

COMMUNITY EVENTS FUNDING REQUEST

Due: February 14, 2013

Event Name: 2013 Tigard High School Drug & Alcohol Free All Night Grad Celebration
Address: PO BOX 23664
City, State, Zip: Tigard, OR 97281-3664
Contact Name: Veronica Predovic
Telephone Number: 503-709-5026
E-mail address: veronicapredovic@gmail.com

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

Cash	\$ 2,000
In-Kind Services-hours (use of City property, City staff support, etc. Please explain the services requested on a separate sheet)	___1 hr
Total Request	\$2,000

2. **Purpose of Funding Request:** To help off set some of the cost of putting on the Grad.Celebration for +300 graduating seniors. The committee is an all parent volunteer group that has to raise all the money for the party. We get no school money for this event. The event is budgeted to cost approximately \$25,000 this year, which goes for the rental of the site, entertainments and activities at the site, food and prizes. We have different sources of funds, coming from grad. Party ticket sales, fundraising events, donations from parents and local businesses and grant awards.

3. **How will this event benefit the Tigard Community?** This event keeps 300+ graduates safe and supervised while celebrating their well deserved graduation. They are not on the streets drinking and driving and putting themselves and others in danger. This event also brings together the whole community, from parents volunteers and school staff from local businesses supporters and community leaders.

4. **How many Tigard residents** do you anticipate participating in this event (or these events)? We hope to have 300+ graduates at the party, 50 to 60 parents volunteers who either serve on the planning committee, volunteer to work at the party or chaperone the party. Other members of the community volunteer their time, money and products.

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.

Tigard High School
 2013 Drug and Alcohol Free Graduation Party
 2011-2012 Actual/2012-2013 Budget

	2011-2012 Actual	2012-2013 Budget	
Income			
Ticket Sales	14,090.00	16,500.00 ✓	300x\$55
Donations - Corporations	4,425.00	4,000.00 ✓	
Donations - Parents	120	100 ✓	
Fundraising Balloon Festival	1,114.00	1,000.00 ✓	
Fundraising 50/50 + Raffles	1,640.00	1,500.00 ✓	
Fundraising Fall /Spring Fling	1,959.75	0.00	
Fundraising Restaurants	786.41	0	
Grants Juan Young Trust	1,500.00	1,500.00	
Grants - City Of Tigard	2,000.00	2,000.00 ✓	
Grants - Macerich Mgmt Co	500.00	0	
Income- Interest			
Total Income	28,135.16	26,600.00 ✓	
Expenses			
Refunds	50		
Site Rental	4,050.00	5,100 ✓	
Entertainment	17,105.00	12,425.00 ✓	
Decorations	328.06	400 ✓	
Food/Beverages	1,312.81	1200 ✓	
Volunteers expenses	279.69	120	
Gifts/Prizes	4,204.67	4,500.00 ✓	
Advertising/Printing	155.99	200 ✓	
Postage	336.90	400 ✓	
Fundraising Expenses	151.46	200 ✓	
Bank Fees	49.90	50 ✓	
Miscellaneous	340	500 ✓	
Donations	56.00	0	
Total Expenses	28420.48	25095	20110

2:46 PM
02/02/13

Tigard Turns the Tide Grad Night Celebration
Modified Cash Basis Profit & Loss Budget vs. Actual
July 2012 through January 2013

	Jul '12 - Jan 13'	Budget	\$ Over Budget
Income			
Ticket Sales	1,345.00	2,750.00	-1,405.00
Donations - Corporations	1,575.00	2,100.00	-525.00
Donations - Parents	0.00	0.00	0.00
Donations - Non Cash (In-Kind)	934.00	960.00	-26.00
Fundraising - 50/50 & Raffles	1,655.00	1,500.00	155.00
Fundraising - Balloon Festival	1,000.00	1,000.00	0.00
Grants - City of Tigard	2,000.00	2,000.00	0.00
Grants - Juan Young Trust	0.00	0.00	0.00
Interest Income	8.52	14.00	-5.48
Total Income	<u>8,517.52</u>	<u>10,324.00</u>	<u>-1,806.48</u>
Expense			
Direct Party Expenses			
Entertainment	3,417.50	3,317.50	100.00
Site Rental	0.00	0.00	0.00
Gifts/Prizes	1,014.98	1,615.00	-600.02
Food and Beverages	0.00	0.00	0.00
Decorations	0.00	0.00	0.00
Total Direct Party Expenses	<u>4,432.48</u>	<u>4,932.50</u>	<u>-500.02</u>
Non Cash Expenses (In-Kind)			
In-Kind Gifts/Prizes	934.00	960.00	-26.00
Total Non Cash Expenses (In-Kind)	<u>934.00</u>	<u>960.00</u>	<u>-26.00</u>
Other Expenses			
Advertising/Printing	0.00	0.00	0.00
Fundraising Expenses	319.78	200.00	119.78
PO Box Renewal Fees (12 months)	88.00	320.00	-232.00
Bank Fees	0.00	0.00	0.00
Volunteer Expenses	0.00	0.00	0.00
Professional fees (tax prep)	340.00	340.00	0.00
Misc Expense	0.00	40.00	-40.00
Total Other Expenses	<u>747.78</u>	<u>900.00</u>	<u>-152.22</u>
Total Expense	<u>6,114.26</u>	<u>6,792.50</u>	<u>-678.24</u>
Net Income	<u>2,403.26</u>	<u>3,531.50</u>	<u>-1,128.24</u>

2:45 PM

02/02/13

Tigard Turns the Tide Grad Night Celebration
Modified Cash Basis Assets and Liabilities
As of January 31, 2013

	<u>Jan 31, 13</u>
ASSETS	
Current Assets	
Checking/Savings	
HomeStreet Checking Account	11,994.63
Total Checking/Savings	<u>11,994.63</u>
Other Current Assets	
Refundable Deposits	500.00
Total Other Current Assets	<u>500.00</u>
Total Current Assets	<u>12,494.63</u>
TOTAL ASSETS	<u><u>12,494.63</u></u>
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	10,091.37
Net Income	2,403.26
Total Equity	<u>12,494.63</u>
TOTAL LIABILITIES & EQUITY	<u><u>12,494.63</u></u>

Prepared in my capacity as a volunteer and not as a CPA