

**PORT OF PALM BEACH DISTRICT
REQUEST FOR DISCUSSION AND
COMMISSION ACTION**

**CONSENT AGENDA
ITEM H-9**

PREPARED BY: Jarra Kaczvara Sr. Director of Business Development September 20, 2018
Venice Howard District Clerk/Records Administrator

SUBJECT: Community Grants

BACKGROUND INFORMATION: The following item is being presented for approval:

The Fiscal Year 2019 Policy and Procedure

Community Grant Sponsorship/Tickets

Wellington Wild Fast Pitch Travel Softball Team	Sponsorship	\$100.00
Sickle Cell Foundation of Palm Beach County	Sponsorship	\$500.00
Caribbean American for Community Involvement - 29th Annual Friendship Ball	Ticket	\$100.00

The organizations has a completed W-9 on file and Port Staff have verified that they have a 501(c)(3) designation.

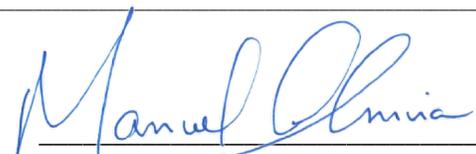
ADDITIONAL INFORMATION ATTACHED: No _____ Yes X

FINANCIAL IMPACT: This item is funded from the FY18 Operating Budget.

RECOMMENDATION:

Motion to approve a sponsorship to the Wellington Wild Fast Pitch Travel Softball Team in the amount of \$100.00, a sponsorship to the Sickle Cell Foundation of Palm Beach County in the amount of \$500.00, one event ticket for the Caribbean American for Community Involvement Annual Friendship Ball in the amount of \$100 and the Fiscal Year 2019 Policy and Procedure.

Respectfully Submitted By


Manuel Almira, Executive Director

DATE ACTION TAKEN: _____
Approved: _____
Disapproved: _____
Deferred to: _____
Incorporated into Minutes: _____

Motion by: _____
Seconded by: _____
Unanimous: Yes _____ No _____
By: _____

**PORT OF PALM BEACH DISTRICT
COMMUNITY GRANT OUTREACH PROGRAM
TICKET EVENTS/RECOMMENDATIONS
POLICY AND PROCEDURE**

Fiscal Year 2019

POLICY:

Each Commissioner will be permitted a budget amount of \$2,000 to attend program events and make recommendations for donations during the fiscal year.

Support for any single donation recommendation shall not exceed \$500 in any individual fiscal year (October 1 – September 30).

Donation recommendations or events must either be classified as an IRS 501(c)(3) exempt organization or educational in nature.

Organizations receiving donations, contributions or sponsorships for non-ticketed events must submit a completed W-9 form and proof of IRS 501(c)(3) classification to the Port prior to payment processing.

Only one request per organization, per fiscal year (October 1 – September 30)

TICKETS

2 Tickets per Commissioner, per event. There will be no maximum ticket cost. Any additional tickets can be purchased at the commissioners own cost.

Ticket cost will not go against \$500 annual maximum donation.

TABLES

Table/co-table sponsorship not to exceed \$500 per event per organization.

Vacancies for Events are filled as follows:

- 1) Commissioners
- 2) Potential Users/Tenants
- 3) Senior Staff

FY 2019 EVENT/RECOMMENDATION PROCEDURE:

Upcoming event memorandums are submitted to the Commission for consideration as invitations are received.

Any requests for event tickets, donations, contributions or sponsorships received after the conclusion of a Regular Monthly Board Meeting, will be immediately processed for payment and placed on the next Board Meeting agenda for approval or ratification.



WELLINGTON WILD FAST PITCH TRAVEL SOFTBALL 2018 SPONSORSHIP FORM

The Wellington Wild is entering their 18th year of travel softball! This WILD season will start in January and run throughout the year. We will be supporting teams in the 8 and under, 10 and under and 12 and under divisions. Wellington Wild Fast Pitch Travel Softball needs support from our community for many expenses associated with travel ball such as: team equipment, uniforms, tournament fees, insurance, etc. Without the support of our business partners, such as you, our dedicated softball players would not have the challenge, fun and experience of a season full of softball! Please show your support for our girls as they travel throughout Florida representing the Western Communities of Palm Beach County.

Visit our website at: www.wellingtonwild.org
Like our Facebook page: Wellington Wild Travel Softball 2017/2018

**PLEASE CHECK THE SUPPORT LEVEL FOR YOUR CONTRIBUTION AMOUNT AND
FILL OUT ALL OF THE INFORMATION ON THE FOLLOWING PAGE:**

- Grand Slam \$1000
8x10 Sponsor Plaque, 4x6 Banner for 2 years, Company advertised on our FB Page
- Homerun \$750
8x10 Sponsor Plaque, 4x6 Banner for 2 years
- Triple \$500
8x10 Sponsor Plaque, 4x6 Banner for 1 year
- Double \$250
5x7 Sponsor Plaque, 2x6 Banner for 1 year
- Single \$100
5x7 Sponsor Plaque
- Individual Sponsor in the amount of \$_____
No Sponsor Plaque or Banner

All banners will be displayed at our home fields "Tiger Shark Park" in Wellington!

BANNERS: All banner artwork must be emailed to: Angela Lacy at afranklinlacy@aol.com
Companies may supply their own banner if it is the size that correlates to their contribution.
ALL banners MUST be approved by the Wellington Wild Board of Directors.
Please send high resolution images or graphics.



WELLINGTON WILD FAST PITCH TRAVEL SOFTBALL
2018 SPONSORSHIP FORM

Type of Contribution:

Company

Individual

PLAYER /TEAM that you are SPONSORING:

PLAYER/TEAM Contact Info (Name and Number):

Sponsor Name:

Address:

Contact Phone Number:

ALL CONTRIBUTIONS ARE GREATLY APPRECIATED!!!!!!

Please fill out all of the necessary information and return BOTH forms to:

Wellington Fast Pitch Softball Association
c/o Angela Lacy
2372 Sunderland Avenue
Wellington, FL 33414

**Make Checks Payable to: WFSA
(Wellington Fast Pitch Softball Association)**

For tax deductible donations, our TAX ID # is 65-0985442.



Sickle Cell Foundation
of Palm Beach County and Treasure Coast, Inc.

1600 North Australian Avenue West Palm Beach, Florida 33407-5621
(561) 833- 3113 • Fax: (561) 659-4505



FOUNDER
Eva W. Mack

CHIEF EXECUTIVE OFFICER
Shalonda Warren

September 10, 2018

Dr. Jean Landfair Enright, Commissioner
One East 11th Street, Suite 600
Riviera Beach, FL 33404

Dear Dr. Enright:

First, I would like to thank you for your past support of the Sickle Cell Foundation of Palm Beach County and Treasure Coast, Inc. Your support of our mission shows that you understand the impact of our organization as we serve children and families affected by Sickle Cell disease and trait. As a non-profit, we heavily rely on gifts and donations from valued community partners. Please consider a \$500 sponsorship to support the 2018 Sickle Cell-cebration Walk on Saturday, September 15, 2018. The walk will take place in beautiful Riviera Beach located at the Riviera Beach Municipal Beach (Ocean Mall), 2500 North Ocean Ave., Riviera Beach, FL 33404. Registration begins at 7:00 am, warm-up at 7:30 a.m. and the walk starts promptly at 8:00 am. We would love for Team "Enright" to join the walk!

The walk is an annual campaign celebrating united support of Sickle Cell Disease/Trait, raising awareness and inspiring hope. After the walk, sponsors will have the opportunity to address participants. Please feel free to represent your organization by wearing your organization's shirts or colors. The Cell-cebration Walk will include water stations, free health screenings and snacks. We are looking for local businesses and organizations to help us make this event truly special for our community. As a community partner, your involvement will help raise money to serve the needs of more than 30,000 people affected by the Sickle Cell Disease/Trait in Indian River, Martin, Okeechobee, Palm Beach and St. Lucie Counties.

Thank you in advance for your consideration and commitment to this worthy cause. Events like this demonstrate our commitment to community and provide encouragement to individuals and families affected by Sickle Cell Disease/Trait. Please feel free to reach out to Crystal Thackoor or myself with any questions at 561-833-3113 or email cthackoor@sicklecellpbc.org.

Sincerely,

A handwritten signature in blue ink, appearing to read "Shalonda Warren".

Shalonda Warren
Chief Executive Officer

Please Note: The U.S. Internal Revenue Service asks that we verify that no goods or services were received, and that the organization received the entire amount of your donation. IRS regulations require that you retain this letter as documentation of your 2018 charitable contribution to Sickle Cell Foundation of Palm Beach County and Treasure Coast, Inc.'s Federal Tax Identification Number is #59-1975315; Florida Department of Agriculture and Consumer Affairs Solicitation Registration Number # CH4337. A COPY OF THE OFFICIAL REGISTRATION AND FINANCIAL INFORMATION MAY BE OBTAINED FROM THE DIVISION OF CONSUMER SERVICES BY CALLING TOLL-FREE (800-435-7352) WITHIN THE STATE. REGISTRATION DOES NOT IMPLY ENDORSEMENT, APPROVAL OR RECOMMENDATIONS BY THE STATE.



Caribbean American For Community Involvement, in Florida, Inc.

A 501(c)(3) Organization - (EIN #65-0965408)

675 Royal Palm Beach Boulevard • Room 134 • Royal Palm Beach, FL 33411

www.cafcipbc.org • E-mail: cafcib@south.net • Phone: 561.790.4002

Follow us on Facebook

29th Annual FRIENDSHIP BALL

Hilton Palm Beach Airport

150 Australian Avenue, West Palm Beach, FL 33406

Saturday, September 15, 2018 at 7 pm

SPONSORSHIP OPPORTUNITIES

(Due by August 17, 2018 for inclusion in Friendship Ball Journal)

BRONZE SPONSOR: \$1,000

- Two (2) tickets for the Annual Friendship Ball
- Full page color advertisement in Ball Journal
- Recognition in video presentation
- Acknowledgment in Ball Journal

SILVER SPONSOR: \$2,500

- Four (4) tickets for the Annual Friendship Ball
- Full page color advertisement in Ball Journal
- Recognition in video presentation
- Acknowledgment in Ball Journal

GOLD SPONSOR: \$5,000 or more

- Six (6) tickets for the Annual Friendship Ball
- Full page color advertisement in Ball Journal
- Recognition in video presentation and in Ball Journal
- Recognition as a Gold Sponsor on CAFCI's website for one year with direct link to sponsor's website

ADDITIONAL SUPPORT OPPORTUNITIES

I/We would like to support CAFCI's Annual Friendship Ball and its mission with a contribution of:
\$500 \$250 \$100 \$_____

I/We would like to purchase ___ tickets at \$100 each.

I/We would like to reserve a table of ten (10) for \$1,000

Tickets are also available via our website at www.cafcipbc.org.

Name: _____

Address: _____

City: _____

State: _____

Zip: _____

Phone: _____

E-mail: _____

Check enclosed in the amount of \$ _____

Please make check payable to **Caribbean American for Community Involvement**

Mail: *Attention - Sponsorship & Journal Committee,*

1030 Royal Palm Beach Blvd. P. O. Box 11, Royal Palm Beach, Florida 33411

Charge my credit card the amount of \$ _____ Visa MasterCard Discover

Card Number: _____

Expiration Date: _____

Name on Card: _____

Signature: _____

**Community Grant Program Budget
Allocation of Funds
FY 2018**

Requestor (Organization)	Commission Member	Request Date	BJC	JLE	KMW	PWM	WMR	Donation(D), Sponsorship (SS) or Tickets (TKS)	Total	Approval/Ratification (Month-Yr)	Payment Method: Check (CK) Credit Card (CC)	Processing Date
			\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00					
CACFI Student Assistance Scholarship Program		8/28/2017	\$ -	\$ -	\$ -	\$ -	\$ 500.00	D	\$ 500.00	Oct-17	CK	10/25/2017
Children's Home Society		8/28/2017	\$ -	\$ -	\$ -	\$ -	\$ 250.00	D	\$ 250.00	Oct-17	CK	12/18/2017
Gamma Zeta Sigma Foundation		8/28/2017	\$ -	\$ -	\$ -	\$ -	\$ 250.00	D	\$ 250.00	Oct-17	CK	12/18/2017
Ivy Educational Foundation		8/28/2017	\$ -	\$ -	\$ -	\$ -	\$ 150.00	D	\$ 150.00	Oct-17	CK	12/18/2017
Jack and Jill Foundation		8/28/2017	\$ -	\$ -	\$ -	\$ -	\$ 200.00	D	\$ 200.00	Oct-17	CK	12/18/2017
Urban League of PBC		8/28/2017	\$ -	\$ -	\$ -	\$ -	\$ 150.00	D	\$ 150.00	Oct-17	CK	12/18/2017
Youth Recreation Association		8/23/2017	\$ -	\$ -	\$ -	\$ -	\$ 200.00	D	\$ 200.00	Oct-17	CK	10/25/2017
Dr. Mary McLeod Bethune Elementary		10/27/2017	\$ 100.00	\$ -	\$ 300.00	\$ 100.00	\$ -	D	\$ 500.00	Nov-17	CK	11/17/2017
Operation Hope, Inc.		11/7/2017	\$ 100.00	\$ 300.00	\$ -	\$ 100.00	\$ -	D	\$ 500.00	Nov-17	CK	11/17/2017
United Way		11/7/2017	\$ -	\$ -	\$ 500.00	\$ -	\$ -	D	\$ 500.00	Nov-17	CK	11/17/2017
For the Children First (FTC)		11/18/2017	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	-	CK	-
Northboro Elementary Montessori Magnet		11/1/2017	\$ 100.00	\$ -	\$ -	\$ -	\$ 150.00	D	\$ 250.00	Dec-17	CK	12/22/2017
South Florida Hunger Coalition		11/15/2017	\$ 100.00	\$ -	\$ 400.00	\$ -	\$ -	D	\$ 500.00	Dec-17	CK	12/22/2017
The Children's Coalition, Inc.		11/18/2017	\$ 100.00	\$ -	\$ 100.00	\$ -	\$ 105.00	D	\$ 305.00	Dec-17	CK	12/22/2017
The Guatemalan-Maya Center, Inc.		11/15/107	\$ 100.00	\$ -	\$ 100.00	\$ -	\$ -	D	\$ 200.00	Dec-17	CK	12/22/2017
Holy Ground PBC (A Shower for Shelter)		11/28/2017	\$ -	\$ 200.00	\$ -	\$ -	\$ -	TKTS	\$ 200.00	Dec-17	CK	12/22/2017
MLK, Jr. Coordinating Committee- WPB (MLK Scholarship Breakfast)		12/19/2017	\$ -	\$ 90.00	\$ -	\$ 45.00	\$ 45.00	TKTS	\$ 180.00	Dec-17	CK	12/22/2017
Operation's Hope (18th Annual Appreciation Banquet)		11/28/2017	\$ -	\$ 50.00	\$ -	\$ -	\$ -	TKTS	\$ 50.00	Dec-17	CK	12/22/2017
Haiti Cholera Research Finding Foundation Inc		12/18/2017	\$ 100.00	\$ 100.00	\$ 100.00	\$ -	\$ -	D	\$ 300.00	Jan-18	CK	1/19/2018
St. John Fisher Catholic Church		1/8/2018	\$ 300.00	\$ -	\$ -	\$ -	\$ -	D	\$ 300.00	Jan-18	CK	1/19/2018
Bethune Cookman University Alumni Association		1/10/2018	\$ -	\$ 130.00	\$ -	\$ -	\$ -	TKTS	\$ 130.00	Feb-18	CK	2/22/2018
Wild Dolphin Project Inc.		1/18/2018	\$ -	\$ -	\$ 100.00	\$ -	\$ -	D	\$ 100.00	Feb-18	CK	2/22/2018
Law Enforcement Assistance Foundation L.E.A.F.		2/21/2018	\$ 200.00	\$ -	\$ -	\$ -	\$ -	SS	\$ 200.00	Mar-18	CK	3/16/2018
O.J. Anderson Scholarship		2/26/2018	\$ 100.00	\$ -	\$ 100.00	\$ -	\$ -	D	\$ 200.00	Mar-18	CK	3/16/2018
Planned Parenthood of SE and N Florida		2/26/2028	\$ -	\$ 150.00	\$ -	\$ -	\$ -	TKTS	\$ 150.00	Mar-18	CK	2/26/2018
Sickle Cell Foundation of Palm Beach County and Treasure Coast, Inc		2/27/2018	\$ -	\$ 130.00	\$ -	\$ -	\$ -	TKTS	\$ 130.00	Mar-18	CK	2/27/2028
The Historical Society of Palm Beach County		3/7/2018	\$ -	\$ -	\$ 100.00	\$ -	\$ -	D	\$ 100.00	Apr-18	CK	4/20/2018
Suncoast Community High School		3/14/2018	\$ -	\$ 100.00	\$ -	\$ 100.00	\$ -	D	\$ 200.00	Apr-18	CK	4/20/2018
Urban League of PBC		5/8/2018	\$ -	\$ 300.00	\$ -	\$ -	\$ -	TKTS	\$ 300.00	Jun-18	CC	5/8/2018
Boys and Girls Clubs of Palm Beach County		6/20/2018	\$ -	\$ -	\$ -	\$ 200.00	\$ -	D	\$ 200.00	Jul-18	CK	7/20/2018
City of Refuge at Thunderbolt, Inc.		7/13/2018	-	-	-	-	-	-	-	Aug-18	-	-
Life's Changes Palm Beach County, Inc.		7/20/2018	\$ 300.00	-	-	-	-	D	\$ 300.00	Aug-18	CK	8/17/2018
Caribbean American for Community Involvement - Annual Friend Ba		9/7/2018	-	\$ 100.00	-	-	-	TKTS	\$ 100.00	-	-	-
Sickle Cell Foundation of Palm Beach County and Treasure Coast, Inc		9/10/2018	\$ 100.00	\$ 350.00	-	\$ 50.00	-	SS	\$ 500.00	-	-	-
BALANCE			\$ 300.00	\$ -	\$ 200.00	\$ 1,405.00	\$ -					

* Board members may use community grant event money for application recommendations should they not plan on attending any community grant events during a specific round of funding.