

COMMUNITY EVENTS FUNDING REQUEST

Community Event is an activity that is of short duration that brings together the citizens of Tigard for entertainment and/or educational purposes in a public setting.
Please complete each question.

Due: February 11, 2016

Event Name: Picnic in the Park at Bull Mountain Park _____
Address: 13950 SW Alpine Crest Way _____
City, State, Zip: Tigard, OR 97223 _____
Contact Name: Linda Shaw _____
Telephone Number: 503-524-7268 or Mobile 971-227-4412 _____
E-mail address: lindashaw13178@msn.com _____

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

Cash	\$8,295.00
In-Kind Services-hours (use of city property, city staff support, etc. Please explain the services requested on a separate sheet)	_____
Total Request	\$8,295.00

2. **Purpose of Funding Request:** Friends of Bull Mountain Park is a Tigard, Oregon local non profit company. The Friends fiscal sponsor is Tualatin River Watershed Council, a 501c (3) non-profit organization. We are a group of volunteers with a shared vision for this property to provide,

- A venue that fosters healthy and active lifestyles
- An outdoor classroom for meaningful learning
- A connecting link into the regional trail system
- A sight for community and family gatherings
- A place for children of all ages to play

Friends of Bull Mountain Park would like to host a series of "Picnic in the Park" events to establish Bull Mountain Park as the heart of the surrounding community. Please see attached budget proposal for funds in each of the following categories:

Musicians: The funds will enable the park to hire musicians from the local area to perform once per month in the summer, beginning in July.

Signage: Physical signs at each park entrance and throughout the adjoining neighborhoods will be vital to "getting the word out" and increase the number of attendees.

Promotional products: A small token will be given to remind attendees of their experience in the park. We would print the City's and the Parks logo on such items as lip balm, insect repellent, wild flower seed packages and Frisbees.

Food and beverages: During the September event, we would like to dedicate the program to all of the volunteers and contributors to the park. As a special thank you, we want to show our appreciation and recognize our invited guests; Tigard High students, Boy Scouts, neighbors, designers, contractors, suppliers and the City of Tigard.

3. **How will this event benefit the Tigard Community? Please be specific.** “Picnic in the Park” gives the neighbors a reason to gather and foster a sense of community. The Friends of Bull Mountain have accomplished a lot in a short time by developing trails and securing funds for a forthcoming nature play area and picnic shelter. The park provides a natural backdrop for getting out and enjoying the outdoors. Upon completion, it will serve as an outdoor classroom for the community and promote the City of Tigard’s vision of walkability. We have really appreciated partnering with the City to turn this land into a destination for our community and look forward to starting a new Tigard Tradition called “Picnic in the Park”.

4. **How many Tigard residents do you anticipate participating in this event (or these events)?** We predict 60-125 residents at each event.

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.

See attachments.

Linda Shaw
Print Name of Preparer

Linda Shaw
Signature of Preparer

02/10/16
Date

Tigard Community Events Grant Proposal					
Expense	Jul-16	Aug-16	Sep-16	Jun-17	Total
Signage	\$150.00	\$150.00	\$150.00	\$150.00	\$600.00
Bands	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$6,000.00
Food/beverage	\$0.00		\$850.00	\$0.00	\$850.00
Promotional Products	\$270.00	\$270.00	\$125.00	\$180.00	\$845.00
Total	\$1,920.00	\$1,920.00	\$2,625.00	\$1,830.00	\$8,295.00

**Friends of Bull Mountain Park (FBMP)
Financial Report Summary**

Description	2015 Running Total	2016 Running Estimate	2017 Running Estimate
Ordinary Income / Expense			
Income			
Donations (*1)	\$29,370.00	\$163,900.00	\$100,000.00
Interest	\$22.00	\$115.00	\$70.00
Miscellaneous	\$302.00	\$1,500.00	\$950.00
Reimbursements	\$1,042.00	\$5,000.00	\$3,000.00
Total Income	\$30,736.00	\$170,515.00	\$104,020.00
Expenses			
Operating			
Supplies	\$3,259.00	\$55,000.00	\$24,000.00
Contractors	\$7,490.00	\$95,000.00	\$70,000.00
Total Operating	\$10,749.00	\$150,000.00	\$94,000.00
Administration			
TRWC Fiscal Admiration (*2)	\$2,697.00	\$16,390.00	\$10,000.00
Total Administration	\$2,697.00	\$16,390.00	\$10,000.00
Total Expenses	\$13,446.00	\$166,390.00	\$104,000.00
Net Income	\$17,290.00	\$4,125.00	\$20.00
In-kind (*3) contributions			
A= Non skilled general labor	\$38,591.00	\$45,000.00	\$40,000.00
B= Engineering	\$1,856.00	\$2,000.00	\$2,000.00
C=Project Management	\$21,914.00	\$20,000.00	\$20,000.00
D=Mileage	\$331.00	\$750.00	\$750.00
E=Contribution of goods	\$3,129.00	\$5,000.00	\$5,000.00
F=Contribution of services	\$10,109.00	\$15,000.00	\$15,000.00
In-kind (*4)	\$75,930.00	\$87,750.00	\$82,750.00

Note

*1 - 2016 includes the Metro NIN Grant (\$125,900). 2017 includes additional \$60,000 grant.

*2 - FBMP fiscal sponsor is Tualatin River Watershed Council (TRWC), a 501(c) (3) non-profit organization.

*3 - In-kind gifts are contributions of goods or services, other than cash.

*4 - 2014 In-kind total is \$7,458. Started formal tracking Nov. 2014.