

COMMUNITY EVENTS FUNDING REQUEST

Due: February 10, 2012

Event Name: Tigard Safety Town
Address: P.O. Box 230726
City, State, Zip: Tigard, OR
Contact Name: Jenny Davis
Telephone Number: 503-579-1365
E-mail address: jlbavis@frontier.com

1. **Request** (express in whole dollar amounts only)

Cash \$4,550

In-Kind Services-hours (use of City property, City staff support, etc. Please explain the services requested on a separate sheet) see attached_____

Total Request \$ 4,550

2. **Purpose of Funding Request:** The purpose of the funding request is to help maintain a relatively low cost for participants. In 2011 the cost to operate Tigard Safety Town increased and will increase again in 2012. We would like to offset the recent increase we have incurred from the Tigard Tualatin School District for the use of Mary Woodward Elementary.
3. **How will this event benefit the Tigard Community?** Tigard Safety Town benefits the Tigard community by providing safety instruction to preschoolers and kindergarteners. In 2012 Tigard Safety Town will celebrate its 40th year serving the children in our community.
4. **How many Tigard residents do you anticipate participating in this event (or these events)?** 170
5. **Please submit the following information with this request:**
- Most recent annual budget compared with the prior year's actual revenues and expenditures. The Budget should identify the period to which it applies, beginning and ending balances, major revenue sources, major expenditure categories, and number of authorized positions.
 - Audit report or financial statements for the last fiscal year.
 - Articles of Incorporation.*
 - 501(c)(3) status.*
 - Organization Bylaws*

* Information not required if it has been submitted at least once in the last five years.

Please note that a lack of adequate financial information could result in denial of request.

Community Events Funding Request – Tigard Safety Town

1- In kind services-

Currently Tigard Safety Town is required to purchase general liability insurance at a cost of approximately \$3,000. In previous years Tigard Safety Town was able to use an insurance rider through the city. If possible, we would like to use a rider through the city again.

**Tigard Safety Town
Financial Statement
2012 Budget Year**

	2012 Budget	2012 Actual
INFLOWS		
Donations Received	3000	
Grants	4500	
Tuition	9425	
TOTAL INFLOWS	\$16,925.00	\$0.00
Financial Aid - Scholarships	300	
OUTFLOWS		
Bank Charges	0	
Board Expenses	450	
Equipment	0	
Gift Certificates - Student Helpers	840	
Gifts - Speakers	200	
Gifts - Sponsors	200	
Insurance	3000	
Maintenance : House and Car	1000	
Maintenance : Painting Blacktop	0	
Miscellaneous	0	
Post Office Box Rental	70	
Payroll Expenses	3600	
Postage	100	
Printing	400	
Publicity	150	
Rent	4550	
Special Programs	0	
Supplies		
Art Supplies	150	
Office Supplies	100	
Supplies/Other	0	
Registration	50	
Student Instructor Party	150	
T-shirts	1200	
Tax and Licenses	60	
Website Set-up and Maintenance	200	
TOTAL OUTFLOWS	\$16,470.00	\$0.00
NET CASH INFLOW (OUTFLOWS)	\$455.00	\$0.00
BEGINNING CASH	\$19,419.44	\$19,419.44
ENDING CASH	\$19,874.44	\$19,419.44

**Tigard Safety Town
Financial Statement
2011 Budget Year**

	2011 Budget	2011 Actual
INFLOWS		
Donations Received	1500	4750
Tuition	9425	9285
TOTAL INFLOWS	\$10,925.00	\$14,035.00
Financial Aid - Scholarship Allocation	300	65
OUTFLOWS		
Bank Charges	0	
Board Expenses	450	254.05
Equipment	0	61.26
Gift Certificates - Student Helpers	840	960
Gifts - Speakers	200	200
Gifts - Sponsors	200	
Insurance	3000	2944
Maintenance : House and Car	200	1148.74
Maintenance : Painting Blacktop	0	
Miscellaneous	0	
Post Office Box Rental	70	70.00
Payroll Expenses	3500	3500.00
Postage	100	67.32
Printing	400	381.26
Publicity	150	
Rent	2050	2069
Special Programs	0	
Supplies		
Art Supplies	150	98.32
Office Supplies	100	49.16
Supplies/Other	0	
Registration	50	36.14
Student Instructor Party	150	92.00
T-shirts	1200	1200.00
Tax and Licenses	60	60.00
Website Set-up and Maintenance	200	-9.14
TOTAL OUTFLOWS	\$13,070.00	\$13,182.11
NET CASH INFLOW (OUTFLOWS)	-\$2,145.00	\$852.89
BEGINNING CASH	\$18,566.55	\$18,566.55
ENDING CASH	\$16,421.55	\$19,419.44