MEETING AGENDA
SESSION OF THE PARKS & RECREATION ADVISORY BOARD
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
WEDNESDAY, FEBRUARY 14, 2024 AT 6:00 PM

1. MEETING CALLED TO ORDER

1.A Introduction of New Member - Manny Gomez

2. MINUTES

2.A Approval of meeting minutes from December 13, 2023.

3. HEAR AUDIENCE

4. DISCUSSION

4.A Directors Report

5. NEW BUSINESS

5.A Fee Waiver Grants Period II

5.B Fee Waiver Grants Period III

5.C Community Benefit Grant

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
Approval of meeting minutes from December 13, 2023.

Item Details
Approval of meeting minutes from December 13, 2023 as submitted.

Attachment(s):
1. PARAB Meeting Minutes 12.13.2023

MEETING MINUTES
SESSION OF THE PARKS & RECREATION ADVISORY BOARD
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
WEDNESDAY, DECEMBER 13, 2023 AT 6:00 PM

1. MEETING CALLED TO ORDER **Members Present:** Board Member Albert Dorsey, Board Chair Edward Kilroy, Board Member Robin Wright, Board Member Vanessa Alvarez, Board Member Seewdat "David" Anderson, Board Member Linda McCoy
Staff Present: Director Steve Lackey, Financial Analyst Andrea Campbell, City Attorney Curtis Mcgehee
Members Absent: Board Member Roy Oddo, Board Member Hamza Godil, Board Member Hannan Khan

Board Chair Edward Kilroy called the meeting to order at 06:10 pm.

2. MINUTES

2.A Approval of meeting minutes from October 11, 2023

Board member Vanessa Alvarez made a motion to approve the meeting minutes from October as presented. Board member Robin Wright seconded the motion.

AYE: Board Member Albert Dorsey, Board Chair Edward Kilroy, Board Member Robin Wright, Board Member Vanessa Alvarez, Board Member Seewdat "David" Anderson, Board Member Linda McCoy
NAY: None

Motion to 6 - 0.

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

4. DISCUSSION

4.A Directors Report

Parks and Recreation Director Steve Lackey gave a summary of department progress.

- Posting the Park Manager position again at the New Year.
- Lancaster Ranch Park should be breaking ground on Monday the 18th of December. Beginning with land clearing of the Lackey Parcel only to allow for Green Meadows to open.
- Review of upcoming event dates and successes by Kayla Rogers, Events & Venues Manager.

5. NEW BUSINESS

5.A Community Benefit Grant

One Community Benefit Grant to approve. Board members gave their suggested award amount for the spreadsheet for the DeQuan Anderson Angel Tree event.

Board Member Vanessa Alvarez made a motion to approve $1,000 and Board Member Albert Dorsey seconded.

AYE: Board Member Albert Dorsey, Board Chair Edward Kilroy, Board Member Robin Wright, Board Member Vanessa Alvarez, Board Member Seewdat "David" Anderson, Board Member Linda McCoy
NAY: None

Motion to 6 - 0.

6. HEAR CHAIRMAN AND BOARD MEMBERS Board members shared holiday greetings and blessings.

7. ADJOURNMENT

There being no further business to come before the Parks and Recreation Advisory Board, Board Chair Edward Kilroy adjourned the meeting at 06:27 pm.

Board Chair

ATTEST:

Board Secretary

ITEM 4.A
Directors Report

Item Details
The Parks and Recreation Director, Steve Lackey will review attached report of department news and happenings.

Attachment(s):
1. Directors Report 2.14.2024

Directors Report
February 14, 2024

1. Director's Update
    - New Parks & Public Lands Manager – TBD
    - Lancaster Ranch Park
2. January Projects Completed
    - New Playground at Lakefront Park
    - Basketball Court and Teen Room at Chambers Park
    - Breakwater at Marina
    - Pedestrian Bridge Emory Canal at Oak Street
3. Upcoming Events
    - 1st Friday of the Month – Movie in the Park – October-March
    - Saturday February 17 – African American Read In
    - Friday February 23rd – Taste of Kissimmee
    - Saturday – March 23rd – Kowtown
    - Friday March 29th – Vietnam Veterans Day

NEXT PARAB MEETING, April 10th - Meeting at 6pm at City Hall

ITEM 5.A
Fee Waiver Grants Period II

Item Details
Fee Waiver Grant Scoring for the following grant submissions that were submitted late for Period II:

- Dine with the Departed
- March for Meals 5K
- Evening of Hope Dinner
- Vietnam Veterans Day

Attachment(s):
1. Dine with Departed Binder
2. March for Meals Binder 2
3. Evening of Hope Binder
4. Vietnam Veterans Day Binder
5. 2023-2024 Fee Grant Spreadsheet - Period II

FEE WAIVER GRANT RANKING FORM

Organization Name: Osceola History
Event Name: Dine with Departed

Event Date: 03/09/2024 **Year of fee waiver award: Sunset**

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 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?	**-5 /0/+5 POINTS**
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: $3,000.00 **Previous Year's Fee Waiver Award: $483.00**

Fee Waiver Grant Program Request

Requesting Organization Information

Organization Information & Contact *

Osceola History

Full Legal Name of Organization

Kimberly Murray

Name of Chief Officer/President

4073968644

Telephone Number

6143748022

Mobile Number

Organization Address *

4155 W Vine St

Street Address

Kissimmee

City

FL

State/Region/Province

32811

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_tax_exempt_letter.pdf

Event Contact Information

Kimberly Murray

Name of Event Contact

Executive Director

Title of Event Contact

4073968644 x7

Telephone

kimberly@osceolahistory.org

Email

Event Information

Fee Waiver Grant Program Request

Name of Event *

Dine with the Departed

Start Date & Time of Event *

03/09/2024 06:00 PM

MM/dd/yyyy HH:MM AM/PM

End Date & Time of Event *

03/09/2024 09:00 PM

MM/dd/yyyy HH:MM AM/PM

Estimated Number of Attendees *

220

Brief Description of Event *

An evening outdoor fundraiser to help Osceola History's mission: to collect, preserve, and share the County's history, promoting the area's cultural and natural heritage.
Guests will enjoy a catered meal and bid on unique items during a silent and live auction.
After dinner, venture out on guided lantern-lit tours where they will encounter
Osceola County's "passed" residents with lively stories to tell.
This is an outdoor event, which is held rain or shine at the Rose Hill Cemetary

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 *

03/09/2024 12:00 PM

MM/dd/yyyy HH:MM AM/PM

Event Strike Date & Time *

03/10/2024 10:00 AM

MM/dd/yyyy HH:MM AM/PM

Event Logistics

Fee Waiver Grant Program Request

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

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

Fee Waiver Grant Program Request

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

- [x] Yes
- [ ] No

Will your event require a DJ?

- [ ] Yes
- [x] No

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

- [ ] Yes
- [x] No

Will your event have performers?

- [ ] Yes
- [x] No

Audio / Visual

Is this an indoor event?

- [ ] Yes
- [x] No

Promotions

Will your event require banners to be hung? *

- [ ] Yes
- [x] No

At what level will your event be promoted? *

- [x] Local
- [ ] Regional
- [ ] National

Will the media be invited? *

- [ ] Yes
- [x] No

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

NA

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? *

1986

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

1949

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

The event planning is being led by Dawn Snell, OH Assistant Director and Kim Strong, Consultant.
The planning committee consists of Kim Strong, Dawn Snell, JoAnn Cumbie, Mary Cooper, Amanda Parrish Walters, Bert Ruiz, Christina Reinhardt (OH Curator), Faye Reese (OH Venues Manager), Jozef Bladek, and Steve Owens (Volunteer Manager). Steve Owens will be responsible for recruiting volunteers for parking, serving, set up and clean up.

Organization & Experience (50 Points)

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

(•) Yes ( ) No

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

Dine with the Departed yearly in the same location.

Has this specific event been previously produced? *

(•) Yes ( ) No

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

2023, 2022, 2020, 2019, and so on. Always on the second Saturday in March.

What is the uniqueness of the proposed event? *

A historical tour of the Rose Hill Cemetary where reenactors tell the stories of important people and families who are buried there.

Fee Waiver Grant Program Request

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

By sharing and preserving the county's history and culture and the people who lived here.

Event Revenue & Economic Impact (25 Points)

Will the proposed event impact local businesses? *

○ Yes ◉ No

Please attach your itemized event budget. *

Dine_Budget_2024.xlsx

Marketing

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

This event highlights people from Osceola County and speaks stories of their life and accomplishments to gain a deeper understanding of the history of Osceola County.

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

Invitations and postcards to be sent Jan 3
Social media boosted posts Dec 29 and every 2 weeks until event
Calendar ad in the Osceola News Gazette Pet Calendar
Putting flyers and postcards up at local businesses

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

$1,000

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

§

Internal Revenue Service
District Director

Department of the Treasury

C - 1130
ATLANTA, GA 30301

Date: JAN 29 1990

OSCEOLA COUNTY HISTORICAL
SOCIETY INC
P O BOX 552
KISSIMMEE, FL 34742

Employer Identification Number:
59-2713072
Contact Person:
VICKY BAKER
Contact Telephone Number:
(404) 331-0928

Accounting Period Ending:
05-31
Foundation Status Classification:
509(a)(1)
Advance Ruling Period Begins:
09-07-89
Advance Ruling Period Ends:
05-31-94
Addendum Applies:
No

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(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

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 sections 509(a)(1) and 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 and ends on the dates 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 contributors 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 contributors may continue to rely on the advance determination until the Service makes a final determination of your foundation status.

Letter 1045(DO/CG)

OSCEOLA COUNTY HISTORICAL

If notice that you will no longer be treated as a publicly supported organization is published in the Internal Revenue Bulletin, grantors and contributors may not rely on this determination after the date of such publication. In addition, if you lose your status as a publicly supported organization and a grantor or contributor was responsible for, or was aware of, the act or failure to act, that resulted in your loss of such status, that person may not rely on this determination from the date of the act or failure to act. Also, if a grantor or contributor learned that the Service had given notice that you would be removed from classification as a publicly supported organization, then that person may not rely on this determination as of the date such knowledge was acquired.

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status. In the case of an amendment to your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, you should inform us of all changes in your name or address.

As of January 1, 1984, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of $100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the private foundation excise taxes under Chapter 42 of the Code. However, you are not automatically exempt from other Federal excise taxes. If you have any questions about excise, employment, or other Federal taxes, please let us know.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Contribution deductions are allowable to donors only to the extent that their contributions are gifts, with no consideration received. Ticket purchases and similar payments in conjunction with fundraising events may not necessarily qualify as deductible contributions, depending on the circumstances. See Revenue Ruling 67-246, published in Cumulative Bulletin 1967-2, on page 104, which sets forth guidelines regarding the deductibility, as charitable contributions, of payments made by taxpayers for admission to or other participation in fundraising activities for charity.

You are required to file Form 990, Return of Organization Exempt From Income Tax, only if your gross receipts each year are normally more than $25,000. However, if you receive a Form 990 package in the mail, please file the return even if you do not exceed the gross receipts test. If you are not required to file, simply attach the label provided, check the box in the head-

OSCEOLA COUNTY HISTORICAL

ing to indicate that your annual gross receipts are normally $25,000 or less, and sign the return.

If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of $10 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed $5,000 or 5 percent of your gross receipts for the year, whichever is less. This penalty may also be charged if a return is not complete, so please be sure your return is complete before you file it.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

Our records indicate that your notice was postmarked 09-07-89, which is more than 15 months from the end of the month in which you were organized. Since the provisions of section 508(a)(2) are applicable to you, the effective date of your exemption is 09-07-89. Contributions made to you on or after this date are tax deductible.

You may also seek relief from Federal income tax for the period prior to the effective date of this exemption by filing Form 1024, requesting recognition of exemption under section 501(c)(4) for that period. Contributions to organizations exempt under section 501(c)(4) are not deductible.

If you elect to file Form 1024, be sure to indicate that it is intended only to cover the period during which you could not qualify under section 501(c)(3) of the Code.

You have agreed on your application for exemption under section 501(c)(3) of the Code that your exemption is effective 09-07-89, the date your completed application was filed.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

Letter 1045(DO/CG)

OSCEOLA COUNTY HISTORICAL

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,

Paul Williams
District Director

Enclosure(s):
Form 872-C

Letter 1045(DO/CG)

Dine with the Departed Budget			
Expenses			
	Food	$3,000.00	
	Wine/Beer	$1,000.00	
	Portopottie	$2,000.00	
	Kim Stong-Consultant	$18,000.00	
	Tent/Table Rentals	$1,000.00	
	Total	$25,000.00	
Revenue			
	KUA	$5,000.00	
	TOHO	$5,000.00	
	Ticket sales	$27,500.00	
	Live Auction	$6,000.00	
	Silent Auction	$5,000.00	
	Noncash Expense Donations	$5,000.00	
	Sponsorships	$6,500.00	
	Total	$60,000.00	

CITY OF KISSIMMEE 1883

Organization: Osceola Historical Society **Event:** Dine w/The Departed **Date:** March 9, 2024

Facility Fee:				
Rose Hill Cemetery	$350.00 per day		$350.00 x 1 day	$350.00
Rental Items:				
Barricades	$25.00 per barricade		18 barricades x $25.00 per item	$450.00
Light tower	$150.00 per light tower		$150.00 x 1 light tower	$150.00
Taxes:			7.50%	EXEMPT
Staff:				
Event Staff	$20.00 per hour		1 Event Staff x 4 hours x $20.00 per hour	$80.00
KPD	$50.00 per hour		1 KPD Officers x 4 hours x $50.00 per hour	$200.00
Total Balance Due Before Damage Deposit				**$1,230.00**
Damage Depost (Refundable)				$100.00
Fee Waiver Amount				TBD
Final Balance Due 30 Days Before Event				**TBD**

FEE WAIVER GRANT RANKING FORM

Organization Name: Osceola County Council on Aging, Inc
Event Name: March for Meals St Patrick 5K Run/Walk

Event Date: March 16, 2024 **Year of fee waiver award: Sunset**

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 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?	**-5 /0/+5 POINTS**
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: $3,000.00 **Previous Year's Fee Waiver Award: $1,800.00**

Fee Waiver Grant Program Request

Requesting Organization Information

Organization Information & Contact *

Osceola County Council on Aging, Inc., Wendy Ford

Full Legal Name of Organization

Wendy Ford

Name of Chief Officer/President

407-846-8541

Telephone Number

407-383-0012

Mobile Number

Organization Address *

700 Generation Point

Street Address

Kissimmee

City

Florida

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..

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

COA__Certificate_Exemption_2019.pdf

Event Contact Information

March for Meals St Patrick 5K Run/Walk

Name of Event Contact

Belinda Olivera, VP of Marketing

Title of Event Contact

407-910-8661 or 407-933-9534

Telephone

oliverab@osceola-coa.com

Email

Event Information

Fee Waiver Grant Program Request

Name of Event *

March for Meals St Patrick 5K Run/Walk

Start Date & Time of Event *

03/16/2024 07:00 AM

MM/dd/yyyy HH:MM AM/PM

End Date & Time of Event *

03/16/2024 10:00 AM

MM/dd/yyyy HH:MM AM/PM

Estimated Number of Attendees *

400

Brief Description of Event *

5K Run/ Walk

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 *

03/16/2024 04:30 AM

MM/dd/yyyy HH:MM AM/PM

Event Strike Date & Time *

03/16/2024 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

If you require road closures, please provide details on your requested closures? *

Site plan was distributed by Stirder Events

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

Fee Waiver Grant Program Request

Will your event require alcoholic beverages to be dispenses 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

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 TV Stations

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? *

Since 1971, 52 years

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

52 Years

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

The Marketing and Development team will oversee this event. Volunteers will be recruited through our Volunteer Coordinator. All will be present at the event and all proceeds will be used for Meals on Wheels Program.

Organization & Experience (50 Points)

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

- (•) Yes
- ( ) No

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

Every Year at the Kissimmee Lakefront, March for Meals 5K Run/Walk

Has this specific event been previously produced? *

- (•) Yes
- ( ) No

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

March 11th, 2023

What is the uniqueness of the proposed event? *

This is a community event to embody healthy lifestyle with a charitable focus on Meals on Wheels, nutrion for seniors.

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

It will provide necessary funding for direct food costs associated with Meals on Wheels clients.

Fee Waiver Grant Program Request

Event Revenue & Economic Impact (25 Points)

Will the proposed event impact local businesses? *

- (•) Yes
- ( ) No

Is so, please describe the impact:

It will bring 400 People to the downtown Kissimmee area.

Please attach your itemized event budget. *

2024__March_for_Meals_St._Patrick_5K__Cost_Analysi.xls

Marketing

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

It helps promote a healthy lifestyle for seniors and gives exposure to the beautiful downtown Kissimmee businesses.

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

3 months of media, local news coverage, newsletters and social media coverage, promoting the event.

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

$1000.00

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

Fee Waiver Grant Program Request

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

The vendors and sponsors will be partners of the Osceola Council on Aging.

FLORIDA Department of Revenue

Consumer's Certificate of Exemption

DR-14
R. 01/18

Issued Pursuant to Chapter 212, Florida Statutes

Certificate Number	Effective Date	Expiration Date	Exemption Category
85-8012644324C-5	05/31/2019	05/31/2024	501(C)(3) ORGANIZATION

This certifies that

OSCEOLA COUNTY COUNCIL ON AGING INC
700 GENERATION PT
KISSIMMEE FL 34744-5957

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.

FLORIDA Department of Revenue

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.

CITY OF KISSIMMEE 1883

Organization: The Osceola Council on Aging **Event Name: March for Meals 5K** **Event Date: Saturday, March 16th, 2024**

Administration Fee	One time fee		Notes/Comments	Total
	$100.00		**One time charge**	**$100.00**
Premises Rented:	**Associated fee**		**Notes/Comments**	**Total Premises rented**
Veterans Lawn	**$1,295.00**			$1,295.00
				$0.00
Rental Items:	**Associated Fee**		**Notes/Comments**	**Total Rental items**
Traffic Barricades	**$467.00**	1	Road Closure	$467.00
Light Tower	**$100.00**	1		$100.00
PortaLets	**$300.00**	1		$300.00
	$0.00	0		$0.00
	$0.00	0		$0.00
	$0.00	0		$0.00
	$0.00	0		$0.00
Non Taxed Rental Items:	**Associated Fee**		**Notes/Comments**	**Total Taxes:**
	$0.00	0		$0.00
	$0.00	0		$0.00
Taxes:	**Tax Rate**		**Notes/Comments**	**Total Taxes:**
	7.50%			$162.15
Staffing and Personnel Requirments:	**Hourly Rate**	**Count**	**Notes/Comments**	**Total for Staffing/Personnel (Non Taxable Fees)**
Event Monitor	$20.00	**12**	2 Event Monitors, 6 Hrs.	$240.00
Facility Technician	$20.00	**6**	1 Facility Tech., 6 Hrs.	$120.00
Fire Inspector	$30.00	**0**		$0.00
EMT (Emergency Medica l Technician)	$35.00	**8**	2 EMT, 4 Hrs.	$280.00
Security	$30.00	**0**		$0.00
KPD	$55.00	**84**	21 KPD Positions, 4 Hrs.	$4,620.00
Crowd Managers	$25.00	**0**		$0.00
			Notes/Comments	
Total Fee's and Charges:				**$7,684.15**
Damage Deposit			**20% of Facility Rental fee;Refundable; Additional Fee on Total Charges**	$259.00
Fee Waiver Amount (if applicable)			**Must apply via kissimmee.gov; only available to non profit organizations**	$0.00
Remaining Balance Due			**Due 30 days in advance of event date**	**$7,943.15**
Reservation Deposit			**Required at time of booking; Applied to total due; Non refundable Fee)**	$0.00

***Event Quote is subject to change based off of clients event needsand requests**

FEE WAIVER GRANT RANKING FORM

Organization Name: Back on Track Employment Services, Inc.
Event Name: Evening of Hope Dinner

Event Date: March 26, 2024 **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 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?	**-5 /0/+5 POINTS**
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:$3,000.00 **Previous Year's Fee Waiver Award: n/a**

Fee Waiver Grant Program Request

Requesting Organization Information

Organization Information & Contact *

Back on Track Employment Services, Inc.

Full Legal Name of Organization

Jacqueline Murray

Name of Chief Officer/President

407-552-7473

Telephone Number

407-552-7473

Mobile Number

Organization Address *

221 Burning Tree Drive

Street Address

Kissimmee

City

Florida

State/Region/Province

34743

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 *

Back_on_Track-Certificate_of_Exemption.pdf

Event Contact Information

Jacqueline Murray

Name of Event Contact

CEO

Title of Event Contact

407-552-7473

Telephone

jmurray411@live.com

Email

Event Information

Fee Waiver Grant Program Request

Name of Event *

Evening of Hope Dinner

Start Date & Time of Event *

03/26/2024 06:00 PM

MM/dd/yyyy HH:MM AM/PM

End Date & Time of Event *

03/26/2024 09:00 PM

MM/dd/yyyy HH:MM AM/PM

Estimated Number of Attendees *

100

Brief Description of Event *

Our Evening of Hope Dinner is an invitation-only free dinner for our participants, employers, community partners, and volunteers. The event provides networking and employment opportunities along with mentoring and resources. We have a motivational guest speaker as well as our participants who share their testimonies of how Back on Track has impacted their lives.

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 *

03/26/2024 02:00 PM

MM/dd/yyyy HH:MM AM/PM

Event Strike Date & Time *

03/26/2024 08:30 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 dispenses 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?

- [x] Podium
- [ ] Easels
- [x] Projector & Screen
- [ ] TV/VCR/DVD Player
- [x] Microphones
- [x] Extension Cords/Power Strips
- [ ] None

Promotions

Will your event require banners to be hung? *

○ Yes ◉ No

At what level will your event be promoted? *

- [x] 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

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 2019, but has been serving Osceola County since 2013.

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

Back on Track has been serving the community for over 20 years as an in-house component with various organizations, such as City of Orlando and Community Vision, which is now defunct.

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

The CEO utilizes the participants from the Back on Track program to volunteer and mentor at the event. The Alumni participants act as mentors and work in conjunction with the Volunteer Coordinator and Event Leaders.

Organization & Experience (50 Points)

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

○ Yes ◉ No

Has this specific event been previously produced? *

○ Yes ◉ No

What is the uniqueness of the proposed event? *

The Evening of Hope Dinner creates an opportunity for our participants to belong, to fellowship and connect with like-minded individuals and organizations who share our passion and vision. Additionally, the community partners and employers let the attendees know what resources and opportunities they have available for the community. We create an atmosphere where our newly released participants, homeless, and low-income participants feel like VIPs and are empowered to be responsible, accountable, and respectful individuals in society again.

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

The event allows the participants, volunteers, employers, and community partners to network and many participants receive employment opportunities at the event. Usually, the attendees are inspired by the guest speaker or inspired by a participant who shares his or her story of how he or she was recently incarcerated and has since completed Back on Track's Boot Camp and is now gainfully employed at Publix Refrigerated Distribution Center as a Warehouse Selector, with a salary of $19.75 per hour.

Event Revenue & Economic Impact (25 Points)

Fee Waiver Grant Program Request

Will the proposed event impact local businesses? *

○ Yes ◉ No

Please attach your itemized event budget. *

Back_on_Track-Budget_for_Evening_of_Hope_Dinner__M.pdf

Marketing

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

Back on Track has been in partnership with the City for 10 years, as a recipient of the CDBG grant, helping the residents of Chambers Park and Marydia communities in conjunction with the City's Parks and Recreation Dept. Additionally, we are currently working with the Public Works & Engineering Dept., providing qualified personnel. Mr. Ashley Willis recently hired a Back on Track participant for their Fleet Division, as an Administrative Assistant. The City was also one of four honorees at our Evening of Hope Dinner, Spirit of Service Award Ceremony on December 12, 2023.

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

Since this is an invitation-only, free dinner, only the participants, volunteers, employers, and community partners of Back on Track are invited. Also, dignitaries, such as the Commissioners, law enforcement, and several pastors who support the Back on Track program are also invited.

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

None

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

CITY OF KISSIMMEE 1883

CIVIC CENTER PRIVATE EVENT APPLICATION

IMPORTANT: Please type or print legibly. All sections must be completed. Any and all cancellations will forfeit their reservation deposit.

Please submit your application to:

KISSIMMEE CIVIC CENTER
201 East Dakin Avenue
Kissimmee, Florida 34741
PHONE NUMBER: 407.518.2503
Fax: 407.935.1437
civiccenter@kissimmee.gov

CONTACT INFORMATION:

Name of Party: Back on Track Employment Services, In Contact Person: Jackie Murray

Home Phone: Cell Phone: 407-552-7473

Email Address: jmurray411@live.com

Address: 221 Burning Tree Drive

City: Kissimmee State: FL Zip: 34743

EVENT INFORMATION:

Type of Party: Evening of Hope Dinner Party Dates(s): March 26, 2024, June 18, 2

Event Location: Kissimmee Civic Center

☐ Arena ☐ Grand Ballroom ☐ Cypress Ballroom ☐ Magnolia Ballroom ☐ Oak Ballroom
☐ Sable Ballroom ☐ Lobby ☐ Willow Conference Room

Provide a brief description of your event:

Expected number of guests: 100 Does the party require a head table? ☑ Yes ☐ No

Will your event have props and/or decorations? ☑ Yes ☐ No If yes, what type? Table decorations and

Will your event require a designated dancing area? ☐ Yes ☑ No If yes, what size?

Move In/Set Up Time? 2:00 pm What time will your event begin? 6:00 pm

Move Out/Strike Time? 9:00 pm All equipment and supplies must be removed at the end of rental.

Event Rental:

Will your event require rental of linen from the City of Kissimmee? ☑ Yes ☐ No

Will your event require rental of AV equipment from the City of Kissimmee? ☑ Yes ☐ No

If yes, please complete below.

Up Lighting ☑ Yes ☐ No

Microphone ☑ Wireless ☐ Handheld ☐ Lavaliere

Screen? ☑ Yes ☐ No

Projector? ☑ Yes ☐ No

Event Contractors:

Event Planner/Company Name: N/A Contact Person:

Email Address: Business Phone: Cell Phone Number:

DJ/Company Name: Contact Person:

Email Address: Business Phone: Cell Phone Number:

Caterer/Name of Company: Contact person:

Email Address: Business Phone: Cell Phone Number:

Will alcoholic beverages be dispensed or served during your party? Yes (No)

All alcohol sales and/or consumption must be made through a licensed & insured vendor. **Initial** JM

Have you applied for a City of Kissimmee Alcohol Permit with the Kissimmee Police Department? ☐ Yes ☐ No

Bartender/Name of Company: N/A Contact Person:

Email Address: Business Phone: Cell Phone Number:

Alcohol may only be consumed on City property if the individual/private entity hosting the event obtains a Special Event Alcohol Permit. The approved alcohol Permit is due to the Event Coordinator 30 days before the event. Failure to obtain the permit or failure to abide by any law shall be grounds for denying or revoking the permit and/or cancellation of the event.

General Provisions, Policies and Procedures:

Communication and Transparency:

The Event Coordinator provides general guidance to the Licensee during the planning of the event. The Coordinator will make sure the Licensee is aware of and adheres to City of Kissimmee event guidelines and procedures. In turn the Licensee must communicate all event details, including past event performances, payment history, licensing, insurance and proof of nonprofit status.

- Licensee shall adhere to all safety and operating guidelines, as outlined in the Event Handbook, license agreement and Parks & Recreation policies. Event organizers are required to attend planning meetings and are responsible for distributing safety and operating guidelines to their vendors, sponsors and parade entrants. Non-adherence to safety and operating guidelines could result in event suspension or cancellation.

- Submission of an event application obligates the event organizer to provide past event performance, payment history, and contact information for past or current host venues, licensing, insurance and proof of nonprofit status.
- Client must supply a seating chart that shows ticket sections, and pricing for each section 30 days before event date. **Initial** JM

JANITORIAL / CLEANING:

- Event Staff will provide general cleaning of the premises before and after the event. General cleaning does not include removal of excessive trash, decorations, signage, props or equipment left by vendors, decorators or exhibitors.
- Licensee will be responsible for the removal of all trash (to the kitchen) for the duration of the license.
- Any cost incurred by the City of Kissimmee for excessive trash removal / cleaning will be charged directly to the licensee.

  All food / beverages must be removed from the facility. **INITIAL** JM

CATERING KITCHEN:

The Catering Kitchen is to be used for final food presentation, plating, and bussing only. The kitchen space will be provided in a clean condition and the space should be returned to a clean condition immediately following your event. A final walk-through with a member of our event staff is mandatory at the close of your event. **INITIAL** JM

- Caterers must remove all trash and recyclables from the site. Failure to remove or clean will result in the lost of your damage deposit.

DECORATING:

- All decorations must be free standing. Decorations cannot be stapled, taped, nailed or glued to any walls, windows, pillars and/or staging. Decorations cannot be suspended or hung from the ceiling.
- All decorating hours must occur within your rental time.

  As the licensee, you are responsible for any outside decorators.

  INITIAL JM

Cancellations:

- All cancellations must be submitted in writing.
- All cancellations will forfeit their reservation deposit.
- A 100% refund for the balance of any rental fees and/or payments shall be granted so long as the client notifies the Civic Center Event Coordinator thirty days prior to scheduled event.
- A 50% refund for the balance of any rental fees and/or payments shall be granted so long as the client notifies the Civic Center Event Coordinator fifteen – twenty-nine days prior to scheduled event.

  No refund of any rental fees and/or payments will be granted if the client notifies the Civic Center Event

  INITIAL JM

Exhibit A
Special Event Alcohol Policy for Sale and/or Service of Alcohol During Open to the Public Special Events

On all City owned Park property, for events which are open to the public, the following review and procedure will apply:

1. These procedures apply whether the event is free or admission is charged.
2. These procedures apply whether alcohol served is for free or for sale.
3. The organizer or promoter (Applicant) must complete a License Agreement form and submit it to the Events & Venues Supervisor or designee for review to assure compliance with all requirements.
4. On the application form Applicant must indicate which of the following distribution options it intends to use for the event:
   a. **CATERER OPTION:** Applicant may be or may retain a private alcohol provider or distributor who possesses a current and valid "Off Site Caterer's License" as issued by the State of Florida Division of Alcoholic Beverages – License 13 CT;

   OR

   b. **NON-PROFIT OPTION:** Applicant may be or may utilize a "Non-Profit Civic Organization" which is active with the State of Florida Division of Corporations to manage the alcohol sales. All requirements of Florida law must be complied with, including those requirements contained in the "Beverage Law" of Florida

Statute §561.422 (Non-profit civic organization; temporary permits.) These procedures apply whether alcohol served is for free or for sale.

5. Applicant must provide proof of alcohol liability insurance for event. For third party caterers or non-profit organizations, the Applicant must also provide proof of the alcohol liability insurance of the caterer or non-profit organization, with the City of Kissimmee listed as an "additional insured" on the policy.
6. Applicant must comply with all provisions of Florida law, specifically but not limited to the applicable Florida Beverage Law – Florida Statues §561.702 (Legislative Intent) and §561.705 (Responsible Vendor Qualification) and obtain the applicable State of Florida Alcoholic Beverage License, including "E-TIPS" training.
7. Applicant must apply for and obtain a Kissimmee Police Department (KPD) Alcoholic Beverage Permit – PD83-01, prior to submission.
    a. At a minimum, Applicant must secure and pay for the services of at least one CJST Certified Florida law enforcement officer for security purposes.
    b. Should the Kissimmee Police Department determine during its review process that an area shall be designated as a "Beer Garden" area, KPD will determine the size of the area, as well as the minimum number of law enforcement officers to be required based on the event and Applicant must provide for same and pay all required fees for services.
8. On the application, Applicant must disclose and list all prior events it hosted on City property for staff review or any past events. Events hosted by Applicant which did not comply with law, City policies or City directives may require additional measures for approval by staff.
9. All licenses and insurance must be in place 30 days prior to the event. If all licenses and insurance policies are not in place within 30 days of event, Applicant must secure and utilize a City concessionaire for alcohol sales.

EXHIBIT B
SPECIAL EVENT INSURANCE REQUIREMENTS (2.6.2)

The following classifications do not identify every possible event, but should provide a guideline for which category most events should fall under. Questions should be directed to the City of Kissimmee Risk Manager or Events and Venues Manager.

CLASS 1	CLASS 2	CLASS 3	CLASS 4
Limited Seating Club Activities Instructional Classes History Fairs Registrations Receptions	Attendance under 500 Plays/Musicals Walk-a-thons Dog Shows Garage Sales Beauty Pageants	Attendance over 500: Magic Shows Concerts Dances Auctions Athletic Events Parades Fishing Tournaments Festivals Civic Center Events Aquatic Center Events City Stage	Airport Events High Risk Events

Class 1: Insurance is optional and is at the discretion of the Risk Management Department. Risk Management will review the quantity of participants and the nature of the activity and/or product of sales to make a final determination.

Class 2: Minimum of $500,000 General Liability Insurance and $500,000 Umbrella **Or** $1,000,000 per occurrence General Liability naming the City of Kissimmee "additional insured".

Class 3: Minimum of $1,000,000 General Liability Insurance and $1,000,000 Umbrella **OR** $2,000,000 per occurrence General Liability naming the City of Kissimmee "additional insured".

Class 4: General Liability Insurance of $5,000,000 per occurrence/ $5,000,000 Auto/ $5,000,000 Umbrella are required naming the City of Kissimmee "additional insured"

PLEASE NOTE:

1. **Auto Liability Insurance** will be required in the amount of the general liability requirement if automobiles are used as part of the event.

2. **Product Liability Insurance** will be required if there is food/beverage sales or consumption at the event. Each food vendor must provide the Product Liability Insurance (minimum of $2,000,000).
3. **Workers Compensation** will be required if employees are hired for the event, according to Florida State Statutes.
4. **Liquor Liability Insurance** will be required if there is alcoholic beverage sales or consumption at event (minimum $1,000,000). This must name the City of Kissimmee **"additional insured".**

IMPORTANT:

1. The event organizer must provide proof of a current insurance certificate for the appropriate amount of general liability. The City of Kissimmee must be listed as "**additional insured**".
2. The event organizer is responsible for obtaining and submitting all required insurance certificates to the City of Kissimmee Parks & Recreation Department Director or designee no later than (15) days prior to the event date.
3. The Risk Management Department reserves the right to adjust insurance requirements on a per event basis.
4. Any event requesting a waiver or reduction in the required insurance levels must submit written notification of the request with the application/permit to the Events & Venues Manager no later than (60) calendar days prior to the event date. If the organization has any insurance-related questions, they may contact the Risk Management Officer at (407) 518-2111

Acceptance of General Provisions and Policies & Procedures:

The City of Kissimmee reserves the right to change or reassign renter to other facilities of equal or higher value.

This is a private rental associated with the above stated facility only and not the surrounding area and/or the park itself. This agreement is for a private function and not for an open to the public event with or without fees associated to said event. If another use is intended; the event organizer must adhere to all policies / procedures and general provisions as outlined below.

- I understand that it is my responsibility to ensure that any outside vendors contracted by me are aware, understand and abide by the policies set forth in this documentation. The Civic Center assumes no responsibility for any contractual obligations made between you and any vendors that are hired by you.

- This facility is located in a public park which is open to the general public. By renting this facility, you agree and understand that the actions of a 3rd party (of the general public) accessing or using the park cannot be controlled by the City. By renting this facility, you agree and understand that the City will not be responsible for any actions of the general public that take place outdoors during your rental, financially or otherwise. Examples shall include, but not be limited to: Interruptions in events; loud music or weather interference.

I have included my reservation deposit with my application and I fully understand that it is non- refundable.

I have read, understand and agree to abide by all policies/procedures and general provisions as outlined above.

Failure to abide by any of the above stated guidelines may result in termination of rental and be grounds for any future rentals.

I have read, understand and agree to abide by all policies/procedures and general provisions as outlined above.

Jacqueline Murray
Print Name

Jacqueline Murray
Signature

12/20/2023
Date

Evening of Hope Dinner-March 26, 2024

EXPENSES

TOTAL EXPENSES	Estimated	Actual
	$2,020.00	$2,060.00

Site	Estimated	Actual
Room and hall fees	$700.00	
Site staff		
Equipment		
Tables, chairs, & linen		
Total	**$700.00**	**$0.00**

Decorations	Estimated	Actual
Flowers		$40.00
Centerpieces		
Paper supplies		
Miscellaneous		
Total	**$0.00**	**$40.00**

Sponsorship	Estimated	Actual
Major sponsors		$2,020.00
Minor sponsors		
Other sponsors		
Total	**$0.00**	**$2,020.00**

In-Kind Donations	Estimated	Actual
Total	**$0.00**	**$0.00**

Refreshments	Estimated	Actual
Food	$1,200.00	
Drinks	$70.00	
Utensils, napkins	$50.00	
Total	**$1,320.00**	**$0.00**

Program	Estimated	Actual
Guest Speakers	$0.00	$0.00
Total	**$0.00**	**$0.00**

Awards	Estimated	Actual
Spirit of Service Award		
Total	**$0.00**	**$0.00**

Evening of Hope Dinner-March 26, 2024

INCOME

TOTAL INCOME Sponsorship	Estimated	Actual
	$2,020.00	$2,060.00

GUESTS

Estimated no.	Actual no.	Type	Price	Estimated income	Actual income
77	0	Adults @	$0.00	$0.00	$0.00
3	0	Children @	$0.00	$0.00	$0.00
0	0	Other @	$0.00	$0.00	$0.00
Total				**$0.00**	**$0.00**

ADS IN PROGRAM

Estimated no.	Actual no.	Type	Price	Estimated income	Actual income
		Covers @		$0.00	$0.00
		Half-pages @		$0.00	$0.00
		Quarter-pages @		$0.00	$0.00
Total				**$0.00**	**$0.00**

EXHIBITORS/VENDORS

Estimated no.	Actual no.	Type	Price	Estimated income	Actual income
		Large booths @		$0.00	$0.00
		Med. booths @		$0.00	$0.00
		Small booths @		$0.00	$0.00
Total				**$0.00**	**$0.00**

SALE OF ITEMS

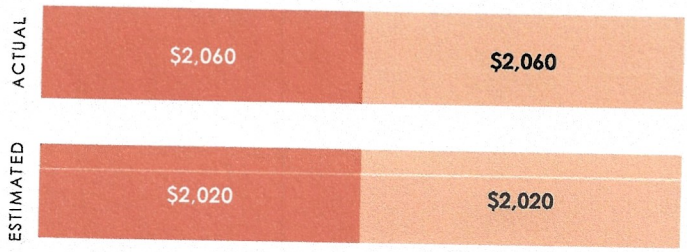
Estimated no.	Actual no.	Type	Price	Estimated income	Actual income
		Items @		$0.00	$0.00
		Items @		$0.00	$0.00
		Items @		$0.00	$0.00
		Items @		$0.00	$0.00
Total				**$0.00**	**$0.00**

Evening of Hope Dinner-March 26, 2024

PROFIT

LOSS SUMMARY

	Estimated	Actual
Total income	$2,020.00	$2,060.00
Total expenses	$2,020.00	$2,060.00
Total profit (or loss)	**$0.00**	**$0.00**



Evening of Hope Dinner-March 26, 2024

EXPENSES

TOTAL EXPENSES	Estimated	Actual
	$2,020.00	$2,060.00

Site	Estimated	Actual
Room and hall fees	$700.00	
Site staff		
Equipment		
Tables, chairs, & linen		
Total	**$700.00**	**$0.00**

Decorations	Estimated	Actual
Flowers		$40.00
Centerpieces		
Paper supplies		
Miscellaneous		
Total	**$0.00**	**$40.00**

Sponsorship	Estimated	Actual
Major sponsors		$2,020.00
Minor sponsors		
Other sponsors		
Total	**$0.00**	**$2,020.00**

In-Kind Donations	Estimated	Actual
Total	**$0.00**	**$0.00**

Refreshments	Estimated	Actual
Food	$1,200.00	
Drinks	$70.00	
Utensils, napkins	$50.00	
Total	**$1,320.00**	**$0.00**

Program	Estimated	Actual
Guest Speakers	$0.00	$0.00
Total	**$0.00**	**$0.00**

Awards	Estimated	Actual
Spirit of Service Award		
Total	**$0.00**	**$0.00**

Evening of Hope Dinner-March 26, 2024

INCOME

TOTAL INCOME Sponsorship	Estimated	Actual
	$2,020.00	$2,060.00

GUESTS

Estimated no.	Actual no.	Type	Price	Estimated income	Actual income
77	0	Adults @	$0.00	$0.00	$0.00
3	0	Children @	$0.00	$0.00	$0.00
0	0	Other @	$0.00	$0.00	$0.00
Total				**$0.00**	**$0.00**

ADS IN PROGRAM

Estimated no.	Actual no.	Type	Price	Estimated income	Actual income
		Covers @		$0.00	$0.00
		Half-pages @		$0.00	$0.00
		Quarter-pages @		$0.00	$0.00
Total				**$0.00**	**$0.00**

EXHIBITORS/VENDORS

Estimated no.	Actual no.	Type	Price	Estimated income	Actual income
		Large booths @		$0.00	$0.00
		Med. booths @		$0.00	$0.00
		Small booths @		$0.00	$0.00
Total				**$0.00**	**$0.00**

SALE OF ITEMS

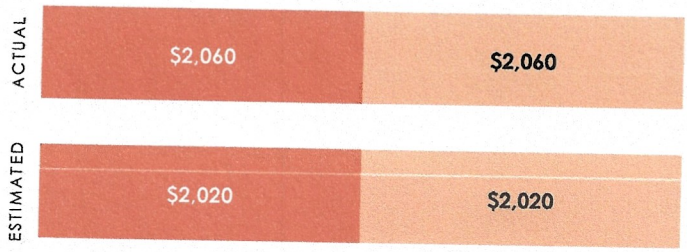
Estimated no.	Actual no.	Type	Price	Estimated income	Actual income
		Items @		$0.00	$0.00
		Items @		$0.00	$0.00
		Items @		$0.00	$0.00
		Items @		$0.00	$0.00
Total				**$0.00**	**$0.00**

Evening of Hope Dinner-March 26, 2024

PROFIT

LOSS SUMMARY

	Estimated	Actual
Total income	$2,020.00	$2,060.00
Total expenses	$2,020.00	$2,060.00
Total profit (or loss)	**$0.00**	**$0.00**



FLORIDA

Consumer's Certificate of Exemption

DR-14
R. 01/18

Issued Pursuant to Chapter 212, Florida Statutes

Certificate Number	Effective Date	Expiration Date	Exemption Category
85-8018498092C-4	08/30/2021	08/31/2026	501(C)(3) ORGANIZATION

This certifies that

BACK ON TRACK EMPLOYMENT SERVICES INC
221 BURNING TREE DR
KISSIMMEE FL 34743-8434

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.

FLORIDA

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.

CITY OF KISSIMMEE 1883

Event: Evening of Hope **Date:** Tuesday, March 26, 2024

Facility Fee:				
Grand Ballroom	$133.00 per hour		2:00 pm- 9:00 pm (7 hours x $133.00 per hour)	$931.00
Rental Items:				
Podium	$50.00/each		1 x Podium	$50.00
Projector & Screen Bundle	$250.00		1 x Projector & Screen Bundle	$250.00
Microphone	$25.00/each		1 x Microphone	$25.00
Stage Panels	$50.00/each		3 x Stage Panels	$150.00
6 ft Table Linen	$5.00/each		8 x 6ft Table Linen	$40.00
Round Table Linen	$10.00/each		13 x Round Table Linen	$130.00
Staff:				
Event Staff	$20.00/hour		1 Event Staff x 7 Hours x $20.00	$140.00
Taxes:			7.5%	$118.20
Damage Deposit (Refundable)			20%	$186.20
Total Estimate (With Tax)				**$2,020.40**
Reservation Deposit (Amount Paid on Balance to Hold Date - Non Refundable)				($400.00)
Total Due 30 Days Prior to Event				**$1,620.40**

FEE WAIVER GRANT RANKING FORM

Organization Name: The American Legion
Event Name: Vietnam Veterans Day

Event Date: 3/29/2024 **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 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?	**-5 /0/+5 POINTS**
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: $2000 **Previous Year's Fee Waiver Award: $0.00**

Fee Waiver Grant Program Request

Requesting Organization Information

Organization Information & Contact *

The American Legion

Full Legal Name of Organization

Bill Johnson

Name of Chief Officer/President

601-728-0357

Telephone Number

601-728-0357

Mobile Number

Organization Address *

205 Lakeview Dr,

Street Address

Kissimmee

City

Kissimmee

State/Region/Province

FL/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..

Event Contact Information

Bill Johnson

Name of Event Contact

Bill Johnson

Title of Event Contact

601 728 0357

Telephone

f <johnsonwj@aol.com>

Email

Event Information

Name of Event *

Vietnam Veterans Day

Fee Waiver Grant Program Request

Start Date & Time of Event *

03/29/2024 12:00 PM

MM/dd/yyyy HH:MM AM/PM

End Date & Time of Event *

03/29/2024 06:00 PM

MM/dd/yyyy HH:MM AM/PM

Estimated Number of Attendees *

100-250

Brief Description of Event *

This event will be a celebration of our Vietnam Veterans.
We plan to honor the day and those who served in many different way including with a reading of the names of those who served

Grant Request Amount *

2000.0 **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 *

03/29/2024 10:00 AM

MM/dd/yyyy HH:MM AM/PM

Event Strike Date & Time *

03/29/2024 07:49 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? *

- [x] Yes
- [ ] No

Will your event require vehicle access to the park?

- [ ] Yes
- [x] No

Will your event require road closures? *

- [ ] Yes
- [x] No

Will your event require portable restrooms? *

- [ ] Yes
- [x] No

Will your event require utilities? *

- [ ] No
- [x] Power
- [ ] Water

Will your event hire outside production companies? *

- [ ] Yes
- [x] 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
- [x] None

Fishing Tournament

Is the event a fishing tournament?

- [ ] Yes
- [x] No

Entertainment

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

- [ ] Yes
- [x] No

Will your event require a DJ?

- [x] 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 High School Band and ROTC

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? *

All media will be invited! We will work with the City of Kissimmee Strategic Communications team to send out a press release inviting the local news sources.

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 1919

Fee Waiver Grant Program Request

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

We were granted the 10th American Legion charter in 1920. The building was a log cabin built in 1870 and has been added to and refurbished over the years.

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

The American Legion is a membership based organization that will solicit their membership and partners to help support the event. The Legion is also partnering with the City of Kissimmee who has allocated different staff to help with marketing and the event set up.

Organization & Experience (50 Points)

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

○ Yes ◉ No

Has this specific event been previously produced? *

○ Yes ◉ No

What is the uniqueness of the proposed event? *

This event is going to honor those who served our country in the Vietnam war.

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

This event is designed to recognize the community. It will impact the residents who were/are in the military and their families, while also allowing the community to honor those who have served.

Event Revenue & Economic Impact (25 Points)

Will the proposed event impact local businesses? *

◉ Yes ○ No

Is so, please describe the impact:

It will generate business for the downtown restaurants and shops by bringing guests out during peak times such as lunch and dinner.

Fee Waiver Grant Program Request

Please attach your itemized event budget. *

Budget_Draft.xlsx

Marketing

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

This will be the first of many partnerships between the American Legion and the City for Kissimmee to honor our Military. The City of Kissimmee had a need for a partner to help develop unique events that celebrated the men and woman who served our country.
After discussions with the City Manager the American Legion is excited to co-produce events that represent and recognize the brave people who fought nd continue to fight for our freedom.

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

We will be doing flyer distribution, working with Positively Osceola and Facebook, we plan to have newspaper articles as well as promote the event thought the school district who is working with us to connect with local bands and ROTC.
We plan to work with the City of Kissimmee as our partner to also put the event on their social media channels and the road marques that can be found through out the City

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

Our current budget is $500 but we are leveraging several of our partnerships for in kind support with advertisements. If we re able to fundraise past our goal we will be able to allocate more funding to advertisement.

Collaboration

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

(•) Yes ( ) No

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

School District
Quilts of Valor
City of Kissimmee

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 plan to start working to get appropriate vendors but we were waiting on the City of Kissimmee to approve the event date. As of 1/31/24 they have given us the official word that we can have the event so we will start working to get local vendors to participate.

Name	Memo	Income	Expense	
Fundraising/Donations		$500.00		
American legion Contributions		$750.00		
DJ			$ 650.00	
City Expenses			$1,500	
Operating Supplies	(Water, printing, etc)		$ 100.00	
Marketing			$500	
		$1,250.00	$ 2,750.00	($1,500.00)

CITY OF KISSIMMEE 1883

Organization: Legion **Event Name: Vietnam Veterans Event** **Event Date: 03/29/2024**

Administration Fee	One time fee		Notes/Comments	Total
	$100.00		**One time charge**	**$100.00**
Premises Rented:	**Associated fee**		**Notes/Comments**	**Total Premises rented**
Hawk Pavilion	**$125.00**			$125.00
				$0.00
Rental Items:	**Associated Fee**		**Notes/Comments**	**Total Rental items**
TV	**$75.00**	2	2 TVs x $75.00	$150.00
Microphone	**$25.00**	1	1 Microphone x $75.00	$25.00
Portable Sound System	**$250.00**	1	1 Portable Sound System x $250.00	$250.00
	$0.00	0		$0.00
	$0.00	0		$0.00
	$0.00	0		$0.00
	$0.00	0		$0.00
Non Taxed Rental Items:	**Associated Fee**		**Notes/Comments**	**Total Taxes:**
	$0.00	0		$0.00
	$0.00	0		$0.00
Taxes:	**Tax Rate**		**Notes/Comments**	**Total Taxes:**
	N/A			EXEMPT
Staffing and Personnel Requirments:	**Hourly Rate**	**Count**	**Notes/Comments**	**Total for Staffing/Personnel (Non Taxable Fees)**
Event Monitor	$20.00	**8**	1 Event Monitors x 8 Hours	$160.00
Facility Technician	$20.00	**8**	1 Facility Technician x 8 hours	$160.00
Fire Inspector	$30.00	**0**		$0.00
EMT (Emergency Medica l Technician)	$35.00	**0**		$0.00
Security	$30.00	**0**		$0.00
KPD	$55.00	**0**		$0.00
Crowd Managers	$25.00	**0**		$0.00
			Notes/Comments	
Total Fee's and Charges:				**$970.00**
Damage Deposit			**20% of Facility Rental fee;Refundable; Additional Fee on Total Charges**	$25.00
Fee Waiver Amount (if applicable)			**Must apply via kissimmee.gov; only available to non profit organizations**	$0.00
Remaining Balance Due			**Due 30 days in advance of event date**	**$995.00**
Reservation Deposit			**Required at time of booking; Applied to total due; Non refundable Fee)**	$0.00

***Event Quote is subject to change based off of clients event needsand requests**

2023/2024 Fee Grant Request
Period 2, Events occuring February 1, 2024 - May 31, 2024

EVENT	Requested Date	22/23 Amount	Requested Amount	Year of award / Sunset year	Est. City Expenses	Awarded	Scored	Ed	Al	Robin	Hannan	David	Hamza	Vanessa	Linda	Manny	Total
JILM Revival	12/20/2023	n/a	$3,000	1	$2,468.75	1,234.38	48.5	38	35	30	40	70	45	35	95		388
Kissimmee 5K	2/10/2024	$1,800	$3,000	4	$7,192.50	1,200.00	97.5	95	100	100	100	90	95	100	100		780
Ladies Expo	2/24/2024	n/a	$2,000	1	$1,817.00	1,090.20	52.25	65	30	45	40	60	48	35	95		418
Bridal Ball	3/9/2024	n/a	$3,000	1	$2,000.68	1,400.48	61.875	45	45	60	60	60	60	70	95		495
Hop on Downtown	3/30/2024	$3,000	$3,000	2	$8,567.40	2,400.00	98	95	100	100	100	90	99	100	100		784
PVA Citrus Slam	04/06-07/2024	$938	$3,000	3	$1,257.50	754.50	92.5	85	90	95	95	90	85	100	100		740
Opportunity Center Gala	4/27/2024	n/a	$2,600	1	$2,565.00	2,052.00	71.25	75	50	60	80	70	70	65	100		570
CAFA Fusion	4/28/2024	$4,720	$3,000	Signature	$10,137.50	4,840.00	98.75	95	100	100	100	100	100	100	95		790
			$4,840														
Women's Agents of Peace	5/16/2024	n/a	$3,000	1	$1,561.00	936.60	56.875	65	30	50	65	70	35	45	95		455
OCVC Veteran's Ball	5/18/2024	n/a	$3,000	1	$3,640.00	2,700.00	81.25	60	80	70	80	85	75	100	100		650
Touching the Throne	6/29/2024	n/a	$3,000	1	$2,250.00	1,350.00	50.625	65	30	25	70	70	30	35	80		405
Dine with the Departed	3/9/2024	$483	$3,000	Sunset	$1,230.00		0										0
March for Meals 5K	3/16/2024	$1,800	$3,000	Sunset	$7,684.00		0										0
Evening of Hope Dinner	3/26/2024	n/a	$3,000	1	$2,020.00		0										0
Vietnam Veterans Day	3/29/2024	n/a	$2,000	1	$970.00		0										0
			$36,440		$43,457.33	19,958.16											

Total amount awarded for Period 1 October 2023-January 2024 $25,835.00
Total amount awarded for Period 2 February 2024 - May 2024 $19,958.16

Total for Fiscal Year $45,793.16

ITEM 5.B
Fee Waiver Grants Period III

Item Details
Fee Waiver Grant Scoring for the following grant submissions that were submitted for Period III:

- Bridal Ball
- CAFA Awards Banquet
- Ingrid Figueroa Boriken Gala

Attachment(s):
1. Bridal Ball Binder
2. CAFA Binder
3. PR Gala Awards Binder
4. 2023-2024 Fee Grant Spreadsheet - Period III Rev

FEE WAIVER GRANT RANKING FORM

Organization Name: Candyland Designs

Event Name: Bridal Ball: Vow Renewal Ceremony and Celebration 2024

Event Date: 6/8/2024 **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 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?	**-5 /0/+5 POINTS**
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: $3,000.00 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

4079065582

Telephone Number

3217463933

Mobile Number

Organization Address *

115 N Stewart Ave

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 *

501c3.pdf

Event Contact Information

Leia Perez

Name of Event Contact

President

Title of Event Contact

3217463933

Telephone

candylanddesignsco@gmail.com

Email

Event Information

Fee Waiver Grant Program Request

Name of Event *

Bridal Ball: Vow Renewal Ceremony & Celebration 2024

Start Date & Time of Event *

06/08/2024 05:00 PM

MM/dd/yyyy HH:MM AM/PM

End Date & Time of Event *

06/08/2024 10:00 PM

MM/dd/yyyy HH:MM AM/PM

Estimated Number of Attendees *

100

Brief Description of Event *

Experience your cherished day once more by renewing your wedding vows in the company of other couples. After the group vow renewal ceremony, we invite you to join us for a wedding reception with a champagne toast, live entertainment, dinner, prizes, and a beautiful wedding cake.
This fundraiser event supports Wedding Wish, a nonprofit organization in Central Florida dedicated to providing wedding and mental health services to couples facing life-altering health challenges.
Your Vow Renewal Registration Will Include:
Participation in the Wedding Wish Vow Renewal Ceremony
A commemorative vow renewal certificate signed by the officiant
Enjoyable dinner and wedding cake from Candyland Designs
A post-ceremony celebratory toast presented by Everything Dee'Luxe
A gift bag from local Central Florida businesses
A keepsake photo captured against a romantic backdrop
A chance to win a dreamy second honeymoon getaway!
Friends/Family Registration Will Include:
Observation of the Wedding Wish Vow Renewal Ceremony
Enjoyable dinner and wedding cake from Candyland Designs
A post-ceremony celebratory toast presented by Everything Dee'Luxe

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 *

06/08/2024 02:00 PM

MM/dd/yyyy HH:MM AM/PM

Fee Waiver Grant Program Request

Event Strike Date & Time *

06/08/2024 10:00 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

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

Fee Waiver Grant Program Request

Is the event a fishing tournament?

○ Yes ◉ No

Entertainment

Will your event require alcoholic beverages to be dispenses 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

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

Fee Waiver Grant Program Request

Will your event require banners to be hung? *

(•) Yes ( ) No

At what level will your event be promoted? *

[x] Local [ ] Regional [ ] National

Will the media be invited? *

( ) Yes (•) No

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

none

Organizational Structure

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

How long has the sponsoring organization been incorporated? *

4 years

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

4 years

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

As of now, Wedding Wish operates with a dedicated team of volunteers passionate about our mission. While we don't have a formal Local Organizing Committee structure, our founder, Leia Perez, oversees the organization's activities, working closely with a diverse team of volunteers with various skills and backgrounds. Volunteers are recruited through social media, community outreach, and partnerships with local organizations.
Recruitment methods include:
Social Media Campaigns: We leverage platforms like Instagram, Facebook, and LinkedIn to share our mission and call for volunteers. Regular posts and stories keep our audience informed about opportunities to get involved.
Community Partnerships: Collaborations with local businesses, schools, and community groups help spread the word about volunteer opportunities. We often attend local events to connect with potential volunteers.
Online Platforms: Utilizing volunteer recruitment websites and platforms allows us to reach a broader audience interested in contributing to meaningful causes.
Word of Mouth: Our existing volunteers play a crucial role in recruiting new members. Their positive experiences and dedication serve as powerful testimonials.
Events and Workshops: Hosting informational events and workshops provides interested individuals with insights into our organization and the impact they can make.
While we don't have a formal committee chart, we value collaboration and teamwork, ensuring that each volunteer feels integral to the Wedding Wish community.

Fee Waiver Grant Program Request

Organization & Experience (50 Points)

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

- (•) Yes
- ( ) No

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

Royal Tea Party & Brunch
Gingerbread House Workshop
Wellness Workshop
Kids Cupcake Competition
Night Under the Stars Charity Gala
Pop Up Sip & Shop Black Friday
Black Friday Holiday Expo

Has this specific event been previously produced? *

- ( ) Yes
- (•) No

What is the uniqueness of the proposed event? *

The proposed Bridal Ball stands out as a distinctive and enchanting event, offering couples a magical experience as they come together to renew their wedding vows. What sets this celebration apart is the collective nature of the Group Vow Renewal Ceremony, fostering a shared and heartwarming recommitment among couples. Beyond the ceremony, the event unfolds into a delightful wedding reception, complete with a champagne toast, live entertainment, delectable dinner, enticing prizes, and an exquisitely crafted wedding cake. What makes the Bridal Ball truly unique is its dual purpose as a fundraiser for Wedding Wish, a nonprofit organization dedicated to providing wedding and mental health services for couples navigating life-altering health challenges. Attendees not only partake in joyous festivities but also contribute to a meaningful cause. The event ensures a lasting impact with commemorative elements such as vow renewal certificates, keepsake photos, and the chance to win a dreamy second honeymoon getaway. Inclusive by design, the Bridal Ball extends its embrace to friends and family, creating a sense of community and shared joy throughout the celebration.

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

The proposed Bridal Ball serves as a dynamic and meaningful platform that aligns with the mission of Wedding Wish, a nonprofit organization dedicated to providing wedding and mental health services to couples facing life-altering health challenges. The event becomes a key fundraising initiative, contributing vital resources to support the organization's mission. As couples come together to renew their wedding vows in a collective ceremony, the Bridal Ball not only creates a magical and memorable experience for them but also raises awareness about the unique challenges these couples face. The funds generated from the event play a crucial role in sustaining Wedding Wish's efforts to provide essential services that go beyond the celebration of love. This includes mental health support, ensuring the holistic well-being of couples dealing with health-related obstacles. The Bridal Ball, therefore, acts as a vehicle for community engagement, amplifying the impact of Wedding Wish in residents' lives by offering tangible support and fostering a sense of togetherness.

Event Revenue & Economic Impact (25 Points)

Will the proposed event impact local businesses? *

- (•) Yes
- ( ) No

Is so, please describe the impact:

Yes, the proposed Bridal Ball has a positive impact on local businesses. By collaborating with local vendors, such as caterers, bakeries, and floral designers, the event provides an opportunity for these businesses to showcase their products and services. The engagement of local businesses not only contributes to the success of the event but also fosters economic growth within the community. Furthermore, the event's potential to attract attendees from the local area can drive foot traffic to nearby establishments, supporting the overall vibrancy and sustainability of local businesses. In essence, the Bridal Ball serves as a platform to strengthen ties between Wedding Wish and the local business community, creating a mutually beneficial relationship.

Please attach your itemized event budget. *

Bridal_Ball_Event_Budget_-_Bridal_Ball.pdf

Marketing

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

The proposed Bridal Ball significantly benefits the image and reputation of the City in several ways. Firstly, it positions the City as a hub for meaningful and joyous community events, showcasing its commitment to fostering love, celebration, and support for residents facing life-altering health challenges. The event's focus on vow renewals, communal celebrations, and philanthropy reflects positively on the City's values of compassion and community engagement.
Secondly, by hosting an event that supports a nonprofit organization like Wedding Wish, the City demonstrates its dedication to social responsibility and the well-being of its residents. This commitment to social impact enhances the City's reputation as a caring and compassionate community that goes beyond typical municipal functions to support causes that matter.
Lastly, the Bridal Ball's potential to attract attendees from both within and outside the City can positively impact tourism and local businesses. A well-executed and widely publicized event contributes to the City's image as an inviting and vibrant destination for celebrations, further enhancing its appeal to residents and visitors alike.

Fee Waiver Grant Program Request

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

The Bridal Ball will employ a comprehensive advertising strategy to maximize outreach and engagement. The advertising plan includes various forms of promotion over different timelines to build anticipation and ensure a wide audience reach.
Forms of Advertisement:
Social Media Campaign (3 months prior):
Platforms: Facebook, Instagram, Twitter
Engaging posts, countdowns, and sharing participant stories
Paid advertising for increased visibility
Local Community Flyers (2 months prior):
Distribution to local businesses, community centers, and event venues
Eye-catching design and concise event details
Press Releases to Local Media (2.5 months prior):
Distribution to local newspapers, magazines, and online publications
Highlighting the uniqueness of the event and its charitable aspects
Collaboration with Local Wedding Industry Professionals (Ongoing):
Partnering with wedding vendors and influencers for mutual promotion
Featured articles and mentions in local wedding blogs and publications
Community Calendars and Event Listings (3 months prior):
Inclusion in local event calendars, both online and offline
Regular updates and reminders as the event date approaches
Email Campaigns (2.5 months prior):
Targeted emails to local subscribers and previous event attendees
Highlighting event details, benefits, and the impact on the community
Official Event Website (Ongoing):
Regularly updated with event details, participant testimonials, and news
Easy registration process and sharing options
Collaboration with Local Influencers (2 months prior):
Engaging local influencers for event promotion on their platforms
Leveraging their reach and credibility to boost event visibility
Timeline:
3 months prior: Initiate social media campaign, engage local influencers, and distribute press releases.
2.5 months prior: Launch email campaigns, contact local media for coverage, and start community flyer distribution.
2 months prior: Collaborate with local wedding professionals, enhance social media efforts, and engage in influencer partnerships.
Ongoing: Maintain regular updates on the official event website, continue social media engagement, and finalize collaborations.
This comprehensive advertising strategy aims to create sustained excitement, build anticipation, and ensure maximum participation in the Bridal Ball.

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

The sponsoring organization is committed to allocating 25% of the total budget towards advertising efforts for the Bridal Ball. This financial commitment will be strategically utilized to implement a comprehensive and impactful advertising plan, encompassing various channels to maximize outreach and engagement. The goal is to ensure a broad audience reach, create anticipation, and promote the event effectively in alignment with its objectives.

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: *

- DJ4Beadz
- Everything Dee'Luxe
- Mercy & Grace Weddings and Events
- No Limit Health & Education
- The Ginger Officiant

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

BRIDAL BALL EVENT BUDGET

Projected Ticket Sales:	$0.00	Actual Ticket Sales:	
Projected Event Sales	250	Actual Event Sales	$0.00
Projected Expenses:	$2,123.50	Actual Expenses:	$0.00
Projected Profit:	-$1,873.50	Actual Profit:	$0.00

CATEGORY		PROJECTED SUBTOTAL	ACTUAL	COMMENTS
Venue	SUBTOTALS	**$ 733.50**	**$ -**	
Location Rental		$ 233.50		Kissimmee Civic Center
Equipment Rental		$ 500.00		N/A
Décor	SUBTOTALS	**$ -**	**$ -**	
Decorations		$ -	$ -	Mercy & Grace Events
Lighting		$ -	$ -	N/A
Event Programming	SUBTOTALS	**$ 300.00**	**$ -**	
Speakers		$ -	$ -	The Ginger Officiant
Performers		$ -	$ -	Saxophonist, SInger, Magician
Video & Photography		$ -	$ -	Pics by Meli
Games		$ 100.00		rings, sand frame
Photo Booth		$ 200.00		Supplies purchases
Social Media	SUBTOTALS	**$ 130.00**	**$ -**	
Facebook		$ 50.00	$ -	
Instagram		$ 50.00	$ -	
Google		$ 30.00	$ -	
Advertising	SUBTOTALS	**$ 400.00**	**$ -**	
Online		$ 100.00	$ -	Google, Eventbrite, Eventful
Print		$ 200.00	$ -	uprinting & sunrise tickets + brochures
Swag Bags		$ 100.00	$ -	bags, brochure
Refreshments	SUBTOTALS	**$ 560.00**	**$ -**	
Drinks & Appetizers		$ 200.00	$ -	champagne, liquor, soda, tea
Food		$ 160.00	$ -	pasta, meat, sauce, bread, salad
Chaffers & Servers		$ 200.00	$ -	plates + chaffeurs+dispensers

Organization: Wedding Wish by Candyland Design**s Event:** Bridal Ball **Date:** June 8, 2024

Facility Fee:				
Grand Ballroom	$133.00 per hour		2:00 pm- 10:00 pm (8 hours x $133.00 per hour)	$1,064.00
Rental Items:				
Ballroom Screen	$75.00 Each		2 Screens	$150.00
Ballroom Projector	$125.00 Each		2 Projectors	$250.00
Microphone	$25.00		1 Microphone	$25.00
Staff:				
Event Supervisor (2pm-10pm)	$30.00/hr		1 Event Supervisor x 8 Hours x $30.00/hr	$240.00
Event Staff (2pm-10pm)	$20/hr		1 Event Staff x 8 Hours x $20.00/hr	$160.00
Taxes:			7.5%	$111.68
Total Estimate (With Tax)				**$2,000.68**
Damage Deposit (Refundable)			20%	$212.80
Fee Waiver Amount				**TBD**
Total Due 30 Days Prior to Event				**TBD**

FEE WAIVER GRANT RANKING FORM

Organization Name: Caribbean and Floridian Association, Inc.

Event Name: Annual Scholarship & Community Awards Banquet

Event Date: 8/4/2024 **Year of fee waiver award: 3**

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 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?	**-5 /0/+5 POINTS**
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: $3,000.00 **Previous Year's Fee Waiver Award: $1,039.50**

Fee Waiver Grant Program Request

Requesting Organization Information

Organization Information & Contact *

Caribbean And Floridian Association, Inc.

Full Legal Name of Organization

Arnold King

Name of Chief Officer/President

407-694-7497

Telephone Number

407-694-7497

Mobile Number

Organization Address *

PO Box 450786

Street Address

Kissimmee

City

FL

State/Region/Province

34743

Postal / Zip Code

United States

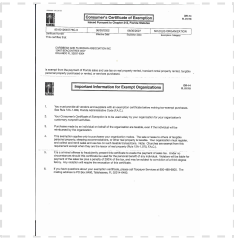
Country

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 *



CAFA_Tax_Exempt_Certificate-07-06-22.pdf.jpeg

Fee Waiver Grant Program Request

Event Contact Information

Arnold King

Name of Event Contact

President

Title of Event Contact

407-694-7497

Telephone

aking_39@yahoo.com

Email

Event Information

Name of Event *

Annual Scholarship & Community Awards Banquet

Start Date & Time of Event *

08/04/2024 10:40 AM

MM/dd/yyyy HH:MM AM/PM

End Date & Time of Event *

08/04/2024 10:40 AM

MM/dd/yyyy HH:MM AM/PM

Estimated Number of Attendees *

250

Brief Description of Event *

The CAFA Scholarship & Community Awards Banquet is an event held annually at the Kissimmee Civic Center where we award scholarships to high school graduates who are selected from a rigorous qualification process upon graduation from high school and have demonstrated acceptance to attending an accredited college/university to pursue their career studies. We also make presentations to acknowledged community leaders and operatives who have distinguished themselves through leadership and community service and has assisted CAFA in the performance of its mission.

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.

Fee Waiver Grant Program Request

Event Setup Date & Time *

08/04/2024 10:00 AM

MM/dd/yyyy HH:MM AM/PM

Event Strike Date & Time *

12/07/2023 07:00 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

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

Fee Waiver Grant Program Request

Fishing Tournament

Is the event a fishing tournament?

○ Yes ◉ No

Entertainment

Will your event require alcoholic beverages to be dispenses 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

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?

- [x] Podium
- [ ] Easels
- [x] Projector & Screen
- [ ] TV/VCR/DVD Player
- [ ] Microphones
- [ ] Extension Cords/Power Strips
- [ ] None

Promotions

Will your event require banners to be hung? *

◉ Yes ○ No

Fee Waiver Grant Program Request

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? *

Radio/Social Media/Newspapers/Internet, etc.

Organizational Structure

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

How long has the sponsoring organization been incorporated? *

1990

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

1991

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

Arnold King-President
Dr. Carmore Shaw-Vice-President
Ms. Shelley Briggs-Recording Secretary
Ms. Cheryl Reid-Payne-Corresponding Secretary
Ms. Nicole Reid-Treasurer
Ms. Penny Phipps-Asst. Treasurer
CAFA is able to draw on resources from prior Scholarship awardees and also other community partners, such as; Trinidad and Tobago Association of Central Florida, Coalition of Barbados Association of Central Florida and Caribeean Students Association of University of Central Florida.

Organization & Experience (50 Points)

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

◉ Yes ○ No

Fee Waiver Grant Program Request

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

Caribbean Fusion Festival-April 2023

Has this specific event been previously produced? *

(•) Yes ( ) No

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

Scholarship and Community Awards-August 2023-Kissimmee Civic Center

What is the uniqueness of the proposed event? *

In addition to awarding students, the Scholarship Banquet also recognized Individual Community Leaders who have demonstrated exceptional leadership, community service and commitment to student success in Florida.

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

The Caribbean and Floridian Association, Inc. (CAFA) is a non-profit organization that is organized exclusively for charitable, educational, religious and scientific purposes for all members of the community. The mission of CAFA (Caribbean And Floridian Association, Inc.) shall be to provide charitable and humanitarian services to improve the quality
of life of the disadvantaged, youth and elderly at risk in Central Florida.

Event Revenue & Economic Impact (25 Points)

Will the proposed event impact local businesses? *

(•) Yes ( ) No

Is so, please describe the impact:

Many attendees will travel to Kissimmee on that day and will purchase gas, food and other essential services while in the city.

Please attach your itemized event budget. *

CAFA-2024_Scholarship_and_Community_Awards_Budget.xlsx

Marketing

Fee Waiver Grant Program Request

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

Give that there has been a growing crisis in American education. Too many kids are falling through the cracks. They're either not reaching their full potential or dropping out altogether, which is having enormously negative consequences on
their lives and our communities. Through this program, we are able to assist the City of Kissimmee target and ensure that
disadvantaged children achieve their desire for higher education.

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

Advertising will commence in June utilizing the following:
Print
Radio
Internet
Community Bulletins

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

$500

Collaboration

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

(•) Yes ( ) No

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

TTAC-$1,500

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: *

CJ Printing
Alpha Specialty
GoldenKrust

0000090 04/16/22

FLORIDA

Consumer's Certificate of Exemption

Issued Pursuant to Chapter 212, Florida Statutes

DR-14
R. 01/18

Certificate Number	Effective Date	Expiration Date	Exemption Category
85-8012645776C-3	06/30/2022	06/30/2027	501(C)(3) ORGANIZATION

This certifies that

CARIBBEAN AND FLORIDIAN ASSOCIATION INC
12467 BEACONTREE WAY
ORLANDO FL 32837-6304

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.

FLORIDA

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.

CAFA-2024 Scholarship & Community Awards Budget			
Expenses			
Civic Center Hall Rental			2,500.00
Scholarship/Community Awards			10,000.00
Printing			250.00
Refreshments/Audio/Entertainment			3,000.00
Advertising			500.00
Total Expenses			**16,250.00**
Donations/Contributions			
CAFA			10,000.00
Private Donations/Scholarships			6,250.00
Total Donations			**16,250.00**

CITY OF KISSIMMEE 1883

Household#:
XXXXX

Event: **CAFA Awards Banquet**		Date: **August 4, 2024**	Time: **10am - 7pm**	
Facility Fee:		**Price**	**Notes**	**Total**
Grand Ballroom		$130.00/ per hour	9 hours	$1,170.00
Rental Items:				
Podium		$50.00	1 x Podium	$50.00
Ballroom Projector + Screen		$250.00	1 x Bundle (2 Projectors + Screens)	$250.00
Staff:	**Shift:**			
Event Monitor	**9:30am-7pm**	$20.00/per hour	1 Event Monitor (9hrs x $20.00/per hour)	$180.00
Additional Fees:				
Taxes:			7.5% of Total Facility Fees + Rental Items	EXEMPT
Damage Deposit (*Refundable*)			**20% of Total Facility Fees**	**$234.00**
Discounts:				
Total Estimate (With Tax, Without Damage Deposit)				**$1,650.00**
Fee Waiver Grant				**TBD**
Reservation Deposit (Amount Paid to Hold Date - Non Refundable)			***Due:***	**$400.00**
Total Due 30 Days Prior to Event			***Due: July 4, 2024***	**$1,884.00**
Amount Paid				**$0.00**

Total Estimate (With Tax, Without Damage Deposit)

FEE WAIVER GRANT RANKING FORM

Organization Name: Centro Cultural Puertorriqueno dba Desflie Peurtorriqueno de lad Florida

Event Name: The Ingrid Figueroa Boriken Gala & Awards

Event Date: 09/13/2024 **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 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?	**-5 /0/+5 POINTS**
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: $3,000.00 **Previous Year's Fee Waiver Award: n/a**

Fee Waiver Grant Program Request

Requesting Organization Information

Organization Information & Contact *

Centro Cultural Puertorriqueño dba Desfile Puertorriqueño de la Florida

Full Legal Name of Organization

Iran Mendez

Name of Chief Officer/President

407-709-7269

Telephone Number

407-709-7269

Mobile Number

Organization Address *

P. O. Box 702558

Street Address

Saint Cloud

City

FL

State/Region/Province

34770

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 *

Tax_Exemption.pdf

Event Contact Information

Iran Mendez

Name of Event Contact

President

Title of Event Contact

407-709-7269

Telephone

imendezdesfileprosceola@gmail.com

Email

Event Information

Fee Waiver Grant Program Request

Name of Event *

The Ingrid Figueroa Boriken Gala & Awards

Start Date & Time of Event *

09/13/2024 06:00 PM

MM/dd/yyyy HH:MM AM/PM

End Date & Time of Event *

09/13/2024 11:00 PM

MM/dd/yyyy HH:MM AM/PM

Estimated Number of Attendees *

200

Brief Description of Event *

The Boriken Awards are granted to young people and adults of Puerto Rican descent who have stood out in different categories and have contributed to the development of our Hispanic community in the Central Florida Region. The awards not only symbolize personal achievement but also consistent and significant contribution to the community and business.

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 *

09/13/2024 11:00 AM

MM/dd/yyyy HH:MM AM/PM

Event Strike Date & Time *

09/13/2024 11:00 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. *

We will provide information, in the process of seeking for audio companies.

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

Fee Waiver Grant Program Request

Will your event require alcoholic beverages to be dispenses 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 area performers.

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?

- [x] Podium
- [ ] Easels
- [x] Projector & Screen
- [x] TV/VCR/DVD Player
- [x] Microphones
- [x] Extension Cords/Power Strips
- [ ] None

Promotions

Will your event require banners to be hung? *

(•) Yes ( ) No

At what level will your event be promoted? *

- [x] Local
- [ ] Regional
- [ ] National

Fee Waiver Grant Program Request

Will the media be invited? *

(•) Yes ( ) No

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

Radio, Televisión and Newspaper.

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 2012 our organization has been incorporated.

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

Our organization was founded in 2009. We are a nonprofit organization run by volunteers and a Board of Directors..

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

We have a Board of Directors and 4 committee members as well we recruit volunteers thru social media, word of mouths, and community events to facilitate this event.
Rogelio Figueroa: President Centro Cultural
Iran Mendez: President Desfile Puertorriqueño de la Florida
Vice-president: vacant
Maritza Pinto: Secretary , Frances Gonzalez: Treasure
Committees:
Joanne Pietri: Pageant Coordinator, Sandy Springer: Parade Coordinator, Ivan Marrero: Musical Director
Wilman De Jesus: Media Coordinator
.

Organization & Experience (50 Points)

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

(•) Yes ( ) No

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

Puerto Rican Day Parade and Business Expo
2018, 2019, 2022 and 2023 at the Kissimmee Lake Front Park
The Ingrid Figueroa Boriken Gala and Awards ceremony at the Kissimmee Civic Center.

Fee Waiver Grant Program Request

Has this specific event been previously produced? *

(•) Yes ( ) No

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

The Ingrid Figueroa Boriken Gala and Awards Ceremony was held at the Kissimmee Civic Center on September 22, 2023.

What is the uniqueness of the proposed event? *

Since 2011 is our intention to recognize our young people and adults in our community in several categories that includes outstanding adult and youth in community services, performing arts and businesses.

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

Is our intention to celebrate an annual event that will celebrate the diversity of our community, and promote the integration of Hispanic into activities of our community.

Event Revenue & Economic Impact (25 Points)

Will the proposed event impact local businesses? *

(•) Yes ( ) No

Is so, please describe the impact:

Visitors from Puerto Rico and other areas from the state will have the opportunity to visit the city. There will be spending money in hotels, amusement parks and shopping.

Please attach your itemized event budget. *

The_Ingrid_Figueroa_Boriken_Gala_Tentative_Budget.docx

Marketing

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

An aggressive advertisement campaign will begin in February with presenting material and all kind of social media including radio, internet, ads from Puerto Rico, and other areas that will show case and promote the City of Kissimmee.

Fee Waiver Grant Program Request

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

We will have newspapers ads, social media, TV, flyers, billboards, networking events.

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

$18,000.

Collaboration

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

(•) Yes ( ) No

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

The Desfile Puertorriqueño de la Florida has developed strong partnerships with different organizations such as Asociación de Puertorriqueños Viviendo en la Florida.

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 are currently working on getting our supporters. We commitments with Melao Bakery that have been our sponsor since 2011, Ingrid Boutique, Images development and De todo un Poco TV.

0000012 02/04/23

FLORIDA

Consumer's Certificate of Exemption

Issued Pursuant to Chapter 212, Florida Statutes

DR-14
R. 01/18

Certificate Number	Effective Date	Expiration Date	Exemption Category
85-8015963709C-5	07/18/2022	07/31/2027	501(C)(3) ORGANIZATION

This certifies that

CENTRO CULTURAL PUERTORRIQUENO INC
1633 E VINE ST STE 207
KISSIMMEE FL 34744-3736

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.

FLORIDA

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, ple . The mailing address is PO Box 6480, Tallahassee, FL 32314-64

EIN-45-3692841

HARMONY BEHAVIORAL HEALTH "Your Public Sector Partner" (877) 712-5340

The Ingrid Figueroa Boriken Gala & Award

Tentative Budget

Venue:	$2000.00
Awards:	$500.00
Music & Audio:	$3000.00
Decorations:	$1000.00
Food & Beverage:	$6000.00

CITY OF KISSIMMEE 1883

Organization: Desfile Centro Cultrural Puertoriqueno Event Name: The Ingrid Figueroa Boriken Gala Event Date: Friday, September 13th, 2024

Administration Fee	One time fee		Notes/Comments	Total
	$100.00		One time charge	$100.00
Premises Rented:	**Associated fee**		**Notes/Comments**	**Total Premises rented**
Grand Ballroom	$1,064.00		8 Hrs.	$1,064.00
				$0.00
Rental Items:	**Associated Fee**		**Notes/Comments**	**Total Rental items**
Stage	$50.00	4		$200.00
Projector & Screens - Ballrooms	$250.00	1		$250.00
Microphone	$25.00	1		$25.00
Podium	$50.00	1		$50.00
	$0.00	0		$0.00
	$0.00	0		$0.00
	$0.00	0		$0.00
Non Taxed Rental Items:	**Associated Fee**		**Notes/Comments**	**Total Taxes:**
	$0.00	0		$0.00
	$0.00	0		$0.00
Taxes:	**Tax Rate**		**Notes/Comments**	**Total Taxes:**
	7.50%			$119.18
Staffing and Personnel Requirments:	**Hourly Rate**	**Count**	**Notes/Comments**	**Total for Staffing/Personnel (Non Taxable Fees)**
Event Monitor	$20.00	0		$0.00
Facility Technician	$20.00	0		$0.00
Fire Inspector	$30.00	0		$0.00
EMT (Emergency Medica l Technician)	$35.00	0		$0.00
Security	$30.00	0		$0.00
KPD	$55.00	0		$0.00
Crowd Managers	$25.00	0		$0.00
			Notes/Comments	
Total Fee's and Charges:				**$1,808.18**
Damage Deposit			**20% of Facility Rental fee;Refundable; Additional Fee on Total Charges**	$212.80
Fee Waiver Amount (if applicable)			**Must apply via kissimmee.gov; only available to non profit organizations**	$0.00
Remaining Balance Due			**Due 30 days in advance of event date**	**$2,020.98**
Reservation Deposit			**Required at time of booking; Applied to total due; Non refundable Fee)**	$0.00

***Event Quote is subject to change based off of clients event needsand requests**

2023/2024 Fee Grant Request
Period III, Events occuring June 1, 2024 - September 30, 2024

EVENT	Requested Date	22/23 Amount	Requested Amount	Year of award / Sunset year	Est. City Expenses	Awarded	Scored	Ed	Al	Robin	Hannan	David	Hamza	Vanessa	Linda	Manny	Total
Bridal Ball	6/8/2024	n/a	$3,000	1	$2,001		0										0
CAFA Awards Banquet	8/4/2024	$1,040	$3,000	3	$1,650		0										0
Ingrid Figueroa Boriken Gala	9/13/2024	n/a	$3,000	1	$1,808		0										0
			$9,000		$5,459	0.00											

Total amount awarded for Period 1 October 2023-January 2024	$25,835.00
Total amount awarded for Period 2 February 2024 - May 2024	
Total amount awarded for Period 3 June 2024 - September 2024	$0.00
Total for Fiscal Year	$25,835.00

ITEM 5.C
Community Benefit Grant

Item Details
Community Benefit Grant review and funding for the following submitted applications:

- Orlando Polar Plunge event with the Special Olympics
- Team Kareem Memorial Walk with Team Kareem Memorial Foundation

Attachment(s):
1. CBG Orlando Polar Plunge
2. Team Kareem Memorial Walk CBG
3. Spreadsheet of Community Benefit 2023.24

COMMUNITY BENEFIT EVALUATION FORM

Application Received: 1/2/24 Evaluated by: S. LACKEY

Event Name: Orlando Polar Plunge Event Date: 2/10/24

	Meets Policy Requirements Yes	No
Applicant Eligibility		
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)	✓	
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?	✓	
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?	✓	
Does NOT receive funds from any other City program?	✓	
Meets reporting requirements? (previously funded organizations)		
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?	✓	
Will NOT be used for event/activity in any City-owned facility?	✓	
Will NOT be used to promote commercial/private business?	✓	
Will NOT be used to promote/support political party/activity?	✓	
Will NOT be used to promote tobacco or VICE activities?	✓	
Will NOT support or benefit a single individual?	✓	
Will NOT fund or support direct programming?	✓	

Eligibility Determination

Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.

Does the request meet or exceed policy requirements?	✓	

Evaluator's Comments

Community Benefit Funds Application

City of Kissimmee, FL

Event Date *

10-Feb-2024

dd-MMM-yyyy

Event Name *

Orlando Polar Plunge

Event Address *

5800 Water Play Way

Street Address

Orlando

City

FL

State/Region/Province

32821

Postal / Zip Code

Requestor's Information

Name *

Stephanie

First

Avitabile

Last

Phone Number *

352-901-8796

Address *

1915 Don Wickham Drive

Street Address

Clermont

City

FL

State/Region/Province

34711

Postal / Zip Code

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

Community Benefit Funds Application

City of Kissimmee, FL

Email

stephanieavitabile@sofl.org

Eligibility *

- ○ Individual
- ◉ Organization

In addition to an application, organizations must also submit:

- A copy of the organization's 501(c) notification letter; and
- A copy of a current Form 990, if the organization is required to file such; and
- A copy of the organization's most recent completed audit; and
- A copy of the organization's most recent annual budget.

501(c) Certification/Notification *

tax_exempt_letter_2022.pdf

Form 990 (If Organization is Required to File) *

SOFL_2021_Form_990.pdf

Last Completed Audit *

2022_SOFL_Audit.pdf

Annual Budget *

2023_SOFL_Annual_Budget.pdf

Type of Request *

- ○ Donation
- ◉ Sponsorship

Total amount to be raised/fundraising goal for your event? *

5,000.00 USD

Amount Requested from Community Benefit Fund *

2,500.00 USD

Community Benefit Funds Application

City of Kissimmee, FL

General Information

Name of School Represented

Stephanie Avitabile

Contact for Event Sponsor or School Representative

First	Last
Stephanie	Avitabile

Phone Number for Event/School Representative

3529018796

Event/Competition's Website

https://give.specialolympicsflorida.org/site/TR/Plunge/General?pg=entry&fr_id=1815

Have you participated in this event in the past? *

- (•) Yes
- ( ) No

Donation / Sponsorship Description

1. Briefly describe the nature of the event and the process to participate. If the request is for a donation, what will the funds be used towards? *

Orlando Polar Plunge is our annual event that has been taking place at Aquatica for over 14 years! Participants or as we like to call them Plungers come out to support Special Olympics Florida by raising $100 to guarantee them and a plus one into the Plunge and enjoy the park for the remainder of the day. This event is one of our biggest fundraising events we host. It is open to the public for all ages, family-friendly event, corporations and teams, schools and celebrities' all participate in this event. Last year we had over 400 plungers!
All the proceeds help provide year-round sports training and competitions, health screenings, athlete leadership and mentorship programs to our 62,000 athletes statewide. You might be wondering how does one Plunge? People have the opportunity to decide how they would like to Plunge. You can dip a toe into the wave pool at Aquatica, go up to your ankles or knees or jump into the wave pool. What most Plungers don't know you can also stand on the sandy and cheer on the crazy Plungers while staying dry! There are opportunities to create a team, sign up as an individual or just donate. Polar Plunge is one huge party where we have a DJ play music, dance party, costume contest, celebrities', hand out awards and much more!

Community Benefit Funds Application

City of Kissimmee, FL

2. Are any other fundraisers planned to raise money for the event or for your participation in the event?*

Participants have to raise $100 to participant in the Plunge. This guarantees them 2 tickets to attend the event and bring a plus one. They get to enjoy Aquatica for the remainder of the day after the event is over. Participants also have the choice to fundraise additional funds after reaching $100 if they would like. We do not do any additional fundraising for this event aside for the event itself.

3. Have you secured funding or funding commitments from any other governmental entity? If yes, please provide the name(s) of the entity(ies). *

No, SOFL has not secured funding or commitments for our Orlando Polar Plunge at this time.

Community Impact

Describe the impact this event will have on the quality of life and/or community pride for residents in the City of Kissimmee. *

Your support for our Orlando Polar Plunge will not only help support our 62,000 Special Olympics Florida athlete's statewide, but will really be supporting our athletes located in the Kissimmee Region. We have over 300 athletes and offer 17 different sports for the Kissimmee/Osceola Region. Being able to support SOFL at the Orlando Polar Plunge, the City of Kissimmee will be recognized through our website, event day signage and t-shirts that our participants receive, opportunity to have a representative attend the Plunge and participate with our CEO, if you choose you can table at this event and pass out any information to our participants. We are expecting over 500 people to attend this years Plunge. Being a sponsor gives you the chance to be in front of 500+ people (participants, SOFL athletes, volunteers) and show your city supports diversity, equity and inclusion within the community. Thank you again for considering Special Olympics Florida's Orlando Polar Plunge.

Has this event ever received a donation or sponsorship from the Community Benefit Fund? *

- ○ Yes
- ◉ No

Community Benefit Funds Application

City of Kissimmee, FL

Terms and Conditions *

Funding Availability

Funds for the Community Benefit program are provided on an annual basis from the City Commission Contingency Fund. Requests through this process are limited to an annual request of $2,500.00 and must go towards an awareness event, fundraising activity or school related competition.

Organizations currently funded through the Social Services or Quality of Life Competitive Funding Process, the Special Events Fee Waiver Program, the Law Enforcement Trust Fund or any entitlement programs funded through the City do not quality for Community Benefit funds.

Eligibility

Organizations:

Be a non-profit organization with Articles of Incorporation filed with the Florida Department of State, an

Be in existence and operating within the State of Florida for at least twelve (12) month prior to the date of application to the City for a donation, and

In addition to their application, submit: (1) a copy of their 501(c)3, or 501(c)4 notification letter. (Consideration will be given to tax exempt organizations raising funds dedicated to a specific 501(c)3 activity); (2) a copy of their current Form 990 (if your organization is required to file this document); (3) a copy of their last completed audit; and (4) an annual budget, and

Must provide a service, program, or event that demonstrates a local and positive impact to the City of Kissimmee and/or the residents of Kissimmee.

Individuals: When a requester is an individual, the individual shall:

Be a resident of the City of Kissimmee or Osceola County.

NOTE: All requests for financial support associated with a school-based program shall be paid directly to the sponsoring entity.

Program Restrictions

The following restrictions for funding shall apply to awards for any program, activity, person, or organization:

Funds will be available on a first come, first served basis and based on the availability of funds at the time of the application.

Requests for funds to support events hosted in any City of Kissimmee owed and/or operated facility or venue are not eligible for funding through the Community Benefit Fund. Requests must be submitted through the City of Kissimmee Fee Waiver Grant Program.

Funds cannot be used for or to promote a commercial business or private enterprise, personal gain or to promote political parties, political activities or political advocacy groups.

Funds cannot be used to promote the sale or consumption of tobacco products, illegal drugs, gambling, erotic materials or services.

Organizations that discriminate based on age, race, sex, sexual orientation, marital status, disability or national origin are not eligible for funds.

Funds cannot be used for the purposes of supporting a private foundation or charity that benefits one individual.

A nonprofit currently receiving funding through a separate grant or fund from the City of Kissimmee are ineligible for funding through the Community Benefit Fund sponsorship and donation grant process.

Final Reporting Requirements

All recipients will be required to submit a final report outlining the results of the event and the impact of the city's funds towards the event, cause or competition.

All applicants that receive funds in any amount must utilize the City seal/logo on all marketing, promotional and advertising materials including but not limited to print media, radio, television, website and social media depicting the City of Kissimmee's support.

Failure to adhere to the requirements contained within this section or set forth as a contingency for funding, shall result in disqualification the requestor from future funding through this program.

☑ I accept the Terms and Conditions.

0000086 05/17/22

FLORIDA

Consumer's Certificate of Exemption

Issued Pursuant to Chapter 212, Florida Statutes

DR-14
R. 01/18

Certificate Number	Effective Date	Expiration Date	Exemption Category
85-8012627293C-1	07/31/2022	07/31/2027	501(C)(3) ORGANIZATION

This certifies that

SPECIAL OLYMPICS FLORIDA INC
1915 DON WICKHAM DR
CLERMONT FL 34711-1915

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.

FLORIDA

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.

Form **990**

Department of the Treasury
Internal Revenue Service

Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

▶ Do not enter social security numbers on this form as it may be made public.

▶ Go to *www.irs.gov/Form990* for instructions and the latest information.

OMB No. 1545-0047

2021

Open to Public Inspection

A For the 2021 calendar year, or tax year beginning , 2021, and ending , 20

B Check if applicable:
- ☐ Address change
- ☐ Name change
- ☐ Initial return
- ☐ Final return/terminated
- ☐ Amended return
- ☐ Application pending

C Name of organization: Special Olympics Florida, Inc.

Doing business as

Number and street (or P.O. box if mail is not delivered to street address): 1915 Don Wickham Dr. | Room/suite

City or town, state or province, country, and ZIP or foreign postal code: Clermont, FL 34711

D Employer identification number: 23-7181560

E Telephone number: (352)243-9536

G Gross receipts $14,197,083.

F Name and address of principal officer: Sherry Wheelock, 1915 Don Wickman Dr., Clermont, FL 34711

H(a) Is this a group return for subordinates? ☐ Yes ☒ No

H(b) Are all subordinates included? ☐ Yes ☐ No
If "No," attach a list. See instructions.

H(c) Group exemption number ▶

I Tax-exempt status: ☒ 501(c)(3) ☐ 501(c) ( ) ◀ (insert no.) ☐ 4947(a)(1) or ☐ 527

J Website: ▶ www.Specialolympicsflorida.org

K Form of organization: ☒ Corporation ☐ Trust ☐ Association ☐ Other ▶

L Year of formation: 1972

M State of legal domicile: FL

Part I Summary

Activities & Governance

1 Briefly describe the organization's mission or most significant activities: To provide year round sports training and competition, critical health services, and leadership skills to children and adults with intellectual disabilities, at no cost to the athlete or their caregiver as a means to achieve physical fitness,

2 Check this box ▶ ☐ if the organization discontinued its operations or disposed of more than 25% of its net assets.

3	Number of voting members of the governing body (Part VI, line 1a)	3	18
4	Number of independent voting members of the governing body (Part VI, line 1b)	4	18
5	Total number of individuals employed in calendar year 2021 (Part V, line 2a)	5	101
6	Total number of volunteers (estimate if necessary)	6	38,721
7a	Total unrelated business revenue from Part VIII, column (C), line 12	7a	0.
b	Net unrelated business taxable income from Form 990-T, Part I, line 11	7b	0.

			Prior Year	Current Year
Revenue	8	Contributions and grants (Part VIII, line 1h)	9,939,462.	10,913,311.
	9	Program service revenue (Part VIII, line 2g)		
	10	Investment income (Part VIII, column (A), lines 3, 4, and 7d)	78,477.	63,273.
	11	Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	652,916.	2,333,336.
	12	Total revenue—add lines 8 through 11 (must equal Part VIII, column (A), line 12)	10,670,855.	13,309,920.
Expenses	13	Grants and similar amounts paid (Part IX, column (A), lines 1–3)		
	14	Benefits paid to or for members (Part IX, column (A), line 4)		
	15	Salaries, other compensation, employee benefits (Part IX, column (A), lines 5–10)	5,674,585.	6,120,764.
	16a	Professional fundraising fees (Part IX, column (A), line 11e)		
	b	Total fundraising expenses (Part IX, column (D), line 25) ▶ 1,254,583.		
	17	Other expenses (Part IX, column (A), lines 11a–11d, 11f–24e)	4,237,934.	4,938,872.
	18	Total expenses. Add lines 13–17 (must equal Part IX, column (A), line 25)	9,912,519.	11,059,636.
	19	Revenue less expenses. Subtract line 18 from line 12	758,336.	2,250,284.

			Beginning of Current Year	End of Year
Net Assets or Fund Balances	20	Total assets (Part X, line 16)	8,985,757.	12,817,394.
	21	Total liabilities (Part X, line 26)	1,166,228.	2,326,015.
	22	Net assets or fund balances. Subtract line 21 from line 20	7,819,529.	10,491,379.

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here

▶ Signature of officer — Date: 11/07/2022

▶ Sherry Wheelock, Chief Executive Officer
Type or print name and title

Paid Preparer Use Only

Print/Type preparer's name	Preparer's signature	Date	Check ☐ if self-employed	PTIN
Rick Reeder, CPA	Rick Reeder, CPA	11/07/2022		P00063034

Firm's name ▶ Reeder & Associates, PA — Firm's EIN ▶ 59-3478492

Firm's address ▶ 3339 W. Bearss Avenue, Tampa, FL 33618 — Phone no. (813)908-5310

May the IRS discuss this return with the preparer shown above? See instructions ☒ Yes ☐ No

For Paperwork Reduction Act Notice, see the separate instructions. BAA

REV 07/25/22 PRO

Form **990** (2021)

Part III **Statement of Program Service Accomplishments**

Check if Schedule O contains a response or note to any line in this Part III . . . . . ☒

1 Briefly describe the organization's mission:

To provide year round sports training and competition, critical health services, and leadership skills to children and adults with intellectual disabilities, at no cost to the athlete or their caregiver as a means to achieve physical fitness,

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? . . . . . ☐ Yes ☒ No

If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? . . . . . ☐ Yes ☒ No

If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code:) (Expenses $ 2,190,496. including grants of $ 0.) (Revenue $ 0.)

Through participation in 270 local and virtual competitions, 55,340 Special Olympic athletes from Florida have ample opportunity to practice and hone their skills. With 25 different sports being offered year-round, there is something for everyone.

4b (Code:) (Expenses $ 1,314,033. including grants of $ 0.) (Revenue $ 0.)

Training of 55,340 athletes in functional sports skills and rules which empower and enable them to interact with the community. Training takes place not only as part of the Olympic type sports offered, but also through our Unified Sports Young Athletes Program and Athlete Leadership courses to enhance our athletes' opportunities within our community. While providing the athletes with opportunities to build muscles and sharpen motor skills, training also builds self-confidence and the development of social skills that will help them live a better life.

4c (Code:) (Expenses $ 914,697. including grants of $ 0.) (Revenue $ 0.)

Healthy Programs - Strive to improve athletes' well-being & overall sports experience through enhancement of health, wellness & fitness initiatives. Through partnerships fitness and wellness programs, as well as robust Healthy Athletes programming, SOFL is paving the way for inclusive health. We offer an approach that focuses on the whole person with an intellectual & developmental disability & provide integrated health care & referrals. Athletes are offered in eight disciplines, including health promotion, physical examinations, physical therapy, hearing, vision, podiatry, mental wellness, and dental care. SOFL trains healthcare providers throughout the state, improving access to quality health care year-round for people with intellectual and developmental disabilities in their own communities. During 2021, the program performed 13,543 health screenings with the assistance of 211 health care professionals. We continued to offer these screenings in a virtual format in 2021 and the team also provided important mental health programming to our athletes.

4d Other program services (Describe on Schedule O.)

(Expenses $ 4,910,328. including grants of $ 0.) (Revenue $ 0.)

4e Total program service expenses ▶ 9,329,554.

Part IV Checklist of Required Schedules

			Yes	No
1	Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? *If "Yes," complete Schedule A*	1	X	
2	Is the organization required to complete *Schedule B, Schedule of Contributors*? See instructions	2	X	
3	Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? *If "Yes," complete Schedule C, Part I*	3		X
4	**Section 501(c)(3) organizations.** Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? *If "Yes," complete Schedule C, Part II*	4		X
5	Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Rev. Proc. 98-19? *If "Yes," complete Schedule C, Part III*	5		X
6	Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? *If "Yes," complete Schedule D, Part I*	6		X
7	Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? *If "Yes," complete Schedule D, Part II*	7		X
8	Did the organization maintain collections of works of art, historical treasures, or other similar assets? *If "Yes," complete Schedule D, Part III*	8		X
9	Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? *If "Yes," complete Schedule D, Part IV*	9		X
10	Did the organization, directly or through a related organization, hold assets in donor-restricted endowments or in quasi endowments? *If "Yes," complete Schedule D, Part V*	10	X	
11	If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X, as applicable.			
a	Did the organization report an amount for land, buildings, and equipment in Part X, line 10? *If "Yes," complete Schedule D, Part VI*	11a	X	
b	Did the organization report an amount for investments—other securities in Part X, line 12, that is 5% or more of its total assets reported in Part X, line 16? *If "Yes," complete Schedule D, Part VII*	11b		X
c	Did the organization report an amount for investments—program related in Part X, line 13, that is 5% or more of its total assets reported in Part X, line 16? *If "Yes," complete Schedule D, Part VIII*	11c		X
d	Did the organization report an amount for other assets in Part X, line 15, that is 5% or more of its total assets reported in Part X, line 16? *If "Yes," complete Schedule D, Part IX*	11d	X	
e	Did the organization report an amount for other liabilities in Part X, line 25? *If "Yes," complete Schedule D, Part X*	11e		X
f	Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? *If "Yes," complete Schedule D, Part X*	11f		X
12a	Did the organization obtain separate, independent audited financial statements for the tax year? *If "Yes," complete Schedule D, Parts XI and XII*	12a	X	
b	Was the organization included in consolidated, independent audited financial statements for the tax year? *If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional*	12b		X
13	Is the organization a school described in section 170(b)(1)(A)(ii)? *If "Yes," complete Schedule E*	13		X
14a	Did the organization maintain an office, employees, or agents outside of the United States?	14a		X
b	Did the organization have aggregate revenues or expenses of more than $10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at $100,000 or more? *If "Yes," complete Schedule F, Parts I and IV*	14b		X
15	Did the organization report on Part IX, column (A), line 3, more than $5,000 of grants or other assistance to or for any foreign organization? *If "Yes," complete Schedule F, Parts II and IV*	15		X
16	Did the organization report on Part IX, column (A), line 3, more than $5,000 of aggregate grants or other assistance to or for foreign individuals? *If "Yes," complete Schedule F, Parts III and IV*	16		X
17	Did the organization report a total of more than $15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? *If "Yes," complete Schedule G, Part I.* See instructions	17		X
18	Did the organization report more than $15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? *If "Yes," complete Schedule G, Part II*	18	X	
19	Did the organization report more than $15,000 of gross income from gaming activities on Part VIII, line 9a? *If "Yes," complete Schedule G, Part III*	19		X
20a	Did the organization operate one or more hospital facilities? *If "Yes," complete Schedule H*	20a		X
b	If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?	20b		
21	Did the organization report more than $5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? *If "Yes," complete Schedule I, Parts I and II*	21		X

Special Olympics Florida, Inc.
2023 Budget

	2023 Budge
Revenues	
Operating Revenues (before Non-cash)	
Direct Marketing	$800,000
Fund Raising Events/Programs	$5,547,615
Indiv. Gifts, Corp. Partnerships & Bequests	$7,412,623
Foundation & Trust/Grants	$3,699,044
Investment Income	$626,382
Subtotal Operating Revenues (before non-cash)	**$18,085,664**
Non-cash Revenue	
In-Kind Donations	$2,200,008
Unrealized Gain/ Loss on Investments	$0
Subtotal non-cash	**$2,200,008**
TOTAL REVENUES	**$20,285,672**
Expenses	
Operating Expenses (before non-cash)	
Competition Expenses Direct	$4,731,190
Training & Other Program Expenses (Direct)	$3,382,476
Fund Raising Event Costs	$1,384,803
Other Fund Raising Expenses	$595,790
Salaries, Wages, Payroll Taxes & Employee Benefits	$7,600,094
SOI Fee	$290,000
Property, Liability and Worker's Compensation Insurance	$323,270
Other Office Expenses	$188,040
Total Operating Expenses (before non-cash)	**$18,495,663**
Non-cash expenses	
In-Kind Expenses	$2,200,008
Depreciation	$442,000
Subtotal non-cash expenses	**$2,642,008**
Total Expenses	**$21,137,671**
EXCESS OF REVENUES OVER EXPENSES	**($852,000)**
NET SURPLUS/(DEFICIT)	**($852,000)**

REEDER & ASSOCIATES, PA
Certified Public Accountants

SPECIAL OLYMPICS FLORIDA, INC.

AND SUPPORTING ORGANIZATION

CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2022

3339 W. Bearss Ave. ▪ Tampa, FL 33618 ▪ Phone: (813) 908-5310 ▪ Fax: (813) 908-5402
Member: American Institute of Certified Public Accountants ▪ Florida Institute of Certified Public Accountants
www.reeder-cpa.com

SPECIAL OLYMPICS FLORIDA, INC.

AND SUPPORTING ORGANIZATION

CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2022

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REEDER & ASSOCIATES, PA
Certified Public Accountants

REPORT OF INDEPENDENT CERTIFIED PUBLIC ACCOUNTANTS

Board of Directors
Special Olympics Florida, Inc.
Special Olympics Florida Foundation, Inc.
Clermont, Florida

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying consolidated financial statements of Special Olympics Florida, Inc. (a nonprofit organization) and Special Olympics Florida Foundation, Inc. (collectively the Organization), which comprise the consolidated statements of financial position as of December 31, 2022, and the related consolidated statements of activities and changes in net assets, consolidated statement of functional expenses, and consolidated statement of cash flows for the year then ended, and the related notes to the consolidated financial statements.

In our opinion, the consolidated financial statements referred to above present fairly, in all material respects, the financial position of the Organization as of December 31, 2022, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards,* issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Organization and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

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Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements, including omissions, are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Supplementary Information

Report on Schedule of Expenditures of Financial Assistance Required by Chapter 10.650, Rules of the Auditor General, State of Florida

Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The accompanying schedule of expenditures of financial assistance is presented for purposes of additional analysis as required by Chapter 10.650, Rules of the Auditor General, State of Florida, and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Matters

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated April 19, 2023 on our consideration of the Organization's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control over financial reporting and compliance.

Raeder & Associates, PA

Certified Public Accountants
April 19, 2023

SPECIAL OLYMPICS FLORIDA, INC.
AND SUPPORTING ORGANIZATION
CONSOLIDATED STATEMENTS OF FINANCIAL POSITION
DECEMBER 31, 2022

	Special Olympics Florida	Special Olympics Florida Foundation	Eliminations	Total
ASSETS				
Current Assets				
Cash and cash equivalents	$ 1,769,773	$ -	$ -	$ 1,769,773
Investments	4,841,706	7,954,152	-	12,795,858
Grants receivable	1,975,400	-	-	1,975,400
Accounts receivable	796,409	-	-	796,409
Pledges receivable	300,000	-	-	300,000
Due from SOFL Foundation	307,819	-	(307,819)	-
Prepaid expenses	355,630	-	-	355,630
Total Current Assets	10,346,737	7,954,152	(307,819)	17,993,070
Investments	-	50,010	-	50,010
Right-of-use asset, operating leases	850,201	-	-	850,201
Property and equipment, net of accumulated depreciation	1,315,873	-	-	1,315,873
Total Assets	$ 12,512,811	$ 8,004,162	$ (307,819)	$ 20,209,154
LIABILITIES AND NET ASSETS				
Current Liabilities				
Accounts payable and accrued expenses	$ 1,307,346	$ -	$ -	$ 1,307,346
Due to Special Olympics Florida	-	307,819	(307,819)	-
Operating lease liability, current portion	181,249	-	-	181,249
Deferred revenue	817,212	-	-	817,212
Total Current Liabilities	2,305,807	307,819	(307,819)	2,305,807
Operating lease liability, long-term portion	668,952	-	-	668,952
Total Liabilities	2,974,759	307,819	(307,819)	2,974,759
NET ASSETS				
Without donor restrictions:				
Undesignated	7,599,973	7,646,343	-	15,246,316
Invested in property and equipment	1,315,873	-	-	1,315,873
Total Net Assets Without Donor Restrictions	8,915,846	7,646,343	-	16,562,189
With donor restrictions:				
Time restrictions	300,000	-	-	300,000
Restricted in perpetuity - endowment	322,206	50,000	-	372,206
Total Net Assets With Donor Restrictions	622,206	50,000	-	672,206
Total Net Assets	9,538,052	7,696,343	-	17,234,395
Total Liabilities and Net Assets	$ 12,512,811	$ 8,004,162	$ (307,819)	$ 20,209,154

Read Report of Independent Certified Public Accountants.
The accompanying notes are an integral part
of these financial statements.

SPECIAL OLYMPICS FLORIDA, INC.
AND SUPPORTING ORGANIZATION
CONSOLIDATED STATEMENTS OF ACTIVITIES AND CHANGES IN NET ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2022

Changes in Net Assets Without Donor Restrictions:	Special Olympics Florida	Special Olympics Florida Foundation	Eliminations	Consolidated Total
REVENUES				
Special events	$ 4,657,606	$ -	$ -	$ 4,657,606
Less direct costs	(1,484,530)	-	-	(1,484,530)
Total special events, net of direct costs	3,173,076	-	-	3,173,076
Contributions	9,127,942		(300,000)	8,827,942
Federal and state grants	1,538,332	-	-	1,538,332
Other grants and contracts	1,436,448	-	-	1,436,448
In-kind contributions	1,892,434	-	-	1,892,434
Investment return, net	(638,588)	(955,920)	-	(1,594,508)
Gain on disposition of property and equipment	28,324	-	-	28,324
Net assets released from restrictions	207,223	-	-	207,223
Total Revenues Without Donor Restrictions	16,765,191	(955,920)	(300,000)	15,509,271
EXPENSES				
Program Services:				
Games	5,928,915	-	-	5,928,915
Training	2,460,891	-	-	2,460,891
Health programs	999,903	-	-	999,903
Unified Champion Schools	1,312,176	-	-	1,312,176
Other programs	4,328,476	300,000	(300,000)	4,328,476
Total Program Services	15,030,361	300,000	(300,000)	15,030,361
Support Services:				
Management and general	636,122	-	-	636,122
Fundraising	1,844,812	89,460	-	1,934,272
Total Support Services	2,480,934	89,460	-	2,570,394
TOTAL EXPENSES	17,511,295	389,460	(300,000)	17,600,755
Increase (Decrease) in Net Assets Without Donor Restrictions	(746,104)	(1,345,380)	-	(2,091,484)

Read Report of Independent Certified Public Accountants.
The accompanying notes are an integral part
of these financial statements.

SPECIAL OLYMPICS FLORIDA, INC.
AND SUPPORTING ORGANIZATION
CONSOLIDATED STATEMENTS OF ACTIVITIES AND CHANGES IN NET ASSETS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2022

	Special Olympics Florida	Special Olympics Florida Foundation	Eliminations	Consolidated Total
Changes in Net Assets With Donor Restrictions:				
Endowment contributions	$ -	$ 50,000	$ -	50,000
Net assets released from restrictions	(207,223)	-	-	$ (207,223)
Increase (Decrease) in Net Assets With Donor Restrictions	(207,223)	50,000	-	$ (157,223)
CHANGE IN NET ASSETS	(953,327)	(1,295,380)	-	(2,248,707)
NET ASSETS, beginning of year	10,491,379	8,991,723	-	19,483,102
NET ASSETS, end of year	$ 9,538,052	$ 7,696,343	$ -	$ 17,234,395

Read Report of Independent Certified Public Accountants.
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SPECIAL OLYMPICS FLORIDA, INC.
AND SUPPORTING ORGANIZATION
CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2022

	Program Services						*Support Services*			
	Games	Training	Health Programs	Unified Champion Schools	Other Programs	Total	Management and General	Fundraising	Total	Total Expenses
Salaries	$ 1,045,484	$ 783,612	$ 357,672	$ 332,439	$ 1,987,685	$ 4,506,892	$ 242,882	$ 1,064,403	$ 1,307,285	$ 5,814,177
Employee benefits and payroll taxes	292,819	164,711	73,597	90,449	648,314	1,269,890	42,619	146,410	189,029	1,458,919
Total salaries and related expenses	1,338,303	948,323	431,269	422,888	2,635,999	5,776,782	285,501	1,210,813	1,496,314	7,273,096
Awards and recognition	78,192	24,544	8,186	5,976	55,613	172,511	4,797	27,960	32,757	205,268
Conferences	2,650	2,345	-	920	27,471	33,386	414	2,770	3,184	36,570
Consulting and fees	40,422	40,166	5,850	166,377	20,620	273,435	44,096	42,424	86,520	359,955
In-kind	1,119,150	173,133	221,127	-	265,400	1,778,810	36,195	77,429	113,624	1,892,434
Insurance	61,706	48,764	-	-	127,496	237,966	16,479	19,196	35,675	273,641
Lodging	524,410	78,520	14,443	61,581	78,889	757,843	6,161	40,955	47,116	804,959
Repairs and maintenance	15,636	9,466	11,088	-	10,136	46,326	1,982	8,070	10,052	56,378
Athlete and coach meals	604,128	85,274	9,088	29,346	22,559	750,395	2,500	31,636	34,136	784,531
Marketing recruitment	15,818	12,608	65,112	19,066	135,659	248,263	570	44,202	44,772	293,035
Office expense	136,788	48,236	7,445	2,784	111,230	306,483	29,606	64,799	94,405	400,888
Supplies	7,699	4,324	5,293	3,024	9,061	29,401	-	3,348	3,348	32,749
Other games	850,929	356,186	84,103	148,545	157,318	1,597,081	1,213	36,568	37,781	1,634,862
Shirts	66,518	78,327	8,036	270,215	67,862	490,958	2,683	11,988	14,671	505,629
Postage	16,203	20,981	31,839	28,651	13,802	111,476	544	33,817	34,361	145,837
Software	7,118	3,624	76	5	5,973	16,796	9,183	15,802	24,985	41,781
Printing, production, and website	28,728	20,362	22,592	6,011	65,946	143,639	1,180	13,521	14,701	158,340
Facilities and equipment rental	603,351	383,235	27,789	12,576	29,443	1,056,394	7,442	28,629	36,071	1,092,465
Utilities	21,186	9,661	9,817	1,781	43,729	86,174	2,910	8,655	11,565	97,739
Travel	265,644	38,609	21,986	108,120	52,392	486,751	3,362	86,635	89,997	576,748
Miscellaneous	28,919	9,639	1,012	1,311	25,854	66,735	65,213	69,908	135,121	201,856
Special Olympics, Inc.	-	-	-	-	273,338	273,338	-	15,000	15,000	288,338
Total expenses before depreciation	5,833,498	2,396,327	986,151	1,289,177	4,235,790	14,740,943	522,031	1,894,125	2,416,156	17,157,099
Depreciation expense	95,417	64,564	13,752	22,999	92,686	289,418	114,091	40,147	154,238	443,656
TOTAL EXPENSES	$ 5,928,915	$ 2,460,891	$ 999,903	$ 1,312,176	$ 4,328,476	$ 15,030,361	$ 636,122	$ 1,934,272	$ 2,570,394	$ 17,600,755

Read Report of Independent Certified Public Accountants.
The accompanying notes are an integral part
of these financial statements.

SPECIAL OLYMPICS FLORIDA, INC.
AND SUPPORTING ORGANIZATION
CONSOLIDATED STATEMENTS OF CASH FLOWS
DECEMBER 31, 2022

	Special Olympics Florida	Special Olympics Florida Foundation	Consolidated Total
CASH FLOWS FROM OPERATING ACTIVITIES			
Change in Net Assets	$ (953,327)	$ (1,295,380)	$ (2,248,707)
Adjustments to reconcile change in net assets to net cash provided by (used in) operating activities:			
Depreciation	443,656	-	443,656
Gain on disposition of property and equipment	(28,324)	-	(28,324)
Net unrealized (gain) loss on investments	756,027	351,646	1,107,673
(Increase) decrease in accounts and grants receivable	34,639	-	34,639
(Increase) decrease in pledges receivable	207,223	-	207,223
(Increase) decrease in due to/from Foundation	677,137	(677,137)	-
(Increase) decrease in prepaid expenses	103,753	-	103,753
Increase (decrease) in deferred revenue	(299,141)	-	(299,141)
Increase (decrease) in accounts payable and accrued expenses	97,684	-	97,684
Total adjustments	1,992,654	(325,491)	1,667,163
Net cash provided (used) by operating activities	1,039,327	(1,620,871)	(581,544)
CASH FLOWS FROM INVESTING ACTIVITIES			
Purchase of property and equipment	(309,863)	-	(309,863)
Proceeds from sale of property and equipment	37,411	-	37,411
Proceeds from the sale of investments	3,800,004	9,976,678	13,776,682
Purchase of investments	(3,318,240)	(8,355,807)	(11,674,047)
Net cash provided (used) by investing activities	209,312	1,620,871	1,830,183
Net increase (decrease) in cash and cash equivalents	1,248,639	-	1,248,639
CASH AND CASH EQUIVALENTS, beginning of year	521,134	-	521,134
CASH AND CASH EQUIVALENTS, end of year	$ 1,769,773	$ -	$ 1,769,773
NON-CASH AND SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION:			
Disposal of fully depreciated property	$ (49,513)	$ -	$ (49,513)
Non-cash lease liability from obtaining right-of-use asset	$ 850,201	$ -	$ 850,201

Read Report of Independent Certified Public Accountants.
The accompanying notes are an integral part
of these financial statements.

NOTE A – DESCRIPTION OF ORGANIZATIONS

Special Olympics Florida, Inc., (Special Olympics) is a Statewide nonprofit corporation that provides year-round sports training and athletic competition in a variety of Olympic-type sports and health programs for all children and adults with intellectual disabilities who wish to participate, giving them continuing opportunities to develop physical fitness, demonstrate courage, experience joy and participate in the sharing of gifts, skills and friendship with their families, other Special Olympic athletes and the community. Special Olympics is accredited by Special Olympics, Inc. (SOI). Throughout Florida, the Organization provides the following programs:

- *Games* include competitions and tournaments conducted throughout the year that allow athletes with similar abilities to achieve physical, mental, and spiritual growth through sports. There are 27 different sports offered to these athletes, so they may choose those best suited to their abilities and interests.

- *Training* allows the learning of functional sports and team building skills and rules, which empower the athletes and enable them to interact with the community. Training takes place not only as part of the Olympic type sports we offer, but also through our Young Athletes Program and our Athlete Leadership courses to enhance our athletes opportunities within our community. While providing the athletes with opportunities to build muscles and sharpen motor skills, training also builds self-confidence and the development of social skills that will help them live a better life.

- *Health Programs* strive to improve athletes' well-being and overall sports experience through enhancement of health, wellness and fitness initiatives. Through partnerships, fitness and wellness programs, as well as robust Healthy Athletes programming, Special Olympics Florida is paving the way for inclusive health. We offer an approach that focuses on the whole person with an intellectual and developmental disability and provide integrated health care and referrals. Athletes are offered health care exams in eight disciplines, including health promotion, physical examinations, physical therapy, hearing, vision, podiatry, mental wellness, and dental care. Special Olympics Florida trains health care providers throughout the state, improving access to quality health care year-round for people with intellectual and developmental disabilities in their own communities.

- *Unified Champion Schools* is a sports education program that partners students with and without intellectual disabilities to create a more inclusive environment where students are able to work together, excel athletically and academically regardless of ability. Unified Champion Schools have three components, Unified Sports, Inclusive Youth Leadership and Whole-School Engagement all of which help foster respect, dignity and advocacy for people with intellectual disabilities.

- *Other Programs* include coaching and officiating certification programs, athlete and community outreach, and the promotion of training, competition and the Special Olympics mission.

NOTE A – DESCRIPTION OF ORGANIZATIONS (continued)

Special Olympics Florida Foundation, Inc. (the Supporting Organization) is a supporting organization whose purpose is to receive, hold, manage and invest funds to benefit Special Olympics Florida, Inc. The Supporting Organization is a Florida not-for-profit corporation established in September 2011.

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Consolidation

The consolidated financial statements include the accounts of Special Olympics Florida, Inc. and Special Olympics Florida Foundation, Inc. (collectively the Organization). The management and control of the Supporting Organization is at all times to be vested in the persons who control or manage Special Olympics Florida, Inc. Seventy-five percent (75%) of the Board of the supporting Organization consists of members of the Board of Directors of Special Olympics Florida, Inc. As such consolidation is required by Financial Accounting Standards Board (FASB) Accounting Standards Codification 958-810 Not-for-Profit Entities Consolidation. All material inter-organizational transactions have been eliminated.

Basis of Presentation and Recent Accounting Pronouncement

In February 2016, the FASB issued Accounting Standards Update (ASU) 2016-02, *Leases (Topic 842)*, which supersedes existing guidance for accounting for leases under *Topic 840, Leases*. The FASB also subsequently issued the following additional ASUs, which amend and clarify Topic 842: ASU 2018-01, *Land Easement Practical Expedient for Transition to Topic 842;* ASU 2018-10, *Codification Improvements to Topic 842, Leases*; ASU 2018-11, *Leases (Topic 842): Targeted Improvements*; ASU 2018-20, *Narrow-scope Improvements for Lessors*; ASU 2019-01, *Leases (Topic 842): Codification Improvements*; ASU 2020-05, *Leases (Topic 842): Lessors – Certain Leases with Variable Lease Payments*; and ASU 2021-09, *Leases (Topic 842): Discount Rate for Lessees That Are Not Public Business Entities*. The most significant change in the new leasing guidance is the requirement to recognize right-of-use (ROU) assets and lease liabilities for operating leases on the consolidated statements of financial position.

The Organization elected to adopt these ASUs effective January 1, 2022 and utilized all of the available practical expedients. The adoption had an impact on the Organization's consolidated statements of financial position but did not have an impact on the consolidated statements of activities. The most significant impact was the recognition of an operating lease ROU asset and lease liability for operating leases. For leases that commenced before January 1, 2022 the Organization has applied the modified retrospective transition method which resulted in beginning of year information not being restated.

The accompanying consolidated financial statements have been prepared on the accrual basis of accounting in accordance with generally accepted accounting principles. Net assets and revenues, expenses, gains, and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets of the Organization and changes therein are classified and reported as follows:

Net assets without donor restrictions - Net assets that are not subject to donor-imposed stipulations, including restricted contributions whose restrictions are met in the same reporting period.

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Basis of Presentation and Recent Accounting Pronouncement, continued

Net assets with donor restrictions - Net assets subject to donor-imposed stipulations that:

- may or will be met, either by actions of the Organization and/or the passage of time. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the consolidated statements of activities as net assets released from restrictions.
- are maintained permanently by the Organization. Generally, the donors of these assets permit the Organization to use all or part of the income earned on any related investments for general or specific purposes.

Use of Estimates

The preparation of financial statements in conformity with U.S. generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements. Estimates also affect the reported amounts of increases or decreases in net assets during the reporting period. Accordingly, actual results could differ from those estimates.

Cash and Cash Equivalents

The Organization considers currency on hand, demand deposits and money market funds as cash and cash equivalents for purposes of the consolidated statements of cash flows.

Investments

Investments in marketable securities with readily determinable fair values and all investments in debt securities are reported at their fair values in the consolidated statements of financial position. Interest and dividend income and gains and losses on investments are reported on the consolidated statements of activities as increases or decreases in unrestricted net assets unless their use is restricted by donor stipulations or law.

Functional Allocation of Expenses

Expenses are shown by natural expense classification and function in the accompanying consolidated statement of functional expenses. Expenses that are attributable to more than one program or supporting function are allocated on a reasonable basis that is consistently applied. Allocations are based on direct usage or management's estimate of the benefit derived by each activity. Management's estimates may be based on factors such as time and effort, square footage, clients served, or any other reasonable basis. The expenses that are allocated on the basis of estimates of time and effort are salaries, employee benefits and payroll taxes. Facilities, maintenance, insurance, utilities and depreciation are allocated on a square footage basis.

Fair Value of Financial Instruments

Professional standards require disclosure of an estimated fair value of certain financial instruments. The Organization's significant financial instruments are cash and other current assets and liabilities. For these financial instruments, carrying values approximate fair value.

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Accounts and Grants Receivable

Accounts and grants receivable include fundraising sponsorships, direct marketing contributions and receivables resulting from grant contracts for services provided but not yet reimbursed at December 31, 2022. The Organization does not maintain an allowance for estimated uncollectible accounts as any amounts determined by the donor or unallowable by the grantor are deducted from revenue upon notification of the disallowance. No amounts were subsequently disallowed with respect to the amounts recorded at December 31, 2022.

Pledges Receivable

Pledges receivable are unconditional promises to give that are recognized as contributions when the promise is received. Pledges receivable that are expected to be collected within one year are recorded at net realizable value. Pledges receivable that are expected to be collected in future years are recorded at the fair value at the date of promise. That fair value is computed using present value technique applied to anticipated cash flows. Amortization of the resulting discount is recognized as additional contribution revenue. Management has determined that pledges receivable are fully collectible, and there was no allowance for doubtful accounts at December 31, 2022.

Contributions

The Organization reports contributions as pledges receivable when there is an unconditional promise to give, supported by evidence of the amount, timing, and nature of the contributions. Gifts of cash and other assets are reported as restricted support if they are received with donor-imposed time or purpose restrictions. When a donor restriction expires or is satisfied, net assets with donor restrictions are reclassified to net assets without donor restrictions and are reported in the Consolidated Statements of Activities and Changes in Net Assets as net assets released from restrictions.

Deferred Revenue

Revenues from grants are recorded based upon the terms of the grantor allotment which generally provide that revenues are earned when the allowable costs of the specific grant provisions have been incurred. For the year ended December 31, 2022, deferred grant revenue in the amount of $339,562 is reflected in the consolidated statements of financial position for amounts received but not earned. For the year ended December 31, 2022, deferred revenue also includes $477,650 related to special events to be held in 2023.

Concentration of Credit Risk

Financial instruments, which potentially subject the Organization to concentrations of credit risk, consist principally of cash and cash equivalents and investments. The Organization places its deposits with high quality, credit-worthy financial institutions and investment companies. Accounts at financial institutions are insured by the Federal Deposit Insurance Corporation up to $250,000. The amount in excess of the FDIC limit totaled $1,479,442 for the year ended December 31, 2022. The Organization has not experienced any losses on its cash and cash equivalents. The Organization reviews its cash positions to minimize its exposure and mitigate its risk of loss.

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Concentration of Credit Risk, continued

Investments that potentially subject the Organization to concentrations of credit risk consist principally of investments in fixed income bond funds, mutual funds and equity securities. Quarterly portfolio reviews are performed to assist in the detection of any concentrations of risk. Management does not believe that any concentrations in investments exist.

Concentration of Income Source

For the year ended December 31, 2022, contributions were 58% of total revenue with 29% of its contributions from one donor company.

Property and Equipment

Property and equipment are recorded at cost as of the date of acquisition, or fair value as of the date of receipt in the case of gifts. Depreciation is computed on a straight-line method over the estimated useful lives of each asset – building, 30 years, furniture and equipment, generally 3 - 7 years. Acquisitions of property and equipment in excess of $1,000 are capitalized.

Donated Materials, Services and Facilities

The Organization records various types of in-kind contributions. Contributed services are recognized at fair value if the services received (a) create or enhance long-lived assets or (b) require specialized skills, are provided by individuals processing those skills, and would typically need to be purchased if not provided by donation. Contributions of goods and property are recognized at fair value when received. The amounts reflected in the accompanying consolidated financial statements as in-kind contributions are offset by like amounts included in expenses or additions to property or inventory.

A substantial number of unpaid volunteers have made significant contributions of their time to develop and maintain the Organization's programs. No amounts have been reported in the consolidated financial statements for voluntary donation of services because no objective basis is available to measure the value of such donations.

Income Tax Status

The Organization is exempt from federal income taxes under Section 501 (c)(3) of the Internal Revenue Code and similar state provisions. The Organization is treated as a public supported organization, and not as a private foundation. Accordingly, no provision for income taxes has been reflected in the accompanying consolidated financial statements. The Organization accounts for uncertain tax positions, if any, in accordance with ASC Section 740.

Management is not aware of any activities that would jeopardize the organization's tax-exempt status. The Organization is not aware of any tax positions that it has taken that are subject to a significant degree of uncertainty. The Organization believes it is no longer subject to income tax examinations for fiscal years ending prior to December 31, 2019.

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Leases

The Organization leases certain office equipment. The determination of whether an arrangement is a lease is made at the lease's inception. Under Topic 842, a contract is (or contains) a lease if it conveys the right to control the use of an identified asset for a period of time in exchange for consideration. Control is defined under the standard as having both the right to obtain substantially all of the economic benefits from use of the asset and the right to direct the use of the asset. Management only reassesses its determination if the terms and conditions of the contract are changed.

Operating leases are included in operating lease right-of-use (ROU) assets and operating lease liabilities in the consolidated statements of financial position. ROU assets represent the Organization's right to use an underlying asset for the lease term, and lease liabilities represent the Organization's obligation to make lease payments. Operating lease ROU assets and liabilities are recognized at the lease commencement date based on the present value of lease payments over the lease term. The Organization uses the implicit rate when it is readily determinable. The Organization has elected, under Topic 842, the practical expedient to use the risk-free rate to discount future lease payments for leases that do not provide an implicit rate. The risk-free rate utilized will be the published US Treasury bond yield curve rates for maturities approximating each lease's remaining term. The Organization accounts for agreements with lease and non-lease components as a single lease. The Organization has elected to apply the short-term lease exception to all leases with a term of one year or less. Lease expense is recognized for these leases on a straight-line basis over the lease term.

NOTE C – LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS

The following reflects the Organization's financial assets as of the statement of financial position date. These financial assets are required to be reduced by those not available for general use within one year of the statement of financial position date:

Financial assets:	
Cash and cash equivalents	$ 1,769,773
Investments	12,795,858
Grants receivable	1,975,400
Accounts receivable	796,409
Pledges receivable	300,000
Total financial assets available within one year	17,637,440
Less those unavailable for general expenditure within one year due to:	
Donor imposed purpose restrictions	(372,206)
Total financial assets available to meet cash needs for general expenditures within one year	$ 17,265,234

Read Report of Independent Certified Public Accountants.

NOTE C – LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS (continued)

The Organization structures its financial assets to be available as its general expenditures, liabilities, and other obligations come due and strives to operate within a prudent range of financial soundness and stability, maintain adequate liquid assets to fund near-term operating needs, and maintain sufficient reserves to provide reasonable assurance that any long-term obligations will be discharged. Financial assets in excess of daily cash requirements may be invested in money market funds or other short-term investments.

The Organization receives grants and contributions restricted by donors. The Organization considers grants and contributions restricted for programs which are ongoing, major, and central to its annual operations to be available to meet cash needs for general expenditures.

NOTE D – FAIR VALUE MEASUREMENTS

Professional standards establish a framework for measuring fair value. The framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1 measurements) and the lowest priority to unobservable inputs (level 3 measurements).

The three levels of the fair value hierarchy are described below:

Level 1
Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the Organizations' have the ability to access.

Level 2
Inputs to the valuation methodology include:
- Quoted prices for similar assets or liabilities in active markets;
- Quoted prices for identical or similar assets or liabilities in inactive markets;
- Inputs other than quoted prices that are observable for the asset or liability;
- Inputs that are derived principally from or corroborated by observable market data by correlation or other means.

If the asset or liability has a specified (contractual) term, the level 2 input must be observable for substantially the full term of the asset or liability.

Level 3
Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset's or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable input and minimize the use of unobservable inputs.

NOTE D – FAIR VALUE MEASUREMENTS (continued)

Following is a description of the valuation methodologies used for the assets measured at fair value:

Investments in cash alternatives, equities, exchange traded funds, fixed income, mutual funds and common stocks are valued at the closing price on the active market which the individual securities are traded.

The following table sets forth by level, within the fair value hierarchy, the Organization's assets at fair value at December 31, 2022:

		Fair Value Measurements at Reporting Date Using		
	Fair Value	(Level 1)	(Level 2)	(Level 3)
Cash and money market funds	$ 444,097	$ 444,097	$ -	$ -
Stocks and exchange traded funds	6,878,543	6,878,543	-	-
Fixed income securities	5,523,228	-	5,523,228	-
Total	$ 12,845,868	$ 7,322,640	$5,523,228	$ -

NOTE E – PROPERTY AND EQUIPMENT

Property and equipment, at costs, at December 31, 2022:

Building and building improvements	$ 2,383,178
Equipment	2,067,232
Furniture and Fixtures	741,247
Uniforms	424,917
Vehicles	478,575
Total Property and Equipment	6,095,149
Less: Accumulated Depreciation	(4,779,276)
Net Property and Equipment	$ 1,315,873

NOTE F – NET ASSETS WITH DONOR RESTRICTIONS

Net assets with donor restrictions are restricted for the following purposes:

Building maintenance	$ 322,206
Endowment	50,000
Time restrictions	300,000
	$ 672,206

Net assets with donor restrictions of $207,223 were released in satisfaction of use of restrictions during the year ended December 31, 2022.

Read Report of Independent Certified Public Accountants.

NOTE G – LEASES

The Organization has obligations as a lessee for certain facilities and office equipment with initial noncancelable terms in excess of one year. Lease terms may include options to extend or terminate certain leases. The value of a lease option is reflected in the valuation if it is reasonably certain management will exercise an option to extend or terminate a lease. As disclosed in Note B, the Organization adopted ASC 842 during the fiscal year. As of December 31, 2022, the ROU asset had a balance of $850,201 and the lease liability had current portion ($181,249) and noncurrent portion ($668,952) balances as shown on the consolidated statements of financial position.

Additional information about the Organization's operating leases as of December 31, 2022 is as follows:

Lease costs:	**Program Services**	**Management and General**	**Fund-raising**	**Total**
Operating lease cost	$ 83,210	$ 4,895	$ 9,789	$97,894

Other Information:	
Cash paid for amounts included in measuring operating lease liabilities – Operating cash flows from operating leases	$ 97,894
Lease assets obtained in exchange for lease obligations – Operating leases	$ 850,201
Weighted-average remaining lease term (months)	75
Weighted-average discount rate	3%

Maturities of the operating lease liability as of December 31, 2022 are as follows:

Year ending December 31:	
2023	$ 181,249
2024	184,157
2025	159,485
2026	96,540
2027	65,032
Thereafter	163,738
Total lease payments	$ 850,201

Leases with an initial term of 12 months or less are not recorded on the consolidated statements of financial position. Lease expense is recognized for these leases on a straight-line basis over the lease term.

The Organization leases land on which the distribution center was built. This is a twenty five-year lease that contains a renewal clause for an additional period of twenty-five years. In consideration of the Organization's agreement to allow the Lessor a portion of the storage building on the ground lease premises, base annual rent is zero.

NOTE H – DONATED MATERIALS, SERVICES AND FACILITIES

The Organization's contributed services, materials and use of facilities during the year ended December 31, 2022 are as follows:

Services	$ 1,555,113
Facilities	305,664
Materials	31,657
	$ 1,892,434

In-kind contributions are included in the following areas of the Organization:

Games	$ 1,119,150
Training	173,133
Health Programs	221,127
Other Programs	265,400
Management and General	36,195
Fundraising	77,429
	$ 1,892,434

NOTE I – ENDOWMENT

At December 31, 2022, the Organization was the beneficiary of two endowment funds that totaled $372,206.

Endowment Net Asset Composition by Type of Fund as of December 31, 2022:

	Without Donor Restrictions	With Donor Restrictions	Total
Building maintenance	$ -	$ 322,206	$ 322,206
Permanent endowment	-	50,000	50,000
	$ -	$ 372,206	$ 372,206

Changes in Endowment Net Assets for the Fiscal Year Ended December 31, 2022:

	Without Donor Restrictions	With Donor Restrictions	Total
Endowment net assets, beginning of year	$ -	$ 322,206	$ 322,206
Contributions	-	50,000	50,000
Distributions	-	-	-
Endowment net assets, end of year	$ -	$ 372,206	$ 372,206

Read Report of Independent Certified Public Accountants.

NOTE I – ENDOWMENT (continued)

Interpretation of Relevant Law

The Board of Directors has interpreted the law as requiring donor restricted net assets in an endowment fund to remain restricted until appropriated for expenditure by the Organization for the donor's intended purpose. In accordance with the Florida Uniform Prudent Management of Institutional Funds Act (FUPMIFA), the Organization considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds:

1) The purposes of the organization and the donor-restricted endowment fund
2) General economic conditions
3) The possible effect of inflation and deflation
4) The expected total return from income and the appreciation of investments
5) Other resources of the organization
6) The duration and preservation of the endowment fund

Return Objectives and Risk Parameters

The Organization has adopted investment and spending policies for the building maintenance endowment assets that attempt to provide funding for future maintenance and repairs of the headquarters building in Clermont, Florida. For the permanent endowment assets, the investment and spending policies emphasize continued focus on planned giving. Under these policies, as approved by the Board of Directors, the endowment assets are invested in a manner to achieve the overall target asset allocation of equity, fixed income and cash, minimize risk and maximize return within acceptable guidelines and achieve a competent rate of return.

Spending Policy

Each endowment fund has an endowment book value, an endowment spending base and an endowment market value. For the Building endowment, distributions are made on an as needed basis. For the permanent endowment, distributions will be made on an annual basis in accordance with the permanent endowment spending policy. The current annual spending rate for the permanent endowment is up to 5.0% of the endowment principal fund's adjusted endowment spending base.

NOTE J – EMPLOYEE RETENTION CREDITS

The Organization is eligible for the Employee Retention Credit (ERC) under the CARES Act. Grants receivable for the ERC at December 31, 2022 are $1,790,837 which represents refunds due on the 2020 and 2021 Form 941 Employer Quarterly Federal Tax Return for the two quarters ended March 31, 2020 and June 30, 2020 and the three quarters ended March 31, 2021, June 30, 2021 and September 30, 2021. In accordance with ASC 958-605-25 Not-For-Profit Entities Revenue Recognition, the Organization accounted for the funds as a conditional grant.

NOTE K – AFFILIATED ORGANIZATION

As an accredited chapter of SOI (See Note A), the Organization remits accreditation fees and shares in contributions for nationwide SOI fundraising programs. The Organization incurred accreditation fees totaling $288,338 for the year ended December 31, 2022. These fees are included as program and fundraising costs in the consolidated statement of functional expenses. In addition, the Organization received from SOI approximately $784,000 in contributions related to direct marketing programs and $540,000 of grants related to Unified Champion Schools during the year ended December 31, 2022.

NOTE L – RETIREMENT PLAN

The Organization participates in a defined contribution (401K) plan. The Organization's retirement plan covers all employees with one year of eligible service who have attained age 21. The Organization contributed 6% of salary of all eligible participants and a 2% match option for the year ended December 31, 2022. The Organization's contribution for the year ended December 31, 2022 was $296,100 and no administrative expenses were incurred related to the plan.

NOTE M – DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES

The Organization receives revenue from the sale of the Florida Special Olympics specialty license plate offered by the Florida Department of Highway Safety and Motor Vehicles (the Department). For the year ended December 31, 2022, the Organization recognized $43,976 in revenue from the Department. The Organization expended the moneys on competition and training of individuals with intellectual disabilities in accordance with the mission of the Organization and in compliance with sections 320.08056 and 320.08058 of the Florida Statutes governing the use of the moneys received from the Department.

NOTE N – RELATED PARTY TRANSACTIONS

A member of the Board of Directors is a senior manager with Walt Disney World Company. During the year ended December 31, 2022, the Organization paid the Walt Disney World Company $740,693 related to State games held at the Wide World of Sports facility. The member of the board received no compensation from the business transactions.

A member of the Board of Directors is the Bureau Chief for the Florida Department of Education. During the year ended December 31, 2022 the Organization received approximately $526,060 in grants for the Unified Champion Schools program.

During the year ended December 31, 2018, Special Olympics USA Games 2022 Organizing Committee (2022 Games), a Florida not-for-profit corporation was formed for the planning, funding and operating of the 2022 Games to be held in Orlando, Florida in the summer of 2022. 2022 Games operates under the direction of a separate board of directors and is not economically dependent on the Organization. As such, in accordance with FASB ASC 958-810 Not-for-profit Entities Consolidation, it is not consolidated with the Organization.

NOTE N – RELATED PARTY TRANSACTIONS (continued)

The Organization and 2022 Games entered into a contract for sponsorship revenue with a corporation. The Organization and SOFL split the contributions. The total agreement was for $2,000,000 to be paid out over 5 years. The Organization received $150,000 in 2022 and a pledge receivable for the remaining $300,000 is reported on the consolidated statements of financial position. The Organization also received $1,371,000 in contributions from the 2022 Games. This represented the Organization's share of surplus revenues after the 2022 Games concluded. The Organization has accrued an additional $53,405 in revenues that is expected be received as an additional distribution from the 2022 Games.

NOTE O – PALM BEACH GYMNASIUM FACILITY

The Organization entered into an agreement in 2003 with Palm Beach County (the County) to raise funds for the design and construction of a gymnasium facility at the County's Special Populations Recreation Programming and Training Center (the Center). The Organization expended $1,030,000 to Palm Beach County for the Center which was completed in 2006. As stated in the contract, the Organization has the right of first priority use of the Center's gymnasium for thirty (30) years within the parameters of the County's regular scheduling process. The County is responsible for the cost of operating and maintaining the gymnasium. There is no further financial obligation on the part of the Organization.

NOTE P – SUBSEQUENT EVENTS

Management has evaluated subsequent events through April 19, 2023 the date the consolidated financial statements were available to be issued.

SUPPLEMENTARY INFORMATION AND OTHER REPORTS

SPECIAL OLYMPICS FLORIDA, INC.
AND SUPPORTING ORGANIZATION
SCHEDULE OF EXPENDITURES OF FINANCIAL ASSISTANCE
FOR THE YEAR ENDED DECEMBER 31, 2022

Description Grantor/Program Title	State CFSA # or Federal ALN	Contract Number	Expenditures
STATE FINANCIAL ASSISTANCE:			
FLORIDA AGENCY FOR PERSONS WITH DISABILITIES			
Special Olympics Florida - Healthy Athletes	67.028	ACX72	$ 426,858
FLORIDA DEPARTMENT OF EDUCATION			
Special Olympics Florida	48.065	92W-90845	526,060
FLORIDA DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES			
Special Olympics License Plate Project	76.022		43,976
TOTAL EXPENDITURES OF STATE FINANCIAL ASSISTANCE			$ 996,894
FEDERAL ASSISTANCE:			
U.S. DEPARTMENT OF EDUCATION			
Passed Through Special Olympics International - Unified Champion Schools			
Special Education - Olympic Education Programs	84.380		$ 541,438
TOTAL EXPENDITURES OF FEDERAL FINANCIAL ASSISTANCE			$ 541,438
TOTAL EXPENDITURES OF STATE AND FEDERAL FINANCIAL ASSISTANCE			$ 1,538,332

Read Report of Independent Certified Public Accountants.

NOTE 1 – BASIS OF PRESENTATION

The accompanying Schedule of Expenditures of Financial Assistance (the Schedule) includes the federal and state award activity of Special Olympics, Florida, Inc. (Special Olympics) under programs of the Federal Government and State of Florida for the year ended December 31, 2022. The information in the Schedule is presented in accordance with the requirements of Chapter 10.650, Rules of the Auditor General, State of Florida. Because the Schedule presents only a selected portion of the operations of the Special Olympics, it is not intended to and does not present the financial position, changes in net assets, or cash flows of Special Olympics. Expenditures reported on the Schedule are reported on the accrual basis of accounting.

REEDER & ASSOCIATES, PA
Certified Public Accountants

REPORT OF INDEPENDENT CERTIFIED PUBLIC ACCOUNTANTS ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To Special Olympics Florida, Inc.
Special Olympics Florida Foundation, Inc.
Clermont, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the consolidated financial statements of Special Olympics Florida, Inc.(a nonprofit organization) and Special Olympics Florida Foundation, Inc. (collectively the Organization), which comprise the consolidated statements of financial position as of December 31, 2022, and the related consolidated statements of activities and change in net assets, and cash flows for the year then ended, and the related notes to the consolidated financial statements, and have issued our report thereon dated April 19, 2023.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the consolidated financial statements, we considered the Organization's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the consolidated financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Organization's consolidated financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

3339 W. Bearss Ave. ▪ Tampa, FL 33618 ▪ Phone: (813) 908-5310 ▪ Fax: (813) 908-5402
Member: *American Institute of Certified Public Accountants ▪ Florida Institute of Certified Public Accountants*
www.reeder-cpa.com

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether Organization's consolidated financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards.*

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Rooker & Associates, PA

Certified Public Accountants
April 19, 2023

REEDER & ASSOCIATES, PA
Certified Public Accountants

REPORT OF INDEPENDENT CERTIFIED PUBLIC ACCOUNTANTS ON COMPLIANCE WITH REQUIREMENTS THAT COULD HAVE A DIRECT AND MATERIAL EFFECT ON EACH MAJOR STATE PROJECT AND ON INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH CHAPTER 10.650 *RULES OF THE AUDITOR GENERAL*

To Special Olympics Florida, Inc.
Special Olympics Florida Foundation, Inc.
Clermont, Florida

Report on Compliance for Each Major State Project

Opinion on Each Major State Project

We have audited Special Olympics Florida, Inc. and Special Olympics Florida Foundation, Inc. (the Organization) compliance with the types of compliance requirements described in the *Department of Financial Services' State Projects Compliance Supplement* that could have a direct and material effect on each of the Organization's major State projects for the year ended December 31, 2022. The Organization's major State projects are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the Organization complied, in all material respects, with the types of compliance requirements, referred to above that could have a direct and material effect on each of its major State projects for the year ended December 31, 2022.

Basis for Opinion on Each Major State Project

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of *Chapter 10.650 Rules of the Auditor General, Florida Single Audit Act, Audits of Nonprofit and For-Profit Organizations* (Chapter 10.650). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of Compliance section or our report.

We are required to be independent of the Organization and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination the Organization's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the Organization's state financial assistance projects.

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Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Organization's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and Chapter 10.650 will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Organization's compliance with the requirements of each major state financial assistance project as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and Chapter 10.650, we

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Organization's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- obtain an understanding of the Organization's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with Chapter 10.650, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a state project will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a state project that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of Chapter 10.650. Accordingly, this report is not suitable for any other purpose.

Rooker & Associates, PA

Certified Public Accountants
April 19, 2023

SPECIAL OLYMPICS FLORIDA, INC.
AND SUPPORTING ORGANIZATION
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED DECEMBER 31, 2022

A. SUMMARY OF AUDIT RESULTS

1. The auditor's report expresses an unmodified opinion on the basic financial statements of (the Organization).

2. No significant deficiencies were disclosed during the audit of the basic financial statements and no material weaknesses are reported.

3. No instances of noncompliance material to the basic financial statements of the Organization were disclosed during the audit of the basic financial statements.

4. There were no significant deficiencies disclosed during the audit of the major state project.

5. The auditor's report on compliance for the major state project for the Organization expresses an unmodified opinion.

6. There were no audit findings relative to the major state project of the Organization.

7. The state project tested as a major project included:

Florida Department of Education	
48.065 Special Olympics Florida	$526,060

8. The threshold for distinguishing Type A and Type B projects was $300,000 for major state projects.

B. FINDINGS – FINANCIAL STATEMENTS AUDIT

NONE

C. FINDINGS AND QUESTIONED COSTS – MAJOR STATE PROJECTS

NONE

D. OTHER ISSUES

NONE

E. PRIOR YEAR FINDINGS

NONE

F. MANAGEMENT LETTER -CHAPTER 10.650, RULES OF THE AUDITOR GENERAL, STATE OF FLORIDA

NO ITEMS REQUIRED TO BE REPORTED

Read Report of Independent Certified Public Accountants.

COMMUNITY BENEFIT EVALUATION FORM

Application Received: 1/25/24 Evaluated by: S LACKEY

Event Name: Team Kareem Memorial walk Event Date: June 22, 2024

	Meets Policy Requirements Yes	No
Applicant Eligibility		
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)	✓	
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?	✓	
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?	✓	
Does NOT receive funds from any other City program?	✓	
Meets reporting requirements? (previously funded organizations)	✓	
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?	✓	
Will NOT be used for event/activity in any City-owned facility?	✓	
Will NOT be used to promote commercial/private business?	✓	
Will NOT be used to promote/support political party/activity?	✓	
Will NOT be used to promote tobacco or VICE activities?	✓	
Will NOT support or benefit a single individual?	✓	
Will NOT fund or support direct programming?	✓	

Eligibility Determination

Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.

Does the request meet or exceed policy requirements?	X	

Evaluator's Comments

Prior recipient of Community Benefit Grant & past Fee Waiver grant. Organization in good standing w/ Events division

Community Benefit Funds Application

City of Kissimmee, FL

Event Date *

22-Jun-2024

dd-MMM-yyyy

Event Name *

Team Kareem Memorial Foundation

Event Address *

Kissimmee Lakefront

Street Address

Kissimmee

City

Florida

State/Region/Province

34766

Postal / Zip Code

Requestor's Information

Name *

Arkeisha

First

Reess

Last

Phone Number *

7863468910

Address *

1080 Cypress Parkway PMB#159

Street Address

Kissimmee

City

Florida

State/Region/Province

34759

Postal / Zip Code

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

Community Benefit Funds Application

City of Kissimmee, FL

Email

Info@teamkareem.org

Eligibility *

- ○ Individual
- ◉ Organization

In addition to an application, organizations must also submit:

- A copy of the organization's 501(c) notification letter; and
- A copy of a current Form 990, if the organization is required to file such; and
- A copy of the organization's most recent completed audit; and
- A copy of the organization's most recent annual budget.

501(c) Certification/Notification *

TEEM_KAREEM_MEMORIAL_FOUNDATION__CEX.pdf

Form 990 (If Organization is Required to File) *

7DB804F8-7791-4B84-8CCB-1DB8DFE0440A.jpeg

Last Completed Audit *

2E973DC2-3DB1-4540-8FCC-B1ACA51238F8.jpeg

Annual Budget *

TEAM_KAREEMAnnual_Budget.docx.pdf

Community Benefit Funds Application

City of Kissimmee, FL

Type of Request*

- (•) Donation
- ( ) Sponsorship

Total amount to be raised/fundraising goal for your event?*

10,000.00 USD

Amount Requested from Community Benefit Fund*

2,000.00 $2500 USD revised

General Information

Name of School Represented

Contact for Event Sponsor or School Representative

Arkeisha (First) Reese (Last)

Phone Number for Event/School Representative

7863468910

Event/Competition's Website

Have you participated in this event in the past?*

- (•) Yes
- ( ) No

Donation / Sponsorship Description

1. Briefly describe the nature of the event and the process to participate. If the request is for a donation, what will the funds be used towards?*

Tk event is an annual walk event for awareness on drowning

Community Benefit Funds Application

City of Kissimmee, FL

2. Are any other fundraisers planned to raise money for the event or for your participation in the event? *

No

3. Have you secured funding or funding commitments from any other governmental entity? If yes, please provide the name(s) of the entity(ies). *

Waiting on answrs

Community Impact

Describe the impact this event will have on the quality of life and/or community pride for residents in the City of Kissimmee. *

We will have more people educated on drowning and safety

Has this event ever received a donation or sponsorship from the Community Benefit Fund? *

- ○ Yes
- ◉ No

Community Benefit Funds Application

City of Kissimmee, FL

Terms and Conditions *

Funding Availability

Funds for the Community Benefit program are provided on an annual basis from the City Commission Contingency Fund. Requests through this process are limited to an annual request of $2,500.00 and must go towards an awareness event, fundraising activity or school related competition.

Organizations currently funded through the Social Services or Quality of Life Competitive Funding Process, the Special Events Fee Waiver Program, the Law Enforcement Trust Fund or any entitlement programs funded through the City do not quality for Community Benefit funds.

Eligibility

Organizations:

Be a non-profit organization with Articles of Incorporation filed with the Florida Department of State, an

Be in existence and operating within the State of Florida for at least twelve (12) month prior to the date of application to the City for a donation, and

In addition to their application, submit: (1) a copy of their 501(c)3, or 501(c)4 notification letter. (Consideration will be given to tax exempt organizations raising funds dedicated to a specific 501(c)3 activity); (2) a copy of their current Form 990 (if your organization is required to file this document); (3) a copy of their last completed audit; and (4) an annual budget, and

Must provide a service, program, or event that demonstrates a local and positive impact to the City of Kissimmee and/or the residents of Kissimmee.

Individuals: When a requester is an individual, the individual shall:

Be a resident of the City of Kissimmee or Osceola County.

NOTE: All requests for financial support associated with a school-based program shall be paid directly to the sponsoring entity.

Program Restrictions

The following restrictions for funding shall apply to awards for any program, activity, person, or organization:

Funds will be available on a first come, first served basis and based on the availability of funds at the time of the application.

Requests for funds to support events hosted in any City of Kissimmee owed and/or operated facility or venue are not eligible for funding through the Community Benefit Fund. Requests must be submitted through the City of Kissimmee Fee Waiver Grant Program.

Funds cannot be used for or to promote a commercial business or private enterprise, personal gain or to promote political parties, political activities or political advocacy groups.

Funds cannot be used to promote the sale or consumption of tobacco products, illegal drugs, gambling, erotic materials or services.

Organizations that discriminate based on age, race, sex, sexual orientation, marital status, disability or national origin are not eligible for funds.

Funds cannot be used for the purposes of supporting a private foundation or charity that benefits one individual.

A nonprofit currently receiving funding through a separate grant or fund from the City of Kissimmee are ineligible for funding through the Community Benefit Fund sponsorship and donation grant process.

Final Reporting Requirements

All recipients will be required to submit a final report outlining the results of the event and the impact of the city's funds towards the event, cause or competition.

All applicants that receive funds in any amount must utilize the City seal/logo on all marketing, promotional and advertising materials including but not limited to print media, radio, television, website and social media depicting the City of Kissimmee's support.

Failure to adhere to the requirements contained within this section or set forth as a contingency for funding, shall result in disqualification the requestor from future funding through this program.

☑ I accept the Terms and Conditions.

FLORIDA

Consumer's Certificate of Exemption

Issued Pursuant to Chapter 212, Florida Statutes

DR-14
R. 01/18

Certificate Number	Effective Date	Expiration Date	Exemption Category
85-8017022758C-7	05/31/2021	05/31/2026	501(C)(3) ORGANIZATION

This certifies that

TEAM KAREEM MEMORIAL FOUNDATION INC
11460 NW 31ST ST
CORAL SPRINGS FL 33065-3407

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.

FLORIDA

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.

TEAM KAREEM ANNUAL BUDGET

2022-2023

Personnel Costs		
Director	Administration of all program activities – 800hrs@ $25 per hour	$20,000
Swimming Instructors (3)	Consists of 4/hrs Skills training @$12 per hour x 200 children per year	$28,800
CPR Training	Consists of 4 hours of training (100 adults trained per yr)	$ 6,000
Educational Materials	Water safety curriculum	$ 6,000
Events	Introducing the community to resources	$15,000
Safety Equipment	Vests, Goggles, etc.	$ 2,500
Total costs for 200 children per year		$56,800
Donation option 30,000		
Estimated income	Enrollment fees, donations, grants	$30,000
Deficit		*$67,300*

4:29 5G

IRS SEARCH | HELP | MENU

Tax Year 2022 Form 990-N (e-Postcard)

Tax Period:
2022 (01/01/2022-12/31/2022)

EIN:
46-5568131

Organization Name (Doing Business as):
TEAM KAREEM MEMORIAL FOUNDATION

Mailing Address:
Po Box 9771
Coral Springs, FL 33075
United States

Principal Officer's Name and Address:
Arkeisha Reese

Po Box 9771
Coral Springs, FL 33075
United States

Gross receipts not greater than:
$50,000

Organization has terminated:
No

Website URL:

apps.irs.gov

Team Kareem Memorial Foundation

2023 Audit

City of Kissimmee Betterment Grant	+$2,500.00
Group swimming lessons $80.00 x 15	-$1,200.00
Private swim lessons $125.00 4	-$500.00
Water for participants	-$200.00
Burgers	-$300.00
Hotdogs	-$100.00
Buns & Condiments	-$200.00

Sincerely,

Arkeisha Reese
President & Founder

1080 Cypress Parkway * PMB# 159 * Kissimmee, FL 34759 *786-346-8910* info@teamkareem.org

www.teamkareem.org

TEAM KAREEM

TeamKareem
Memorial Foundation

JUNE 22nd

WALK| RUN |MEMORIAL WALK

Registration: 6:30am Start Time 7am

Scan Here to Register

Kissimmee Lakefront Park
201 Lakeview Dr,
Kissimmee, FL 34741

2023/2024 Community Benefit Grant

EVENT	Award Date	Requested Amount	AWARDED	Ed	AL	Robin	Hannan	Roy	David	Hamza	Vanessa	Linda	Total
Reach Back Push Forward	10/11/2023	$2,000	$1,618.75	1500	2000	2000	2000		1800	1650	2000	2000	14950
Hope Gala	10/11/2023	$2,500	$1,887.50	1500	2500	2200	2000		2200	2200	2500	2500	17600
DeQuan Anderson Angel Tree	12/13/2023	$1,000	$1,000.00	1000	1000	1000			1000		1000	1000	6000
				Ed	Al	Robin	Hannan	Manny	David	Hamza	Vanessa	Linda	0
Orlando Polar Plunge	2/14/2024	$2,500											0
Team Kareem Memorial Walk	2/14/2024	$2,500											0
													0
													0
													0
													0
													0
													0
													0
													0
													0
													0
													0
		$10,500	**$4,506.25**										

Funding Amount $25,000 Remaining $20,493.75