



MEETING MINUTES
SESSION OF THE PARKS & RECREATION ADVISORY BOARD
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
WEDNESDAY, JUNE 12, 2024 AT 6:00 PM

- 1. MEETING CALLED TO ORDER** **Members Present:** Board Member M. Hannan Khan, Board Member Albert Dorsey, Board Member Edward Kilroy, Board Member Robin Wright, Board Member Manuel Gomez, Board Member Seewdat "David" Anderson, Board Member Vanessa Alvarez
Staff Present: Parks & Recreation Director Steve Lackey, Assistant City Attorney Curtis McGehee, Events & Venues Manager Kayla Rogers, Events & Venues Assistant Manager Maude Garrett and Financial Analyst Andrea Campbell
Members Absent: Board Member Hamza Godil, Board Member Linda McCoy

Board Chair Edward Kilroy called the meeting to order at 6:02 pm.

2. MINUTES

2.A Approval of Meeting Minutes from April 10, 2024.

Board Member Robin Wright made a motion to approve the minutes as presented. Board Member Hannan Khan seconded the motion.

AYE: Board Member Hannan Khan, Board Member Albert Dorsey, Board Chair Edward Kilroy, Board Member Robin Wright, Board Member Manuel Gomez, Board Member Seewdat "David" Anderson, Board Member Vanessa Alvarez.

NAY: None

Motion to 7 - 0.

3. HEAR AUDIENCE No one was present for Hear the Audience.

4. DISCUSSION

5. NEW BUSINESS

5.A Director's Report

Parks and Recreation Director Steve Lackey gave an introduction to new Events & Venues Assistant Manager Maude Garrett and reviewed the completed and project in progress. They included Lancaster Ranch Park, Oak Street Pavilion, Fortune Road Bull Pens and LED field lighting, and a possible KaBOOM grant opportunity.

Upcoming events include Juneteenth, 4th of July and Fandom.

5.B Fee Waiver Grants Period I

Board Chair Edward Kilroy informed the board that the Soulful Thanksgiving event would be pulled until they can produce their tax-exempt document. The Gala will still be scored for now until the policy change is approved by the City Commission. The signature events will be \$3,000 or the cost of public services, whichever is greater.

Each board member read their scores for each of the presented Fee Waiver Grant applications (EXHIBIT A). The scores were entered into the scoring spreadsheet (EXHIBIT B) and the amounts set by policy and then voted on. There were spokespeople present for the Orlando Japan Festival and the CAFA association.

Fee Waiver Grants - Period I:

- VIVA Osceola - Public Safety/Service Costs

- Takeaway Youth - \$1,661.40
- Boo on Broadway - Public Safety/Service Costs
- Orlando Japan Festival - Public Safety/Service Costs
- CAFA Christmas Gala - \$1,793.60

Board Chair Edward Kilroy made a motion to approve a waiver of the public safety/service costs of VIVA, Boo on Broadway and Orlando Japan events. Board Member Vanessa Alvarez moved the motion and Board Member Albert Dorsey seconded the motion.

AYE: Board Member M. Hannan Khan, Board Member Albert Dorsey, Board Chair Edward Kilroy, Board Member Robin Wright, Board Member Manuel Gomez, Board Member Seewdat "David" Anderson, Board Member Vanessa Alvarez

NAY: None

Motion to 7 - 0.

Board Chair Edward Kilroy made a motion for the Takeaway Youth Conference and the CAFA Christmas Gala for a total of \$3,455 in waived fees as presented. Board Member Hannan Khan moved the motion and Board Member Vanessa Alvarez seconded the motion.

AYE: Board Member M. Hannan Khan, Board Member Albert Dorsey, Board Chair Edward Kilroy, Board Member Robin Wright, Board Member Manuel Gomez, Board Member Seewdat "David" Anderson, Board Member Vanessa Alvarez

NAY: None

Motion to 7 - 0.

5.C Community Benefit Grant

Each board member read their scores for the presented Community Benefit Grant application (EXHIBIT C). The scores were entered into the scoring spreadsheet (EXHIBIT D).

Community Benefit Grant

- Youth National Championship PreSeason Nationals - \$2,242.86

Board Chair Edward Kilroy made a motion to approve an amount of \$2,242.86 to the Youth National Championship PreSeason Nationals. Board Member David Anderson moved the motion and Board Member Robin Wright seconded the motion.

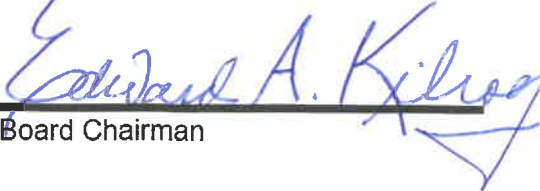
AYE: Board Member M. Hannan Khan, Board Member Albert Dorsey, Board Chair Edward Kilroy, Board Member Robin Wright, Board Member Manuel Gomez, Board Member Seewdat "David" Anderson, Board Member Vanessa Alvarez

NAY: None

Motion to 7 - 0.

6. HEAR CHAIRMAN AND BOARD MEMBERS Board Member Vanessa Alvarez informed the group that Board Member Linda McCoy was absent tonight due to the passing of her daughter. The board gave their condolences.

7. ADJOURNMENT There being no further business to come before the Parks and Recreation Board Chairman Edward Kilroy adjourned the meeting at 06:39 PM.


Board Chairman

6/12/2024

ATTEST:

Andrea Campbell

Board Secretary

EXHIBIT A

FEE WAIVER GRANT RANKING FORM

Organization Name: The Osceola Chamber

Event Name: Viva Osceola

Event Date: October 6, 2024

Year of fee waiver award: Signature Event

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

PARAB Score (Points)	Percentage of Maximum of Award			
	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: \$3,895.00

Public Safety Expenses: \$3,950

FEE WAIVER GRANT RANKING FORM

Organization Name: Talents for Christ

Event Name: The Takeaway Youth Conference

Event Date: October 12, 2024

Year of fee waiver award: 1

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	15
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)	20
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)	15
Evaluation of the marketing plan, including types of advertisement and a timeline provided? (5 points)	
How much money will the sponsoring organization commit towards advertising? (5 points)	
COLLABORATION	10 POINTS
Is the sponsoring organization collaborating with any other non-profit group? (5 points)	
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	50
• Was a final budget submitted?	
• Was a list of vendors submitted?	
• Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	

PARAB Score (Points)	Percentage of Maximum of Award			
	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 RANKING FORM

Organization Name: Kissimmee Main Street Program, Inc

Event Name: Boo on Broadway

Event Date: October 25, 2024

Year of fee waiver award: Signature Event

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

PARAB Score (Points)	Percentage of Maximum of Award			
	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:** \$6,187.00

Public Safety Expenses: \$9,001

FEE WAIVER GRANT RANKING FORM

Organization Name: Japan Association of Orlando

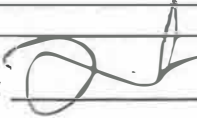
Event Name: Orlando Japan Festival 2024

Event Date: November 10, 2024

Year of fee waiver award: signature event

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

PARAB Score (Points)	Percentage of Maximum of Award			
	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: \$3,000.00

Public Safety Expenses: \$3,860

FEE WAIVER GRANT RANKING FORM

Organization Name: Caribbean and Floridian Association, Inc. (CAFA)

Event Name: Christmas Gala

Event Date: December 7, 2024

Year of fee waiver award: 1

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	30
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)	25
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)	15
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)	10
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	
POST EVENT EVALUATION	-5 / 0 / +5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	
70	

PARAB Score (Points)	Percentage of Maximum of Award			
	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 RANKING FORM

Organization Name: The Osceola Chamber

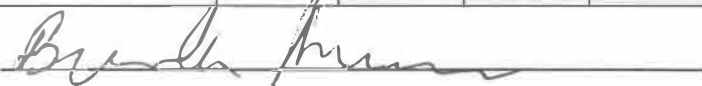
Event Name: Viva Osceola

Event Date: October 6, 2024

Year of fee waiver award: Signature Event

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

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

FEE WAIVER GRANT RANKED BY: 

Fee Waiver Amount Requested: \$3,000.00 **Previous Year's Fee Waiver Award:** \$3,895.00

Public Safety Expenses: \$3,950

FEE WAIVER GRANT RANKING FORM

Organization Name: Talents for Christ

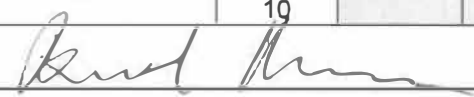
Event Name: The Takeaway Youth Conference

Event Date: October 12, 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)	
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EVENT REVENUE / ECONOMIC IMPACT	25 POINTS
Will the proposed event impact local businesses? If so, please describe. (15 points)	
Evaluation of itemized event budget submitted by sponsoring organization. (10 points)	
MARKETING	15 POINTS
How does the proposed event benefit the image/reputation of the City? (5 points)	
Evaluation of the marketing plan, including types of advertisement and a timeline provided? (5 points)	
How much money will the sponsoring organization commit towards advertising? (5 points)	
COLLABORATION	10 POINTS
Is the sponsoring organization collaborating with any other non-profit group? (5 points)	
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	40

PARAB Score (Points)	Percentage of Maximum of Award			
	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 RANKING FORM

Organization Name: Kissimmee Main Street Program, Inc

Event Name: Boo on Broadway

Event Date: October 25, 2024

Year of fee waiver award: Signature Event

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

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

FEE WAIVER GRANT RANKED BY: 

Fee Waiver Amount Requested: \$3,000.00 **Previous Year's Fee Waiver Award:** \$6,187.00

Public Safety Expenses: \$9,001

FEE WAIVER GRANT RANKING FORM

Organization Name: Japan Association of Orlando

Event Name: Orlando Japan Festival 2024

Event Date: November 10, 2024

Year of fee waiver award: signature event

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

PARAB Score (Points)	Percentage of Maximum of Award			
	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:** \$3,000.00

Public Safety Expenses: \$3,860

FEE WAIVER GRANT RANKING FORM

Organization Name: Caribbean and Floridian Association, Inc. (CAFA)

Event Name: Christmas Gala

Event Date: December 7, 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	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	100

PARAB Score (Points)	Percentage of Maximum of Award			
	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: Brian K.

Fee Waiver Amount Requested: \$3,000.00 **Previous Year's Fee Waiver Award:** n/a

FEE WAIVER GRANT RANKING FORM

Organization Name: The Osceola Chamber

Event Name: Viva Osceola

Event Date: October 6, 2024

Year of fee waiver award: Signature Event

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	40
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)	5
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)	12
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)	5
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	62
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	
• Was a final budget submitted?	
• Was a list of vendors submitted?	
• Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	

PARAB Score (Points)	Percentage of Maximum of Award			
	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:

Robin Wright

Fee Waiver Amount Requested: \$3,000.00 Previous Year's Fee Waiver Award: \$3,895.00

Public Safety Expenses: \$3,950

FEE WAIVER GRANT RANKING FORM

Organization Name: Talents for Christ

Event Name: The Takeaway Youth Conference

Event Date: October 12, 2024

Year of fee waiver award: 1

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	35 40
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)	0
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)	12
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)	0
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	52
POST EVENT EVALUATION	-5 / 0 / +5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	

PARAB Score (Points)	Percentage of Maximum of Award			
	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:

Robin Wright

Fee Waiver Amount Requested: \$3,000.00

Previous Year's Fee Waiver Award: n/a

FEE WAIVER GRANT RANKING FORM

Organization Name: Kissimmee Main Street Program, Inc

Event Name: Boo on Broadway

Event Date: October 25, 2024

Year of fee waiver award: Signature Event

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	50
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)	20
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)	13
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)	10
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	93
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	
• Was a final budget submitted?	
• Was a list of vendors submitted?	
• Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	

PARAB Score (Points)	Percentage of Maximum of Award			
	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:

Robin Wright

Fee Waiver Amount Requested: \$3,000.00

Previous Year's Fee Waiver Award: \$6,187.00

Public Safety Expenses: \$9,001

FEE WAIVER GRANT RANKING FORM

Organization Name: Japan Association of Orlando

Event Name: Orlando Japan Festival 2024

Event Date: November 10, 2024

Year of fee waiver award: signature event

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	40
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)	20
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)	11
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)	10
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	81
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	
• Was a final budget submitted?	
• Was a list of vendors submitted?	
• Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	

PARAB Score (Points)	Percentage of Maximum of Award			
	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:

Robin Wright

Fee Waiver Amount Requested: \$3,000.00

Previous Year's Fee Waiver Award: \$3,000.00

Public Safety Expenses: \$3,860

FEE WAIVER GRANT RANKING FORM

Organization Name: Caribbean and Floridian Association, Inc. (CAFA)
Event Name: Christmas Gala

Event Date: December 7, 2024

Year of fee waiver award: 1

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	40 35
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)	17
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)	10
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)	5
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	72
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	10
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	

PARAB Score (Points)	Percentage of Maximum of Award			
	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: Robin Wright

Fee Waiver Amount Requested: \$3,000.00 **Previous Year's Fee Waiver Award:** n/a

FEE WAIVER GRANT RANKING FORM

Organization Name: The Osceola Chamber

Event Name: Viva Osceola

Event Date: October 6, 2024

Year of fee waiver award: Signature Event

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	50
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) X	0
Evaluation of itemized event budget submitted by sponsoring organization. (10 points) X	
MARKETING	15 POINTS
How does the proposed event benefit the image/reputation of the City? (5 points)	15
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) X	5
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	70
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	70
• Was a final budget submitted?	
• Was a list of vendors submitted?	
• Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	70

PARAB Score (Points)	Percentage of Maximum of Award			
	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: Albert Dorsey

Fee Waiver Amount Requested: \$3,000.00 Previous Year's Fee Waiver Award: \$3,895.00

Public Safety Expenses: \$3,950

FEE WAIVER GRANT RANKING FORM

Organization Name: Talents for Christ

Event Name: The Takeaway Youth Conference

Event Date: October 12, 2024

Year of fee waiver award: 1

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	50
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) ✕	0
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) ^{DOES NOT APPLY} _{SEE HOW}	10
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)	0
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	60
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	60

PARAB Score (Points)	Percentage of Maximum of Award			
	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: Albert Dorsey

Fee Waiver Amount Requested: \$3,000.00

Previous Year's Fee Waiver Award: n/a

FEE WAIVER GRANT RANKING FORM

Organization Name: Kissimmee Main Street Program, Inc

Event Name: Boo on Broadway

Event Date: October 25, 2024

Year of fee waiver award: Signature Event

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	50
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)	25
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)	15
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)	10
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	100
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	-5 /0/+5
• Was a final budget submitted?	
• Was a list of vendors submitted?	
• Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	100

PARAB Score (Points)	Percentage of Maximum of Award			
	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: Albert Dore

Fee Waiver Amount Requested: \$3,000.00 Previous Year's Fee Waiver Award: \$6,187.00

Public Safety Expenses: \$9,001

FEE WAIVER GRANT RANKING FORM

Organization Name: Japan Association of Orlando

Event Name: Orlando Japan Festival 2024

Event Date: November 10, 2024

Year of fee waiver award: signature event

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	50
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)	25
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)	15
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)	10
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	100
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	-5 /0/+5 POINTS
• Was a final budget submitted?	
• Was a list of vendors submitted?	
• Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	100

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: Albert Dorsey

Fee Waiver Amount Requested: \$3,000.00

Previous Year's Fee Waiver Award: \$3,000.00

Public Safety Expenses: \$3,860

FEE WAIVER GRANT RANKING FORM

Organization Name: Caribbean and Floridian Association, Inc. (CAFA)

Event Name: Christmas Gala

Event Date: December 7, 2024

Year of fee waiver award: 1

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	40
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) <i>none</i>	20
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)	10
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)	5
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	75
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report? - Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	75

PARAB Score (Points)	Percentage of Maximum of Award			
	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: Albert Dorsey

Fee Waiver Amount Requested: \$3,000.00 **Previous Year's Fee Waiver Award:** n/a

FEE WAIVER GRANT RANKING FORM

Organization Name: The Osceola Chamber
Event Name: Viva Osceola

Event Date: October 6, 2024

Year of fee waiver award: Signature Event

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points) ✓	50
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) 5	5
Evaluation of itemized event budget submitted by sponsoring organization. (10 points) 0	
MARKETING	15 POINTS
How does the proposed event benefit the image/reputation of the City? (5 points) 1	15
Evaluation of the marketing plan, including types of advertisement and a timeline provided? (5 points) 5	
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) 0	5
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	75
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	

PARAB Score (Points)	Percentage of Maximum of Award			
	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:

(Signature) Manny G.

Fee Waiver Amount Requested: \$3,000.00 **Previous Year's Fee Waiver Award:** \$3,895.00

Public Safety Expenses: \$3,950

FEE WAIVER GRANT RANKING FORM

Organization Name: Talents for Christ

Event Name: The Takeaway Youth Conference

Event Date: October 12, 2024

Year of fee waiver award: 1

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points) ✓	38
Has this specific event been produced previously? (10 points) 0	
What is the uniqueness of the proposed event? (10 points) 8	
How does the proposed event support the organization's mission and benefit residents? (10 points) 10	
EVENT REVENUE / ECONOMIC IMPACT	25 POINTS
Will the proposed event impact local businesses? If so, please describe. (15 points) 0	0
Evaluation of itemized event budget submitted by sponsoring organization. (10 points) 0	
MARKETING	15 POINTS
How does the proposed event benefit the image/reputation of the City? (5 points) 5	13
Evaluation of the marketing plan, including types of advertisement and a timeline provided? (5 points) 5	
How much money will the sponsoring organization commit towards advertising? (5 points) 3	
COLLABORATION	10 POINTS
Is the sponsoring organization collaborating with any other non-profit group? (5 points) 0	0
Has the sponsoring organization solicited local vendors to support the event? (5 points) 0	
Sub Total Points (Possible Score 100)	51
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	

PARAB Score (Points)	Percentage of Maximum of Award			
	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

Manny G.

Fee Waiver Amount Requested: \$3,000.00

Previous Year's Fee Waiver Award: n/a

FEE WAIVER GRANT RANKING FORM

Organization Name: Kissimmee Main Street Program, Inc

Event Name: Boo on Broadway

Event Date: October 25, 2024

Year of fee waiver award: Signature Event

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points) ✓	50
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) ✓	25
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) 5	15
Evaluation of the marketing plan, including types of advertisement and a timeline provided? (5 points) 5	
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) ✓	10
Has the sponsoring organization solicited local vendors to support the event? (5 points) ✓	
Sub Total Points (Possible Score 100)	100
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	

PARAB Score (Points)	Percentage of Maximum of Award			
	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: Walter G. Manry G.

Fee Waiver Amount Requested: \$3,000.00 **Previous Year's Fee Waiver Award:** \$6,187.00

Public Safety Expenses: \$9,001

FEE WAIVER GRANT RANKING FORM

Organization Name: Japan Association of Orlando

Event Name: Orlando Japan Festival 2024

Event Date: November 10, 2024

Year of fee waiver award: signature event

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points) ✓	50
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) ✓	25
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) ✓	15
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) ✓	10
Has the sponsoring organization solicited local vendors to support the event? (5 points) ✓	
Sub Total Points (Possible Score 100)	100
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	

PARAB Score (Points)	Percentage of Maximum of Award			
	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:

M. C. G. Mason

Fee Waiver Amount Requested: \$3,000.00

Previous Year's Fee Waiver Award: \$3,000.00

Public Safety Expenses: \$3,860

FEE WAIVER GRANT RANKING FORM

Organization Name: Caribbean and Floridian Association, Inc. (CAFA)
Event Name: Christmas Gala

Event Date: December 7, 2024

Year of fee waiver award: 1

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points) ✓	43
Has this specific event been produced previously? (10 points) ✓	
What is the uniqueness of the proposed event? (10 points) 3	
How does the proposed event support the organization's mission and benefit residents? (10 points) 10	
EVENT REVENUE / ECONOMIC IMPACT	25 POINTS
Will the proposed event impact local businesses? If so, please describe. (15 points) 8	18
Evaluation of itemized event budget submitted by sponsoring organization. (10 points) 10	
MARKETING	15 POINTS
How does the proposed event benefit the image/reputation of the City? (5 points) 3	13
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) 0	5
Has the sponsoring organization solicited local vendors to support the event? (5 points) 5	
Sub Total Points (Possible Score 100)	79
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report? - Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	

PARAB Score (Points)	Percentage of Maximum of Award			
	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:

M. C. G. S. G. Manny G.

Fee Waiver Amount Requested: \$3,000.00

Previous Year's Fee Waiver Award: n/a

FEE WAIVER GRANT RANKING FORM

Organization Name: The Osceola Chamber

Event Name: Viva Osceola

Event Date: October 6, 2024

Year of fee waiver award: Signature Event

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	50
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)	25
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)	15
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)	8
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	98
• Was a final budget submitted?	
• Was a list of vendors submitted?	
• Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	
98	

PARAB Score (Points)	Percentage of Maximum of Award			
	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: Edward A. Kelly

Fee Waiver Amount Requested: \$3,000.00

Previous Year's Fee Waiver Award: \$3,895.00

Public Safety Expenses: \$3,950

FEE WAIVER GRANT RANKING FORM

Organization Name: Talents for Christ

Event Name: The Takeaway Youth Conference

Event Date: October 12, 2024

Year of fee waiver award: 1

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	30
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)	0
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)	5
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)	0
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	
POST EVENT EVALUATION	-5 / 0 / +5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	
35	

PARAB Score (Points)	Percentage of Maximum of Award			
	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: Edward A. Kelley

Fee Waiver Amount Requested: \$3,000.00

Previous Year's Fee Waiver Award: n/a

max 2769

NOT Held on city property?

FEE WAIVER GRANT RANKING FORM

Organization Name: Kissimmee Main Street Program, Inc

Event Name: Boo on Broadway

Event Date: October 25, 2024

Year of fee waiver award: Signature Event

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	50
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)	25
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)	15
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)	10
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	100
• Was a final budget submitted?	
• Was a list of vendors submitted?	
• Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	
100	

PARAB Score (Points)	Percentage of Maximum of Award			
	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: Edward A. Kelley

Fee Waiver Amount Requested: \$3,000.00 Previous Year's Fee Waiver Award: \$6,187.00

Public Safety Expenses: \$9,001

FEE WAIVER GRANT RANKING FORM

Organization Name: Japan Association of Orlando

Event Name: Orlando Japan Festival 2024

Event Date: November 10, 2024

Year of fee waiver award: signature event

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)	50
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)	25
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)	15
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)	8
Sub Total Points (Possible Score 100)	
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	
	98

PARAB Score (Points)	Percentage of Maximum of Award			
	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: Edward A. Kirby

Fee Waiver Amount Requested: \$3,000.00 Previous Year's Fee Waiver Award: \$3,000.00

Public Safety Expenses: \$3,860

FEE WAIVER GRANT RANKING FORM

Organization Name: Caribbean and Floridian Association, Inc. (CAFA)

Event Name: Christmas Gala

Event Date: December 7, 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)	30
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)	20
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)	15
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)	5
Sub Total Points (Possible Score 100)	
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	70

PARAB Score (Points)	Percentage of Maximum of Award			
	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: Edward A. Kelly

Fee Waiver Amount Requested: \$3,000.00

Previous Year's Fee Waiver Award: n/a

Max 2600

Says did event last year - no fee waiver

FEE WAIVER GRANT RANKING FORM

Organization Name: The Osceola Chamber

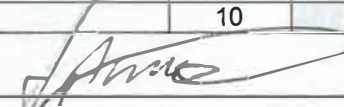
Event Name: Viva Osceola

Event Date: October 6, 2024

Year of fee waiver award: Signature Event

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	20
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)	25
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)	10
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)	10
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	5
• Was a final budget submitted?	
• Was a list of vendors submitted?	
• Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	
75	

PARAB Score (Points)	Percentage of Maximum of Award			
	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:** \$3,895.00

Public Safety Expenses: \$3,950

FEE WAIVER GRANT RANKING FORM

Organization Name: Talents for Christ

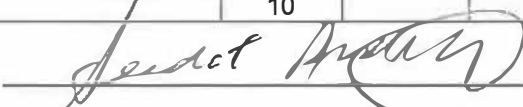
Event Name: The Takeaway Youth Conference

Event Date: October 12, 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	
Will the proposed event impact local businesses? If so, please describe. (15 points)	25 POINTS
Evaluation of itemized event budget submitted by sponsoring organization. (10 points)	
MARKETING	
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	
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?	-5 /0/+5 POINTS
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	
	

PARAB Score (Points)	Percentage of Maximum of Award			
	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 RANKING FORM

Organization Name: Kissimmee Main Street Program, Inc

Event Name: Boo on Broadway

Event Date: October 25, 2024

Year of fee waiver award: Signature Event

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

PARAB Score (Points)	Percentage of Maximum of Award			
	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: \$6,187.00

Public Safety Expenses: \$9,001

95

FEE WAIVER GRANT RANKING FORM

Organization Name: Japan Association of Orlando

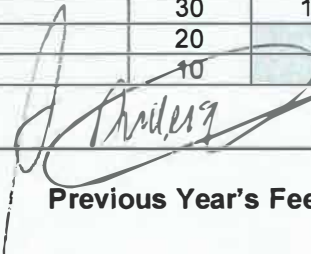
Event Name: Orlando Japan Festival 2024

Event Date: November 10, 2024

Year of fee waiver award: signature event

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	40
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)	20
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)	10
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)	10
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	-5 /0/+5 POINTS
• Was a final budget submitted?	
• Was a list of vendors submitted?	
• Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	

PARAB Score (Points)	Percentage of Maximum of Award			
	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: \$3,000.00

Public Safety Expenses: \$3,860

FEE WAIVER GRANT RANKING FORM

Organization Name: Caribbean and Floridian Association, Inc. (CAFA)

Event Name: Christmas Gala

Event Date: December 7, 2024

Year of fee waiver award: 1

ORGANIZATION / EXPERIENCE	50 POINTS	
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	50	
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)	20	
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)	10	
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)	5	
Has the sponsoring organization solicited local vendors to support the event? (5 points)		
Sub Total Points (Possible Score 100)		
POST EVENT EVALUATION	-5 /0/+5 POINTS	
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	85	
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?		
TOTAL POINTS AWARDED		

PARAB Score (Points)	Percentage of Maximum of Award			
	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: Andrew

Fee Waiver Amount Requested: \$3,000.00 **Previous Year's Fee Waiver Award:** n/a

EXHIBIT B

2024/2025 Fee Grant Request

Period I, Events occurring October 1, 2024 - January 31, 2025

[illegible]

PS: = Public Safety Cost

Total amount awarded for Period 1 October 2024-January 2025

\$3,455.00

EXHIBIT C

City of Kissimmee



City Policy 1605

COMMUNITY BENEFIT EVALUATION FORM

Application Received: 4/9/24 Evaluated by: Steve Lackey

Event Name: Youth National Championship Event Date: July 27th, 2024
Preseason Nationals 2024

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
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

Received similar support in 2022

\$2,200

Robin Wright



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 4/9/24 Evaluated by: Steve Lackey

Event Name: Youth National Championship Event Date: July 27th, 2024
Preseason Nationals 2024

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
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

received similar support in 2022

\$1,600

Walton Manny G



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 4/9/24 Evaluated by: Steve LackeyEvent Name: Youth National Championship Event Date: July 27th, 2024
Preseason Nationals 2024

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
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Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?	☒	☐
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Does NOT receive funds from any other City program?	☒	☐
Meets reporting requirements? (previously funded organizations)	☒	☐
Request /		
Will result in positive impact to the City	☒	☐
Will NOT be used for event/activity in any City-owned facility?	☒	☐
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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?

☒	☐
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Evaluator's Comments

received similar support in 2022

2000
Edward A. Kehay



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 4/9/24 Evaluated by: Steve Lackey

Event Name: Youth National Championship Event Date: July 27th, 2024
Preseason Nationals 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?	☒	☐
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Eligibility Determination

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Does the request meet or exceed policy requirements?

☒

Evaluator's Comments

recieved similar support in 2022

EXHIBIT D

2023/2024 Community Benefit Grant

<i>EVENT</i>	<i>Award Date</i>	<i>Requested Amount</i>	<i>AWARDED</i>	<i>Ed</i>	<i>AL</i>	<i>Robin</i>	<i>Hannan</i>	<i>Roy</i>	<i>David</i>	<i>Hamza</i>	<i>Vanessa</i>	<i>Total</i>
Reach Back Push Forward	10/11/2023	\$2,000	\$1,618.75	1500	2000	2000	2000		1800	1650	2000	14950
Hope Gala	10/11/2023	\$2,500	\$1,887.50	1500	2500	2200	2000		2200	2200	2500	17600
DeQuan Anderson Angel Tree	12/13/2023	\$1,000	\$1,000.00	1000	1000	1000			1000		1000	6000
				<i>Ed</i>	<i>Al</i>	<i>Robin</i>	<i>Hannan</i>	<i>Manny</i>	<i>David</i>	<i>Hamza</i>	<i>Vanessa</i>	0
Orlando Polar Plunge	2/14/2024	\$2,500	\$2,412.00	2000	2500	2500		2500	2500	2300	2500	19300
Team Kareem Drowning Prevention/Awareness	2/14/2024	\$2,500	\$2,500.00	2500	2500	2500		2500	2500	2500	2500	20000
Fostering High Quality Education for All	4/10/2024	\$2,500	\$2,383.33	2000	2500	2500	2500	2300	2500			14300
Kingdom Kids & Families Support Program	4/10/2024	\$2,500	\$2,400.00	2000	2500	2500	2500	2400	2500			14400
Coming to America Magazine	4/10/2024	\$2,000	\$1,775.00	2200	1000	1250	2000	2000	2200			10650
Youth National Championship Preseason Nationals	6/12/2024	\$2,500	\$2,242.86	2000	2500	2200	2500	1600	2400		2500	15700
												0
												0
												0
												0
												0
												0
												0

\$25,000 \$18,219.44

Balance **\$6,780.56**