

COMMUNITY EVENTS FUNDING REQUEST

Due: February 13, 2014

Event Name: Tigard Bull Mountain Farmers Market

Address: 4389 SW Pacific Hwy

City, State, Zip: Tigard, Oregon 97223

Contact Name: Sean Mathews

Telephone Number: 503 804 7642

E-mail address: mathewss@tbmfm.org

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

Cash \$4,000.00

In-Kind Services-hours (use of City property, City staff support, etc. Please explain the services requested on a separate sheet) \$0.00

Total Request \$4,000.00

2. **Purpose of Funding Request:**

Funding of \$4,000.00 will allow the following:

- * Supplies for kids planting a seed day.
- * Educational puppet shows for the kids (in 2013 we had 2 shows we would like to have several more)
- * Demonstrators for food preparation and preservation as well as supplies for the demonstrations

3. **How will this event benefit the Tigard Community?**

In 2014 the Tigard Bull Mountain Farmers Market (TBMFM) will be expanding its youth and citizen education efforts to encourage healthy eating, food preservation and household cultivation of edible and non edible plants. We will be offering regular events for kids and adults including but not limited to kids planting seeds and taking them home, food preparation of produce that is in season and preserving foods for the winter canning and proper storage of foods to maximize the shelf life.

4. **How many Tigard residents do you anticipate participating in this event (or these events)?**

In 2013 we had had as many as 50-100 kids and adults participate in our regular events. We expect to expand upon this in 2014 and are estimating 100-200 per week out of the 2000 visitors we have every week

5. **Please submit the following information with this request:**

- a. 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.
- b. Audit report or financial statements for the last fiscal year.
- c. Articles of Incorporation.*
- d. 501(c)(3) status.*
- e. 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.

TIGARD BULL MOUNTAIN FARMER'S MARKET

2014 PROJECTED INCOME AND EXPENSE

VENDOR SPACE INCOME

30 VENDORS	\$22,500.00
35 VENDORS	\$26,250.00
40 VENDORS	\$30,000.00

EXPENSES:

CONTRACT LABOR:	
BENSON COOK, LLC	\$7,630.00
BENSON COOK, LLC SIGN WAVERS	\$2,500.00
TONY HENDERSON/ BIFFY	\$4,375.00
VOLUNTEER EXPENSE, INCLUDING MUSIC	\$1,250.00

ADVERTISING	\$5,000.00
MARKET SUPPLIES	\$1,000.00
POSTAGE	\$100.00
AUTO EXPENSE	\$600.00
MERCHANT SERVICES	\$800.00
ACCOUNTING- TAX SERVICES	\$500.00

TOTAL \$23,755.00

EVENTS:

STRAWBERRY SHORTCAKE	\$100.00
PEACH COBBLER	\$200.00
POTATOE DAY	\$1,400.00
CHILDRENS DAY	\$400.00
PUPPET SHOW	\$1,250.00
CHEF	\$300.00

EVENTS TOTAL \$3,650.00

4:08 PM
02/13/14
Cash Basis

Bull Mountain Farmers Market LLC
Profit & Loss
January through December 2013

	<u>Jan - Dec 13</u>
Ordinary Income/Expense	
Income	
Space Rental Income	17,244.00
Tokens Income	685.21
Total Income	<u>17,929.21</u>
Cost of Goods Sold	
Merchant Account Fees	659.36
Total COGS	<u>659.36</u>
Gross Profit	17,269.85
Expense	
Advertising & Promotion	
Newspaper Advertisement	4,400.00
Puppeteer	500.00
Sign Wavers	2,218.00
Signage	535.00
Total Advertising & Promotion	<u>7,653.00</u>
Bank Service Charges	14.00
Dues & Memberships	115.00
Insurance Expense	600.00
Licenses	82.50
Office Supplies	64.47
Postage	23.20
Printing & Reproduction	111.63
Professional Fees	11,700.00
Reconciliation Discrepancies	5.00
Repairs and Maintenance	130.97
Safety Equipment	884.40
Supplies	704.91
Vendors Meeting	153.61
Total Expense	<u>22,242.69</u>
Net Ordinary Income	<u>-4,972.84</u>
Net Income	<u><u>-4,972.84</u></u>