committee and describe how the sponsoring organization recruit volunteers to facilitate the event? *

Fundraising Director - Rosanna Tran
Community Director - Jennifer Rocco
Events Coordinator - Jamie Rogers
Board of Directors - Alycia Barnard & Tom Lord
22 volunteers

Organization & Experience (50 Points)

Has the sponsoring organization previously produced an event in Kissimmee? *

☒ Yes ☐ No

If yes, please identify the event(s). *

Masquerade Benefit Ball 2021

Has this specific event been previously produced? *

☐ Yes ☒ No

What is the uniqueness of the proposed event? *

We are the only non profit that has consistently supported our local foster kids with amazing events 4x a year!

How does the proposed event support the organization's mission and impact to residents? *

The impact is AMAZING! We want to take those 18-24 young homeless lost kids off our streets and those living in the woods and transition them into becoming productive members of our society and not be a burden.

Fee Waiver Grant Program Request

Event Revenue & Economic Impact (25 Points)

Will the proposed event impact local businesses? *

☒ Yes ☐ No

If so, please describe the impact:

the homeless will no longer be a burden to the business

Please attach your itemized event budget.

 Budget_-_Masquerade_2022.docx

Marketing

How does the proposed event benefit the image or reputation of the City? *

Most of our guests own or operate their business in Kissimmee

Please identify all forms of advertisement to be used and provide a timeline for all promotion and advertising. *

All social media
local business flyers

How much money will the sponsoring organization commit towards advertising? *

\$250

Collaboration

Is the sponsoring organization collaborating with any other non-profit groups?

☒ Yes ☐ No

If so, please state the commitment of all other groups: *

Help against Hunger East Osceola

Fee Waiver Grant Program Request

Has the sponsoring organization solicited local vendors to support the event?

☒ Yes ☐ No

If so, please identify all vendors that have committed to the event: *

Heavenly Tasties
Publix

3rd ANNUAL MASQUERADE BALL

ITEMIZED BUDGET

VENUE EXPENSES:

- **Inside Venue cost for 200+ - \$2500**
 - Tables/Chairs/Linen
 - Podium
 - Stage/Mics
 - Audio/Video
 - Dance Floor
 - Registration Area
 - Silent Auction Area
 - Bar Area



Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
P.O. Box 2508
Cincinnati, OH 45201

HELPING HAND INC
12281 SUMTER DRIVE
ORLANDO, FL 32824

Date: 03/23/2021
Employer ID number: 38-4157458
Person to contact: Name: Nancy Heagney
ID number: 31306
Telephone: 877-829-5500
Accounting period ending: December 31
Public charity status: 509(a)(2)
Form 990 / 990-EZ / 990-N required: Yes
Effective date of exemption: July 27, 2020
Contribution deductibility: Yes
Addendum applies: No
DLN: 26053710002820

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

Letter 947 (Rev. 2-2020)
Catalog Number 35152P



Organization: Helping Hands **Event:** Masquerade Ball **Date:** TBD

Facility Fee:				
Civic Center Grand Ballrooms	\$133 per hour		\$133.00 x 10 hours	\$1,330.00
Rental Items:				
Linen and Overlays	\$10.00 per Table		25 tables x \$10.00 per table	\$250.00
Tables with Linens	\$5.00 per Table		10 tables x \$5.00 per table	\$50.00
Tables Skirting	\$5.00 per Table		10 tables x \$5.00 per table	\$50.00
Podium	\$50.00 per		1 podium x \$50.00	\$50.00
Stage	\$25.00 per 4x8 ft panel		6 stage panels x \$25.00 per panel	\$150.00
Grand Ballroom AV package	\$440			\$440.00
Staff:				
Event Staff	\$15.00 per hour		1 staff x \$15.00 hr x 10 hrs	\$150.00
Facility Technician	\$15.00 per hour		1 staff x \$15.00 hr x 6 hrs	\$90.00
Total Estimate				\$2,560.00
Damage Deposit (20% of Facility rental - Refundable)				\$266.00
Fee Waiver Grant				TBD
Total Due 30 Days Prior to Event				\$2,826.00

FEE WAIVER GRANT RANKING FORM

Organization Name: Candyland Designs **Event Name:** The Runaway Bride 5K

Event Date: 11/5/22

Year of fee waiver award: 1

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	
Has this specific event been produced previously? (10 points)	
What is the uniqueness of the proposed event? (10 points)	
How does the proposed event support the organization's mission and benefit residents? (10 points)	
EVENT REVENUE / ECONOMIC IMPACT	25 POINTS
Will the proposed event impact local businesses? If so, please describe. (15 points)	
Evaluation of itemized event budget submitted by sponsoring organization. (10 points)	
MARKETING	15 POINTS
How does the proposed event benefit the image/reputation of the City? (5 points)	
Evaluation of the marketing plan, including types of advertisement and a timeline provided? (5 points)	
How much money will the sponsoring organization commit towards advertising? (5 points)	
COLLABORATION	10 POINTS
Is the sponsoring organization collaborating with any other non-profit group? (5 points)	
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	

Percentage of Maximum of Award				
PARAB Score (Points)	Year 1	Year 2	Year 3	Year 4
90-100	100	80	60	40
80-89	90	70	50	30
70-79	80	60	40	20
60-69	70	50	30	10
50-59	60	40	20	
40-49	50	30	10	
30-39	40	20		
20-29	30	10		
10-19	20			
0-9	10			

FEE WAIVER GRANT RANKED BY: _____

Fee Waiver Amount Requested: \$3,000

Previous Year's Fee Waiver Award: N/A

Fee Waiver Grant Program Request

Requesting Organization Information

Organization Information & Contact *

Candyland Designs

Full Legal Name of Organization

Leia Perez

Name of Chief Officer/President

407-906-5582

Telephone Number

321-746-3933

Mobile Number

Organization Address *

28 BROADWAY, STE 215

Street Address

KISSIMMEE

City

FL

State/Region/Province

34741

Postal / Zip Code

United States

Country

Eligibility/Type *

☒ Non-Profit ☐ Government ☐ Agency or Organization in which the City of Kissimmee is a member

If non-profit, you must attach a copy of your organization's valid IRS tax exempt certificate or IRS affirmation letter..

Please upload you valid IRS Tax Exempt Certificate or an Internal Revenue Service (IRS) Affirmation Letter



certificate_of_exemption.pdf



Nonprofit_status.pdf

Event Contact Information

LEIA PEREZ

Name of Event Contact

FOUNDER

Title of Event Contact

407-906-5582

Telephone

CANDYLANDDESIGNSCO@GMAIL.COM

Email

Event Information

Fee Waiver Grant Program Request

Name of Event *

THE RUNAWAY BRIDE 5K

Start Date & Time of Event *

11/05/2022 11:00 AM

MM/dd/yyyy HH:MM AM/PM

End Date & Time of Event *

11/05/2022 02:00 PM

MM/dd/yyyy HH:MM AM/PM

Estimated Number of Attendees *

150

Brief Description of Event *

Brides and bridesmaids from all over the Central Florida area will be jogging together through a 5k entertaining wedding-related activities course and enjoy a preferred vendor bridal show at the finish line. Proceeds will be donated to Wedding Wish By Candyland Designs (A 501(C)3 Organization) Partners With Generous Local And National Wedding Industry Professionals, Corporate Sponsors And Volunteers To Grant Weddings To Deserving Couples Facing Life-Altering Health Circumstances So That They May Have A Truly Memorable Celebration Of Their Love.

Grant Request Amount *

3000.0

USD

This is the dollar amount of the services you are requesting to be waived by the Fee Grant Waiver Program. The maximum amount you may request is \$3,000.

Event Setup & Strike

Please enter the date and times you wish to setup as well as the date and times you anticipate breaking down.

Event Setup Date & Time *

11/05/2022 08:00 AM

MM/dd/yyyy HH:MM AM/PM

Event Strike Date & Time *

11/05/2022 02:00 PM

MM/dd/yyyy HH:MM AM/PM

Event Logistics

Will your event require outdoor staging? *

☐ Yes ☒ No

Fee Waiver Grant Program Request

Will your event require the rental of the modular stage for Veterans Lawn? *

☐ Yes ☒ No

Will your event require tents? *

☐ Yes ☒ No

Will your event require vehicle access to the park?

☐ Yes ☒ No

Will your event require road closures? *

☐ Yes ☒ No

Will your event require portable restrooms? *

☐ Yes ☒ No

Will your event require utilities? *

☐ No ☒ Power ☐ Water

Will your event hire outside production companies? *

☐ Yes ☒ No

This includes lighting, staging, audio, decor, film, broadcast, etc.

Will your event require the use of additional space? *

☐ Green/Dressing Room	☐ Locker-Room(s)	☐ Reception Area
☐ Autograph Area	☐ Food Prep Area	☐ Dance Floor
☐ Private Meeting Space	☐ Rehearsal Space	☒ None

Fishing Tournament

Is the event a fishing tournament?

☐ Yes ☒ No

Entertainment

Will your event require alcoholic beverages to be dispensed or sold?

☐ Yes ☒ No

Will your event require a DJ?

☒ Yes ☐ No

Fee Waiver Grant Program Request

Does your entertainer have special requirements and/or technical rider?

☐ Yes ☒ No

Will your event have performers?

☒ Yes ☐ No

If you are having performers, please list if they are local, national, or international.

local

Audio / Visual

Is this an indoor event?

☐ Yes ☒ No

Promotions

Will your event require banners to be hung? *

☒ Yes ☐ No

At what level will your event be promoted? *

☒ Local ☐ Regional ☐ National

Will the media be invited? *

☒ Yes ☐ No

If the media will be invited, what type of media will be expected? *

none expected, just a hopeful invitation extended

Organizational Structure

These are mandatory questions, but they hold no point value during the evaluation process.

How long has the sponsoring organization been incorporated? *

3 years

Fee Waiver Grant Program Request

How long has the sponsoring organization physically been in operation? *

3 years

Please provide an organization chart of the Local Organizing Committee and describe how the sponsoring organization recruit volunteers to facilitate the event? *

BOARD OF DIRECTORS -> MARKETING DIRECTOR -> VOLUNTEERS
BOARD OF DIRECTORS -> EVENT DIRECTOR -> VOLUNTEERS
BOARD OF DIRECTORS -> VOLUNTEER COORDINATOR -> VOLUNTEERS
COMBINATION OF SOCIAL MEDIA AND VOLUNTEERSIGNUP.ORG ARE USED TO RECRUIT VOLUNTEERS

Organization & Experience (50 Points)

Has the sponsoring organization previously produced an event in Kissimmee? *

☒ Yes ☐ No

If yes, please identify the event(s). *

ANNUAL KIDS CUPCAKE COMPETITION

Has this specific event been previously produced? *

☐ Yes ☒ No

What is the uniqueness of the proposed event? *

BRIDAL 5K WITH PARTICIPANTS RUNNING IN WEDDING DRESSES!

How does the proposed event support the organization's mission and impact to residents? *

THIS EVENT WILL BRING MORE AWARENESS TO THE WEDDING WISH CHARITY BY CANDYLAND DESIGNS AND ALLOW FOR THE ORGANIZATION TO BE ABLE TO AFFORD TO ONBOARD MENTAL HEALTH ADVOCATES FOR THE PROGRAM.

Event Revenue & Economic Impact (25 Points)

Will the proposed event impact local businesses? *

☒ Yes ☐ No

Fee Waiver Grant Program Request

Is so, please describe the impact:

We intend to put together a Downtown Kissimmee Wedding Guide to include local businesses like the Gown Rental Shop, Venues, Caterers, Cake Shops, Salons, Dance Classes, Photographers, Jewelers, etc.

Please attach your itemized event budget.

 5K_BUDGET.pdf

Marketing

How does the proposed event benefit the image or reputation of the City? *

The health benefits of running in races is well-known for the runners involved — but the impact goes well beyond just the participant, reaching into the community they descend upon on race day as well as the days leading up to the event. Participants and spectators who come to cheer on their favorite runners venture into the town and they'll either eat or shop at local stores and in this case check out our wedding industry businesses. It's a great way to highlight the town, especially since we're hoping the race ends up on the news.

Please identify all forms of advertisement to be used and provide a timeline for all promotion and advertising. *

1. SOCIAL MEDIA ADS
2. PROMO CARDS
3. EVENT PLATFORMS
4. LOCAL BUSINESSES
5. EMAIL BLAST
6. PRESS RELEASE
7. VALPAK INSERT

How much money will the sponsoring organization commit towards advertising? *

\$3500

Collaboration

Is the sponsoring organization collaborating with any other non-profit groups?

☒ Yes ☐ No

If so, please state the commitment of all other groups: *

Wedding Wish, Infinites Wishes & No Limit Health & Education

Has the sponsoring organization solicited local vendors to support the event?

☒ Yes ☐ No

Fee Waiver Grant Program Request

If so, please identify all vendors that have committed to the event: *

Maria de Pilar Bridal, Candyland Designs, Robert Anthony Florist, Spice House Catering, One Stop Hair Salon,

THE RUNAWAY BRIDE - 5K FUN RUN & FUNDRAISER

EVENT BUDGET

REVENUES	NO.	PRICE	EST.	ACTUAL
RUNNERS AT FULL PRICE	100	\$ 25	\$ 2,500	
RUNNERS AT STUDENT PRICES	25	\$ 20	\$ 500	
RUNNERS AT KIDS PRICE	25	\$ 13	\$ 313	
SPONSORSHIP	1	\$ 1,000	\$ 1,000	
VENDORS	10	\$ 100	\$ 1,000	
GEAR SALES	25	\$ 20	\$ 500	
TOTAL REVENUES			\$ 5,813	

EXPENSES	NO.	PRICE	EST.	ACTUAL
LOCATION & PERMITS	1		850	
POLICE	8		960	
EVENT INSURANCE	1		150	
ADVERTISING			500	
COURSE SETUP MATERIALS			200	
GEAR COST	25		250	
AWARDS COST	150		550	
TOTAL EXPENSES			3460	

PROFIT			\$ 2,353	
---------------	--	--	-----------------	--



Consumer's Certificate of Exemption

Issued Pursuant to Chapter 212, Florida Statutes

DR-14
R. 01/18

85-8018008884C-0	03/18/2020	03/31/2025	501(C)(3) ORGANIZATION
Certificate Number	Effective Date	Expiration Date	Exemption Category

This certifies that

CANDYLAND DESIGNS
24 BROADWAY STE B
KISSIMMEE FL 34741-5746

is exempt from the payment of Florida sales and use tax on real property rented, transient rental property rented, tangible personal property purchased or rented, or services purchased.



Important Information for Exempt Organizations

DR-14
R. 01/18

1. You must provide all vendors and suppliers with an exemption certificate before making tax-exempt purchases. See Rule 12A-1.038, Florida Administrative Code (F.A.C.).
2. Your *Consumer's Certificate of Exemption* is to be used solely by your organization for your organization's customary nonprofit activities.
3. Purchases made by an individual on behalf of the organization are taxable, even if the individual will be reimbursed by the organization.
4. This exemption applies only to purchases your organization makes. The sale or lease to others of tangible personal property, sleeping accommodations, or other real property is taxable. Your organization must register, and collect and remit sales and use tax on such taxable transactions. Note: Churches are exempt from this requirement except when they are the lessor of real property (Rule 12A-1.070, F.A.C.).
5. It is a criminal offense to fraudulently present this certificate to evade the payment of sales tax. Under no circumstances should this certificate be used for the personal benefit of any individual. Violators will be liable for payment of the sales tax plus a penalty of 200% of the tax, and may be subject to conviction of a third-degree felony. Any violation will require the revocation of this certificate.
6. If you have questions about your exemption certificate, please call Taxpayer Services at 850-488-6800. The mailing address is PO Box 6480, Tallahassee, FL 32314-6480.

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date:

SEP 05 2018

CANDYLAND DESIGNS
103A BROADWAY AVE
KISSIMMEE, FL 34741-0000

Employer Identification Number:
83-1706530

DLN:
26053641003228

Contact Person:
CUSTOMER SERVICE ID# 31954

Contact Telephone Number:
(877) 829-5500

Accounting Period Ending:
December 31

Public Charity Status:
509(a)(2)

Form 990/990-EZ/990-N Required:
Yes

Effective Date of Exemption:
August 01, 2018

Contribution Deductibility:
Yes

Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

CANDYLAND DESIGNS

Sincerely,

Stephen A. Martin

Director, Exempt Organizations
Rulings and Agreements

Letter 947



Organization: Candy Land Designs **Event:** Runaway Bride 5k **Date:** November 5, 2022

Administrative Fee:				\$100.00
Facility Fee:				
Lighthouse Lawn	\$700 per day		Non-Profit Organization Rate	\$700.00
Panther Pavilion	included			
Otter Pavilion	included			
Rental Items:				
Traffic barricades	Market rate		100 Traffic Barricades, 100 Cones, Service Fees	\$470.00
Portalets	Market rate		1 Regular, 1 ADA and 1 wash station (plus sanitizer dispensers)	\$370.00
Light tower	\$100 per unit		1 Light Tower x \$100 per unit	\$100.00
Taxes:			7.5%	EXEMPT
Staff:				
Event Staff (6am-10am)	\$15.00 per hour		3 Event Staff x 4 hours x \$15.00 per hour	\$180.00
KFD (6am-10am)	\$30.00 per hour		2 KFD x 4 hours x \$30.00 per hour	\$240.00
KPD (5:30am-10am)	\$43.00 per hour		21 KPD Officers x 4.5 hours x \$50.00 per hour	\$4,200.00
KPD Supervisor (5:30am-10am)	\$51.00 per hour		1 KPD Supervisors x 4.5 hours x \$55.00 per hour	\$220.00
Total Estimate				\$6,580.00
Damage Deposit (Refundable)				\$140.00
Fee Waiver Amount				TBD
Total Due 30 Days Prior to Event				\$6,720.00

FEE WAIVER GRANT RANKING FORM

Organization Name: Japan Association of Orlando **Event Name:** Orlando Japan Festival in Kissimmee

Event Date: 11/6/22

Year of fee waiver award: Signature

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	
Has this specific event been produced previously? (10 points)	
What is the uniqueness of the proposed event? (10 points)	
How does the proposed event support the organization's mission and benefit residents? (10 points)	
EVENT REVENUE / ECONOMIC IMPACT	25 POINTS
Will the proposed event impact local businesses? If so, please describe. (15 points)	
Evaluation of itemized event budget submitted by sponsoring organization. (10 points)	
MARKETING	15 POINTS
How does the proposed event benefit the image/reputation of the City? (5 points)	
Evaluation of the marketing plan, including types of advertisement and a timeline provided? (5 points)	
How much money will the sponsoring organization commit towards advertising? (5 points)	
COLLABORATION	10 POINTS
Is the sponsoring organization collaborating with any other non-profit group? (5 points)	
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	

Percentage of Maximum of Award				
PARAB Score (Points)	Year 1	Year 2	Year 3	Year 4
90-100	100	80	60	40
80-89	90	70	50	30
70-79	80	60	40	20
60-69	70	50	30	10
50-59	60	40	20	
40-49	50	30	10	
30-39	40	20		
20-29	30	10		
10-19	20			
0-9	10			

FEE WAIVER GRANT RANKED BY: _____

Fee Waiver Amount Requested: \$3,000

Previous Year's Fee Waiver Award: \$2,400

Fee Waiver Grant Program Request

Requesting Organization Information

Organization Information & Contact *

Japan Association Of Orlando, Inc.

Full Legal Name of Organization

Takemasa Ishikura

Name of Chief Officer/President

407-435-9387

Telephone Number

407-435-9387

Mobile Number

Organization Address *

P.O. Box 692518

Street Address

Orlando

City

FL

State/Region/Province

32869

Postal / Zip Code

United States

Country

Eligibility/Type *

☒ Non-Profit ☐ Government ☐ Agency or Organization in which the City of Kissimmee is a member

If non-profit, you must attach a copy of your organization's valid IRS tax exempt certificate or IRS affirmation letter..

Please upload you valid IRS Tax Exempt Certificate or an Internal Revenue Service (IRS) Affirmation Letter



JAO_IRS_Approval_Letter.PDF

Event Contact Information

Peter Campbell

Name of Event Contact

JAO Member

Title of Event Contact

407-641-3323

Telephone

myheadelectric@aol.com

Email

Event Information

Fee Waiver Grant Program Request

Name of Event *

Orlando Japan Festival in Kissimmee

Start Date & Time of Event *

11/06/2022 11:00 AM

MM/dd/yyyy HH:MM AM/PM

End Date & Time of Event *

11/06/2022 05:00 PM

MM/dd/yyyy HH:MM AM/PM

Estimated Number of Attendees *

5000

Brief Description of Event *

Japanese cultural event for all types of audiences. Many food vendors and entertainments on the stage.

Grant Request Amount *

3000.0

USD

This is the dollar amount of the services you are requesting to be waived by the Fee Grant Waiver Program. The maximum amount you may request is \$3,000.

Event Setup & Strike

Please enter the date and times you wish to setup as well as the date and times you anticipate breaking down.

Event Setup Date & Time *

11/05/2022 01:00 PM

MM/dd/yyyy HH:MM AM/PM

Event Strike Date & Time *

11/06/2022 05:00 PM

MM/dd/yyyy HH:MM AM/PM

Event Logistics

Will your event require outdoor staging? *

☒ Yes ☐ No

Will your event require the rental of the modular stage for Veterans Lawn? *

☒ Yes ☐ No

Fee Waiver Grant Program Request

Will your event require tents? *

☒ Yes ☐ No

Will your event require vehicle access to the park?

☒ Yes ☐ No

Will your event require road closures? *

☐ Yes ☒ No

Will your event require portable restrooms? *

☒ Yes ☐ No

Will your event require utilities? *

☐ No ☒ Power ☐ Water

Will your event hire outside production companies? *

☐ Yes ☒ No

This includes lighting, staging, audio, decor, film, broadcast, etc.

Will your event require the use of additional space? *

☒ Green/Dressing Room	☐ Locker-Room(s)	☐ Reception Area
☐ Autograph Area	☐ Food Prep Area	☐ Dance Floor
☐ Private Meeting Space	☐ Rehearsal Space	☐ None

Fishing Tournament

Is the event a fishing tournament?

☐ Yes ☒ No

Entertainment

Will your event require alcoholic beverages to be dispensed or sold?

☐ Yes ☒ No

Will your event require a DJ?

☐ Yes ☐ No

Does your entertainer have special requirements and/or technical rider?

☐ Yes ☐ No

Fee Waiver Grant Program Request

Will your event have performers?

☒ Yes ☐ No

If you are having performers, please list if they are local, national, or international.

All local performers.
Matsturiza Taiko Drummers and other local Japanese Cultural Groups. We don't have all the names yet.

Audio / Visual

Is this an indoor event?

☐ Yes ☒ No

Promotions

Will your event require banners to be hung? *

☒ Yes ☐ No

At what level will your event be promoted? *

☒ Local ☐ Regional ☐ National

Will the media be invited? *

☐ Yes ☒ No

If the media will be invited, what type of media will be expected? *

N/A

Organizational Structure

These are mandatory questions, but they hold no point value during the evaluation process.

How long has the sponsoring organization been incorporated? *

11 years.

How long has the sponsoring organization physically been in operation? *

21 years.

Fee Waiver Grant Program Request

Please provide an organization chart of the Local Organizing Committee and describe how the sponsoring organization recruit volunteers to facilitate the event? *

Word of mouth.

Organization & Experience (50 Points)

Has the sponsoring organization previously produced an event in Kissimmee? *

☒ Yes ☐ No

If yes, please identify the event(s). *

Last 4 years

Has this specific event been previously produced? *

☒ Yes ☐ No

If so, when and where was the event held? *

N/A

What is the uniqueness of the proposed event? *

The audiences will have a unique opportunity to experience genuine Japanese culture.

How does the proposed event support the organization's mission and impact to residents? *

Yes.

Event Revenue & Economic Impact (25 Points)

Will the proposed event impact local businesses? *

☒ Yes ☐ No

Fee Waiver Grant Program Request

Is so, please describe the impact:

This event draws thousands of people throughout local region. These people will spend time and money in the community.

Please attach your itemized event budget.



Budget_for_2022.xlsx

Marketing

How does the proposed event benefit the image or reputation of the City? *

This event will help advertise the city of Kissimmee to be multi-cultural and have high quality parks and facilities.

Please identify all forms of advertisement to be used and provide a timeline for all promotion and advertising. *

Socila Media and word of mouth.

How much money will the sponsoring organization commit towards advertising? *

Over one thousand dollars. However, this event is popular enough and needs no advertising.

Collaboration

Is the sponsoring organization collaborating with any other non-profit groups?

☒ Yes ☐ No

If so, please state the commitment of all other groups: *

Orlando Hoshuko, Inc.

Has the sponsoring organization solicited local vendors to support the event?

☒ Yes ☐ No

Fee Waiver Grant Program Request

If so, please identify all vendors that have committed to the event: *

We don't have any names yet.

Cost of Goods Sold

Cost of Food	\$387.28
Release of Non-cash Donation	\$2,782.00
Total COGS	\$3,169.28
Equipment Rental	\$8,911.75
Total Facility Charge- City of Kissm	\$8,731.50
Festival Entertainers	\$2,000.00
Festival Supplies	\$3,174.54
Insurance - Liability	\$577.31
Printing and Publications	\$1,085.90
	\$30,819.56

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **JAN 26 2011**

JAPAN ASSOCIATION OF ORLANDO INC
C/O BUSH ROSS PA
RANDY K STERNS
1801 N HIGHLAND AVE
TAMPA, FL 33602

Employer Identification Number:
45-3076295
DLN:
17053293313041
Contact Person:
BENJAMIN L DAVIS ID# 31465
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
March 31
Public Charity Status:
509(a)(2)
Form 990 Required:
Yes
Effective Date of Exemption:
June 21, 2011
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 947 (DO/CG)

JAPAN ASSOCIATION OF ORLANDO INC

We have sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

A handwritten signature in dark ink, appearing to read "Lois G. Lerner". The signature is fluid and cursive, with the first name "Lois" being more prominent.

Lois G. Lerner
Director, Exempt Organizations

Enclosure: Publication 4221-PC



Event: Orlando Japan Festival **Event Date:** November 6, 2022

Administration Fee:	\$100.00		\$100.00
Festival Lawn	\$1,295.00 per day	1 day rental x \$1,295.00	\$1,295.00
Bass, Boar and Turtle Pavilions	incl w/Festival Lawn		
Rental Items:			
Portalets	Market Rate	2 ADA (\$135each), 4 Regular (\$100each), and 2 Hand-wash Sinks (\$200each) + Delivery & Cleaning Fees	\$1,176.00
Barricades	\$10.00 each	25 barricades x \$10.00 each	\$250.00
EZ Systems	\$80.00 each	6 EZ-Systems x \$80.00 each (2 Trash, 2 Recycling)	\$480.00
Picnic Tables	\$15.00 each	6 picnic tables x \$15.00 each	\$90.00
Utilities - Water & Power	\$25.00 each	Water \$25.00, Power \$25.00	\$50.00
Taxes:		7.5%	EXEMPT
Staff:			
Opening Facility Technician (6:30am-1:00pm)	\$15.00/hr	1 Facility Tech x \$15.00 hr x 6 hrs	\$90.00
Load-in & Event Staff (6:30am-1:00pm)	\$15.00/hr	4 Event Staff x \$15.00 hr x 6 hrs	\$360.00
Closing Facility Technician (12:30pm-7:30pm)	\$15.00/hr	1 Facility Tech x \$15.00 hr x 6.5 hrs	\$97.50
Load-out & Event Staff (12:30pm-7:30pm)	\$15.00/hr	4 Event Staff x \$15.00 hr x 6.5 hrs	\$390.00
Parks Staff (11:30am-8:00pm)	\$15.00/hr	3 Parks Staff x \$15.00 hr x 8 hrs	\$360.00
KPD Event Supervisors (10:30am-5:00pm)	\$51.00/hr	2 KPD Supervisors x \$55.00 hr x 6.5 hrs	\$715.00
KPD Event Load-in & Security (7:00am-5:00pm)	\$47.00/hr	1 KPD Officer x \$50.00 hr x 10 hrs	\$500.00
KPD Event Security (10:30am-5:00pm)	\$47.00/hr	5 KPD Officers x \$50.00 hr x 6.5 hrs	\$1,625.00
KFD Inspector (8:00am-12:00pm)	\$30.00/hr	1 Fire Inspector x \$30.00 hr x 4 hrs	\$120.00
EMT (11:00am-5:00pm)	\$30.00/hr	2 EMS Staff x \$30.00 hr x 6 hrs	\$360.00
Total Estimate Before Deposits			\$8,058.50
Damage Deposit (Refundable)			\$259.00
Fee Waiver			TBD
Total Due 30 Days Prior to Event			

FEE WAIVER GRANT RANKING FORM

Organization Name: NCCAA Event Name: NCCAA Women's Volleyball Championship

Event Date: 11/16/22 -11/19/22

Year of fee waiver award: 2

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	
Has this specific event been produced previously? (10 points)	
What is the uniqueness of the proposed event? (10 points)	
How does the proposed event support the organization's mission and benefit residents? (10 points)	
EVENT REVENUE / ECONOMIC IMPACT	25 POINTS
Will the proposed event impact local businesses? If so, please describe. (15 points)	
Evaluation of itemized event budget submitted by sponsoring organization. (10 points)	
MARKETING	15 POINTS
How does the proposed event benefit the image/reputation of the City? (5 points)	
Evaluation of the marketing plan, including types of advertisement and a timeline provided? (5 points)	
How much money will the sponsoring organization commit towards advertising? (5 points)	
COLLABORATION	10 POINTS
Is the sponsoring organization collaborating with any other non-profit group? (5 points)	
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	

Percentage of Maximum of Award				
PARAB Score (Points)	Year 1	Year 2	Year 3	Year 4
90-100	100	80	60	40
80-89	90	70	50	30
70-79	80	60	40	20
60-69	70	50	30	10
50-59	60	40	20	
40-49	50	30	10	
30-39	40	20		
20-29	30	10		
10-19	20			
0-9	10			

FEE WAIVER GRANT RANKED BY: _____

Fee Waiver Amount Requested: \$3,000

Previous Year's Fee Waiver Award: \$2,700

Fee Waiver Grant Program Request

Requesting Organization Information

Organization Information & Contact *

NCCAA

Full Legal Name of Organization

Dan Wood

Name of Chief Officer/President

8642501199

Telephone Number

8642757217

Mobile Number

Organization Address *

302 West Washington Street

Street Address

Greenville

City

South Carolina

State/Region/Province

29601

Postal / Zip Code

United States

Country

Eligibility/Type *

☒ Non-Profit ☐ Government ☐ Agency or Organization in which the City of Kissimmee is a member

If non-profit, you must attach a copy of your organization's valid IRS tax exempt certificate or IRS affirmation letter..

Please upload you valid IRS Tax Exempt Certificate or an Internal Revenue Service (IRS) Affirmation Letter



NCCAA_IRS_Letter.pdf

Event Contact Information

Dan Wood

Name of Event Contact

Executive Director

Title of Event Contact

8642501199

Telephone

dwood@thenccaa.org

Email

Event Information

Fee Waiver Grant Program Request

Name of Event *

2022 NCCAA DII Women's Volleyball Championship

Start Date & Time of Event *

11/16/2022 11:54 AM

MM/dd/yyyy HH:MM AM/PM

End Date & Time of Event *

11/19/2022 11:55 AM

MM/dd/yyyy HH:MM AM/PM

Estimated Number of Attendees *

140 student-athletes and 700 fans/parents

Brief Description of Event *

This event is the National Championship for our Division II (non-scholarship) membership of the NCCAA. Eight teams will participate in pool play competition with the top 4 advancing to the semifinals. This will be the eighth year we have conducted an event at the Civic Center since 2009.

Grant Request Amount *

3000.0

USD

This is the dollar amount of the services you are requesting to be waived by the Fee Grant Waiver Program. The maximum amount you may request is \$3,000.

Event Setup & Strike

Please enter the date and times you wish to setup as well as the date and times you anticipate breaking down.

Event Setup Date & Time *

11/16/2022 08:00 AM

MM/dd/yyyy HH:MM AM/PM

Event Strike Date & Time *

11/19/2022 07:30 PM

MM/dd/yyyy HH:MM AM/PM

Event Logistics

Will your event require outdoor staging? *

☐ Yes ☒ No

Will your event require the rental of the modular stage for Veterans Lawn? *

☐ Yes ☒ No

Fee Waiver Grant Program Request

Will your event require tents? *

☐ Yes ☒ No

Will your event require vehicle access to the park?

☐ Yes ☒ No

Will your event require road closures? *

☐ Yes ☒ No

Will your event require portable restrooms? *

☐ Yes ☒ No

Will your event require utilities? *

☐ No ☒ Power ☒ Water

Will your event hire outside production companies? *

☒ Yes ☐ No

This includes lighting, staging, audio, decor, film, broadcast, etc.

If you are hiring outside production company, provide the name, point of contact, and phone number. *

Our streaming platform, the NCCAA Network, will stream all matches as in the past.
Brandon Gilmore 864-250-1199 ext. 104

Will your event require the use of additional space? *

☐ Green/Dressing Room	☒ Locker-Room(s)	☐ Reception Area
☐ Autograph Area	☐ Food Prep Area	☐ Dance Floor
☐ Private Meeting Space	☐ Rehearsal Space	☐ None

Fishing Tournament

Is the event a fishing tournament?

☐ Yes ☒ No

Entertainment

Will your event require alcoholic beverages to be dispensed or sold?

☐ Yes ☒ No

Fee Waiver Grant Program Request

Will your event require a DJ?

☐ Yes ☒ No

Does your entertainer have special requirements and/or technical rider?

☐ Yes ☒ No

Will your event have performers?

☐ Yes ☒ No

Audio / Visual

Is this an indoor event?

☒ Yes ☐ No

Will your event require the rental of audio equipment?

☐ Yes ☒ No

Will your event require the rental of any additional audio equipment?

☐ Podium

☐ Easels

☐ Projector & Screen

☐ TV/VCR/DVD Player

☐ Microphones

☐ Extension Cords/Power Strips

☐ None

Promotions

Will your event require banners to be hung? *

☒ Yes ☐ No

At what level will your event be promoted? *

☒ Local ☐ Regional ☒ National

Will the media be invited? *

☒ Yes ☐ No

If the media will be invited, what type of media will be expected? *

Mainly our member school Sports Information Directors and other related media.

Fee Waiver Grant Program Request

Organizational Structure

These are mandatory questions, but they hold no point value during the evaluation process.

How long has the sponsoring organization been incorporated? *

Since 1983.

How long has the sponsoring organization physically been in operation? *

54 years, since 1968

Please provide an organization chart of the Local Organizing Committee and describe how the sponsoring organization recruit volunteers to facilitate the event? *

Tournament Director: Dan Wood, NCCAA and Elliot Hernandez, Johnson University FL
Volunteers: 90% from Johnson University FL as the local NCCAA member host with remaining 10% being NCCAA leadership within Women's Volleyball

Organization & Experience (50 Points)

Has the sponsoring organization previously produced an event in Kissimmee? *

☒ Yes ☐ No

If yes, please identify the event(s). *

Since 2009, 8 years of Division I or Division II Women's Volleyball (including the 2021 Championship) and 26 years of men's & women's soccer at Austin Tindall Park

Has this specific event been previously produced? *

☒ Yes ☐ No

If so, when and where was the event held? *

Yes, since 1983 in various host sites from Manhattan, KS, Greenville, SC, Joplin, MI, and Ankeny, IA.

What is the uniqueness of the proposed event? *

National championship play with each team also doing a CSP (Championship Service Project) benefiting the local community. This is set up in concert with local non-profits and range from kids sports clinics, to food gathering efforts for food banks, etc.

Fee Waiver Grant Program Request

How does the proposed event support the organization's mission and impact to residents? *

The NCCAA is a faith based association and giving back as Christ would have us do is a key piece of our mission. The other piece s celebrating the gifts given to these student-athletes via sport.

Event Revenue & Economic Impact (25 Points)

Will the proposed event impact local businesses? *

☒ Yes ☐ No

Is so, please describe the impact:

Food, hospitality, including downtown merchants near Civic Center will benefit from guests being in town for 4-5 days. Some teams will go to theme parks after Pool play and we use only Kissimmee based lodging venues.

Please attach your itemized event budget.



2022_Proposed_WWB_DII_Budget.xlsx

Marketing

How does the proposed event benefit the image or reputation of the City? *

Hosting any championship offers value to the city and the CSP effort is really a unique piece to NCCAA. Many of our guests do return to Kissimmee after experiencing the city/area via our events.

Please identify all forms of advertisement to be used and provide a timeline for all promotion and advertising. *

Digital, online/social media and NCCAA website promotions.

How much money will the sponsoring organization commit towards advertising? *

Within our normal operations for all 25 National Championships, approx. \$1750 per this event.

Collaboration

Is the sponsoring organization collaborating with any other non-profit groups?

☐ Yes ☒ No

Fee Waiver Grant Program Request

Has the sponsoring organization solicited local vendors to support the event?

☒ Yes ☐ No

If so, please identify all vendors that have committed to the event: *

Cici's Pizza
Chick-fil-A
Uno's Chicago Grill
Grand Orlando Resort at Celebration

NCCAA DII WVB Proposed Budget (3/7/2022)

INCOME

JU-FL Host fee	0.00	
Gate	4,250.00	based upon 2021
Sponsors	1,000.00	
Grants/Waiver	2,700.00	per 2021 amunt
Hotel royalty	5,500.00	(based upon 250+ WVb nights)
Experience Kiss.	11,000.00	
Apparel	500.00	(NCCAA receives 10% of sales)
Streaming	3,638.00	(NCCAA receives 70% of sales)
TOTAL	28,588.00	

EXPENSE

Rentals	10,900.00	Net after deposit refunded for 2021
Officials/Network	8,500.00	
Staff Travel	950.00	
Staff housing	1,200.00	Non-comp rooms
Banquet	4,500.00	
Programs	1,200.00	
Hospitality Room	750.00	
Misc.	1,000	Photos, supplies
TOTAL	29,000.00	

Internal Revenue Service
District Director

Department of the Treasury

Date: MAY 19 1983

Employer Identification Number:

58-1495626

Accounting Period Ending:

June 30

Foundation Status Classification:

509(a)(1) & 170(b)(1)(A)(vi)

Advance Ruling Period Ends:

June 30, 1985

Person to Contact:

C. Avery/tt

Contact Telephone Number:

(404) 221 4516

File Folder Number 580018503

National Christian College Athletic
Association, Inc.
1815 Union Avenue
Chattanooga, TN 37404

MAY 23 1983

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code.

Because you are a newly created organization, we are not now making a final determination of your foundation status under section 509(a) of the Code. However, we have determined that you can reasonably be expected to be a publicly supported organization described in section 509 (a)(1) & 170(b)(1)(A)(vi).

Accordingly, you will be treated as a publicly supported organization, and not as a private foundation, during an advance ruling period. This advance ruling period begins on the date of your inception and ends on the date shown above.

Within 90 days after the end of your advance ruling period, you must submit to us information needed to determine whether you have met the requirements of the applicable support test during the advance ruling period. If you establish that you have been a publicly supported organization, you will be classified as a section 509(a)(1) or 509(a)(2) organization as long as you continue to meet the requirements of the applicable support test. If you do not meet the public support requirements during the advance ruling period, you will be classified as a private foundation for future periods. Also, if you are classified as a private foundation, you will be treated as a private foundation from the date of your inception for purposes of sections 507(d) and 4940.

Grantors and donors may rely on the determination that you are not a private foundation until 90 days after the end of your advance ruling period. If you submit the required information within the 90 days, grantors and donors may continue to rely on the advance determination until the Service makes a final determination of your foundation status. However, if notice that you will no longer be treated as a section * organization is published in the Internal Revenue Bulletin, grantors and donors may not rely on this determination after the date of such publication. Also, a grantor or donor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act that resulted in your loss of section * status, or acquired knowledge that the Internal Revenue Service had given notice that you would be removed from classification as a section * organization.

75 Peachtree Street, N.E., Atlanta, GA 30043

(over)

Letter 1045(DO) (6-77)

* 509(a)(1) & 170(b)(1)(A)(vi).



Event: NCCAA Women's Volleyball Championship **Event Date:** November 16- 19, 2021

Facility Fee:			
Arena Load-In	\$805.00 Move-in day	\$805.00 per day	\$805.00
Arena, uncovered floor	\$1,610.00 per day	\$1,610.00 per day x 3 days	\$4,830.00
		20% Multiday Discount (Facility Rental Only)	(\$966.00)
Rental Items:			
Microphones	\$25.00 each	2 mics x \$25.00 each	\$50.00
Oblong Table linen w/skirting	\$8.00 each	24 tables x \$8.00 each	\$192.00
CAT 5/Internet	\$50.00 per day	\$50.00 x 4 days	\$200.00
Taxes:		7.5%	EXEMPT
Staff:			
Facility Technician 11/18 - 11/20 (9:30am - 8:00pm)	\$15.00 per hour	1 Facility Technician x 10 hours x \$15.00 per hour x 3 days	\$450.00
Box Office Staff 11/18 - 11/19 (9:00am -6:00pm)	\$15.00 per hour	2 Box Office Staff x 8.5 hours x \$15.00 per hour x 2 days	\$510.00
Box Office Staff 11/20 (9:00am -4:30pm)	\$15.00 per hour	1 Box Office Staff x 7 hours x \$15.00 per hour x 1 days	\$105.00
Crowd Management 11/18 - 11/20 (9:00am - 9:00pm)	\$15.00 per hour	3 Crowd Mgmt x 11.5 hours each x \$15.00 per hour x 3 days	\$1,552.50
Custodian 11/18 - 11/20 (9:00am - 9:00pm)	\$15.00 per hour	1 Custodians x 11.5 hours x \$15.00 per hour x 3 days	\$517.50
Total Estimate			\$8,246.00
Damage Deposit (Refundable)			\$966.00
Fee Waiver			TBD
Total Due 30 Days Prior to Event			\$9,212.00

2022/2023 Fee Grant Request

Period I, Events occurring October 1, 2022 - January 31, 2023

<i>EVENT</i>	<i>Requested Date</i>	<i>21/22 Amount</i>	<i>Requested Amount</i>	<i>Year of award / Sunset year</i>	<i>Est. City Expenses</i>	<i>AWARDED</i>	<i>Scored</i>	<i>Ed</i>	<i>AL</i>	<i>Robin</i>	<i>Hannan</i>	<i>Guillermo</i>	<i>Roy</i>	<i>David</i>	<i>Sheila</i>	<i>Vanessa</i>	<i>Total</i>
VIVA Osceola	10/8/2022	\$3,000	\$3,000	Signature	\$6,840.00		0										0
Ride to Defeat ALS	10/15 & 10/16/22	N?A	\$3,000	1	\$1,420.00		0										0
Back the Blue BB Tournament	10/23/2022	N/A	\$2,347	1	\$2,025.00		0										0
Masquerade Ball	10/29/2022	\$2,000	\$3,000	2	\$2,560.00		0										0
The Runaway Bride 5K	11/5/2022	N/A	\$3,000	1	\$3,580.00		0										0
Orlando Japan Festival	11/6/2022	\$2,400	\$3,000	Signature	\$8,058.50		0										0
NCCAA DII Womens Volleyball	11/16-11/19/22	\$2,700	\$3,000	2	\$8,246.00		0										0

\$20,347

\$32,729.50

\$0.00

Total amount awarded for Period 1 October 2022-January 2023

\$0.00

ITEM 5.C

Update of Community Benefit Fund Policy

Request

Updates to the Community Benefit Fund Policy and possible requests if the Commission approves the presented policy.

Explanation

Recommendation

REQUESTED CITY COMMISSION ACTION:

Department: Parks & Recreation

Presenter:

Attachment(s):

None