

COMMUNITY EVENTS FUNDING REQUEST

Submitted: December 13, 2013

Event Name: 115th U.S. Women's Amateur Championship (8/8-16/15). This is the world's most prestigious golf championship for nonprofessional women.

Address: Ken Poorman
c/o Portland Golf Club
5900 SW Scholls Ferry Rd.
Portland, OR 97225

Contact Data: Ken Poorman (Portland Golf Club member and Fundraising Chairman for the 2015 U.S. Women's Amateur), 503-318-4469, krpoorman@aol.com

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

Cash

\$4,000

Total Request

\$4,000

Note: Please see the enclosed event brochure. \$4,000 is the "Bronze" Supporter level and presents a number of benefits to include significant media recognition. Also, please note, payment may be split between 2014 and 2015 if you prefer.

2. **Purpose of Funding Request:**

The implementation of this event will require the Portland Golf Club members to give up use of their course for eight days during the prime August playing season, to provide about 400 volunteers and to assume financial exposure of at least \$450,000. The purpose of this funding request is to help cover the multitude of related expenses – attached is the cash budget (\$586,199) from this years tournament which was held in Charleston, South Carolina.

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

There will be 156 competitors from all over the world who will make their way to Oregon accompanied by family members and friends. The Embassy Suites at Washington Square will be the official host hotel plus restaurants and retail shopping will benefit.

There will be 15 hours of international TV that, together with other media coverage, will showcase our area as the pristine place to live that we all know it to be.

We think it will send a strong positive message about our sense of community if we can project a unified position of support from the civic entities in our area.

4. **How many Tigard residents do you anticipate participating in this event?**

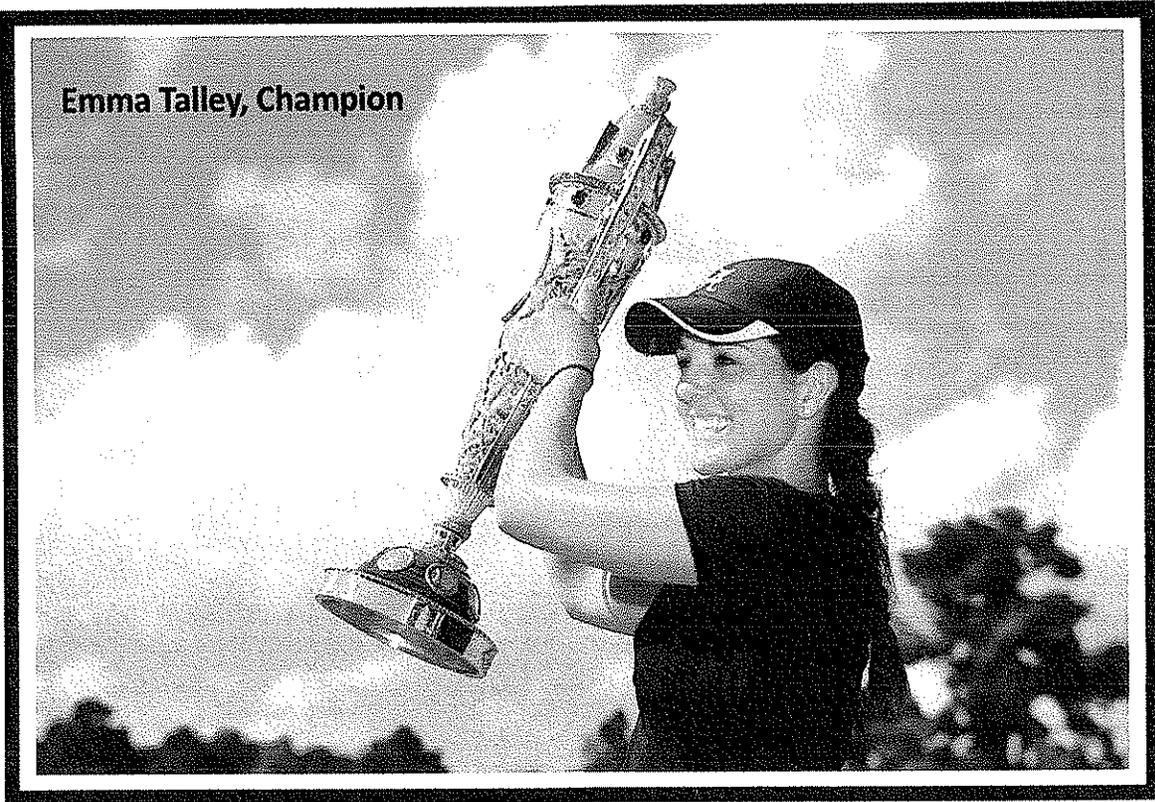
We will not be selling tickets for admission to view the tournament – it will be free! This is an opportunity for Tigard and other residents in our area to walk the historic Portland Golf Club and see the finest women amateur golfers in the world perform.

5. **Attached requested and other information:**

- a. The budget for the 2013 was \$586,199 (attached). We will have the same basic budget line items but are confident we can implement a quality event for no more than \$450,000.
- b. Portland Golf Club audit report or financial statements for the last fiscal year.
- c. Articles of Incorporation.
- d. 501(c)(3) status. Note: We are a 501(c)(7) Non-profit LLC.
- e. Organization Bylaws
- f. Brochure – The 115th U.S. Women's Amateur Championship.

Thank you! We very much appreciate your consideration of our request. Together with our "Supporters" we will implement this event in a fashion all will enjoy and of which we can be proud.

Emma Talley, Champion



113th U.S. Women's Amateur Championship

August 5-11, 2013

COMMITTEE REPORT



Country Club of Charleston 1 Country Club Drive, Charleston, SC 29412 Tel 843.795.0422

Document Date 11/4/13

Championship Administration - Budget

USGA Championship Host Club Summary Budget

- Initial budget goal was set at nearly \$500,000; \$400,000 cash and \$100,000 in-kind.
- USGA F&B of \$55,343.64 is listed as championship revenue, but it was not initially included in the championship budget. An equal amount has been listed under expenses to reflect that this revenue is paid to the club from the USGA.
- As fundraising revenues exceeded budget goals, the championship committee agreed to pay for site improvements totaling nearly \$40,000, which included landscaping and debris clean-up to provide the needed space for the television compound, and club staff overtime.
- A Tournament Manager was hired on a temporary basis due to added responsibilities undertaken by the championship office.
- Certain expenses (i.e., player F&B and advertising) are mostly in-kind contributions and are listed at the value provided the donor.

<u>REVENUES</u>	<u>Initial Budget</u>	<u>Final Budget</u>	<u>Cash Actual</u>	<u>In-Kind</u>
Volunteer Fees	\$ 22,000.00	\$ 24,142.73	\$ 24,142.73	XXXXXX
Championship Merchandise Net	-	7,130.81	7,130.81	XXXXXX
Food & Beverage (incl all Brkfst, Lunch, USGA dinners & specials)	-	55,343.64	55,343.64	XXXXXX
Total Individual Financial Contributions	120,000.00	161,398.00	161,398.00	XXXXXX
Total Corporate Financial Contributions	350,000.00	427,347.00	301,507.00	XXXXXX
Misc. Revenues	-	1,676.94	1,676.94	XXXXXX
USGA Assistance (one-time January payment)	35,000.00	35,000.00	35,000.00	XXXXXX
Value In-kind donations	XXXXXX	XXXXXX	XXXXXX	125,840.00
Revenue - Grand Total	\$ 527,000.00	\$ 712,039.12	\$ 586,199.12	\$ 125,840.00
<u>EXPENSES</u>	<u>Budget (1)</u>	<u>Budget (1)</u>	<u>Actual (2)</u>	<u>In-Kind (3)</u>
Transportation				
Van Rentals (inc Evac)	\$ 24,000.00	\$ 24,230.17	\$ 21,230.17	\$ 3,000.00
Transportation Svce	40,000.00	41,907.44	41,907.44	
Fuel	200.00	158.83	158.83	
Courtesy Cars	-	-	-	
Parking	4,000.00	1,966.81	1,966.81	
Misc.	2,000.00	519.05	519.05	
Total	\$ 70,200.00	\$ 68,782.30	\$ 65,782.30	\$ 3,000.00
Volunteers				
Food & Bev	\$ 25,000.00	\$ 24,488.99	\$ 24,488.99	
Uniforms	18,000.00	22,718.32	22,718.32	
Training	1,500.00	1,572.31	1,572.31	
Credentials	5,000.00	5,321.17	5,321.17	
Key Staff/Volunteer Gifts (Host Family)	1,500.00	1,800.00	1,800.00	
Volunteer Day	-	-	-	
Total	\$ 51,000.00	\$ 55,900.79	\$ 55,900.79	\$ -

Championship Administration - Budget

Facilities	Initial Budget	Final Budget	Cash Actual	In-Kind
Misc Rentals	\$ 8,000.00	\$ 9,940.91	\$ 9,940.91	
Scoreboard (Incl Header)	12,000.00	15,052.11	5,052.11	10,000.00
Signage	8,000.00	7,752.98	7,752.98	
Tents	9,000.00	9,445.20	4,445.20	5,000.00
Trash Cans	2,000.00	913.02	913.02	
Portable Storage	1,000.00	987.21	987.21	
Port-o-Lets	12,000.00	9,797.77	4,797.77	5,000.00
Golf Carts	5,000.00	5,431.44	5,431.44	
USGA Office Equip	4,500.00	5,115.40	3,365.40	1,750.00
Phone Lines	2,500.00	4,409.70	2,809.70	1,600.00
Plumbing & Electric	6,000.00	5,478.51	5,478.51	
Sound & Lighting	1,000.00	1,522.75	1,522.75	
Office Trailers	5,000.00	5,315.75	5,315.75	
Site Prep	3,000.00	30,092.25	30,092.25	
Staff Housing	-	-	-	
Supplies	4,000.00	3,522.48	3,522.48	
Trash Service				
Total	\$ 83,000.00	\$ 114,777.48	\$ 91,427.48	\$ 23,350.00
Hospitality				
Welcome Dinner or Reception	\$ 25,000.00	\$ 22,551.48	\$ 22,551.48	
Other Championship Dinner Function	-	5,611.07	5,611.07	
Entertainment	1,500.00	1,500.00	1,500.00	
Food & Beverage - players	3,500.00	2,509.04	2,509.04	
Coolers	2,000.00	1,786.34	1,786.34	
On Course Bev & snacks	5,000.00	32,089.69	9,589.69	22,500.00
Spouse Activities	-	-		
Flowers	250.00	48.83	48.83	
Misc	-	321.48	321.48	
USGA F&B income paid to Club	-	55,343.64	55,343.64	
Total	\$ 37,250.00	\$ 121,761.57	\$ 99,261.57	\$ 22,500.00
Player Amenities				
Gift	\$ 6,500.00	\$ 14,447.17	\$ 8,447.17	\$ 6,000.00
Bag Tags	-	-		
Locker Plates	1,000.00	1,367.69	1,367.69	
(Other - Rename)				
(Other - Rename)				
Total	\$ 7,500.00	\$ 15,814.86	\$ 9,814.86	\$ 6,000.00

Championship Administration - Budget

Printing, Publications, Comm.	Initial Budget	Final Budget	Cash Actual	In-Kind
Advertising	\$ 5,000.00	\$ 8,416.20	\$ 416.20	\$ 8,000.00
Misc Printing/ Letterhead	5,000.00	4,871.61	4,871.61	
Championship Program	7,000.00	6,273.11	6,273.11	
Grouping and Starting Time "Slicks"	1,200.00	1,435.82	1,435.82	
Yardage Book	500.00	1,018.82	1,018.82	
Banners & Posters	500.00	575.94	575.94	
Photographer	200.00	321.50	321.50	
Website	3,000.00	3,619.09	1,869.09	1,750.00
Logo Design	-	-	-	
Communications	1,200.00	1,471.26	1,471.26	
Postage	1,500.00	1,297.71	1,298.71	
Players Guide	750.00	811.04	811.04	
Volunteer Guide	1,000.00	1,159.01	1,158.01	
Graphics Artist	7,000.00	7,725.00	7,725.00	
Total	\$ 33,850.00	\$ 38,996.11	\$ 29,246.11	\$ 9,750.00
Administration				
Registration	\$ -	\$ -	\$ -	
Committee Meetings	2,500.00	1,785.40	1,785.40	
Radios	6,000.00	6,924.09	6,924.09	
Friends of Championship Board	1,000.00	1,200.00	1,200.00	
Committee Travel - Previous Championships	12,000.00	8,059.25	8,059.25	
Medical	50,000.00	50,000.00	-	50,000.00
Security	12,000.00	12,732.50	12,732.50	
Committee Meals & Entertainment	3,000.00	2,646.45	2,646.45	
Championship Director	70,000.00	78,013.13	78,013.13	
Staff Bonus (From Event)	-	10,000.00	10,000.00	
Total	\$ 156,500.00	\$ 171,360.82	\$ 121,360.82	\$ 50,000.00
Fundraising				
Promotional Materials	\$ 5,000.00	\$ 4,272.74	\$ 4,272.74	
Fundraising Dinner	10,000.00	14,710.19	14,710.19	
Friends of Championship Gifts	2,000.00	1,818.51	1,818.51	
Friends of Championship Outing	14,000.00	11,512.05	11,512.05	
Friends of Championship Hospitality	14,000.00	12,163.18	12,163.18	
Promo Video	2,500.00	2,249.70	2,249.70	
(Other - Rename)				
Total	\$ 47,500.00	\$ 46,726.37	\$ 46,726.37	\$ -

Championship Administration - Budget

On Course/Maintenance	Budget	Budget	Cash Actual	In-Kind
Equipment	\$ -	\$ -	\$ -	
Hazard and O.B. Stakes	-	-	-	
Push Cart Rentals	-	-	-	
Ropes & Stakes	-	-	-	
Tee Covers	-	-	-	
Tee Signs	250.00	180.00	180.00	
Range Lights	-	-	-	
Contingency	-	-	-	
Misc	2,500.00	-	-	
(Other - Rename)				
Total	\$ 2,750.00	\$ 180.00	\$ 180.00	\$ -
Additional Labor				
Course Maintenance	\$ -	\$ 6,000.00	\$ 6,000.00	\$ -
Clubhouse	-	2,491.46	2,491.46	
Caddies	200.00	-		
Temporary Championship Staff	20,000.00	31,987.71	31,987.71	
Total	\$ 20,200.00	\$ 40,479.17	\$ 40,479.17	\$ -
Media Relations				
Media Kits	\$ -	\$ -		
Media Day	2,000.00	1,991.43	1,991.43	
Junior Golf Day	2,000.00	1,421.61	1,421.61	
Misc. Television Commercial Trade		11,240.00	-	11,240.00
Total	\$ 4,000.00	\$ 14,653.04	\$ 3,413.04	\$ 11,240.00
Expenses - Grand Total				
	\$ 513,750.00	\$ 689,432.51	\$ 563,592.51	\$ 125,840.00
Net Income/(Expenses)				
	\$ 13,250.00	\$ 22,606.61	\$ 22,606.61	\$ -