



APPLICATION SPECIAL EVENTS ASSISTANCE PROGRAM



Date Received – Date Stamp

CITY OF NORTH PORT
RECEIVED
DEC 28 2016

Events Where City Costs are Funded

The City Commission shall on a quarterly basis approve a list of events for which some of the costs of City fees and/or resources are funded through a specially funded account. To be considered as a recipient for fund allocation, the event must be held in the City of North Port and meet the guidelines/criteria as outlined in City Special Events Assistance Program Guidelines.

Guidelines

The entity/organization shall submit for consideration before the North Port City Commission, an application for the Special Events Assistance Program and an approved Special Events Permit with all supporting documents as requested on page three (3) of this application for their event during the quarterly application period.

Any application submitted after the quarterly deadline will not be accepted. (Refer to the Special Event Assistance Program Guidelines for submission time periods).

I am applying for the (check one)

☐ 1st Quarter ☐ 2nd quarter ☐ 3rd Quarter ☒ 4th Quarter

General Information

Applicant: United Way South Sarasota Co. Indiv. ☐ Corp. ☐ 501c3 ☒

Contact: Maryann Terry Other: ☐

Address: 157 S. Havana Road

City/State/Zip: Venice, FL. 34293,

Telephone: Business: 941-484-4811 Home: _____

Cell: 941-468-9072 Email Address: Maryann@UWSC.com

Event Name: 7th Annual Community United Way Walk

Location Address: ~~City Center Tampa~~ Dallas White Park

Date(s) of Event: March 18, 17 Hours: 8-NOON Expected Attendance: 150-200+

Start & End

Financial Need: ☒ Yes ☐ No Will this event occur without financial assistance? ☐ Yes ☒ No

Event is (check one): ☐ One-time event ☒ Annual event

If annual event, how many years has your organization been holding this event? Seven years

Prior funding from City: ☒ Yes ☐ No If yes, amount received: \$ But given back when UWSC joined the BBQ BASH.

Description of Event: This annual charity walk is held to support and benefit North Port's non-profit community agencies while showcasing the services available to all North Port residents through these agencies and the business sponsors that participate in the walk. The Walk provides awareness of available opportunities in North Port's community for those in need, those in transition and incline to give or volunteer, with charity groups.

Primary Purpose/Mission of your organization:

UWSSC fights for the health, education + financial stability of every person in South Sarasota County

Submission Checklist

1. Approved Special Event Permit attached? ☒ Yes ☐ No (an approved special event permit must be attached to qualify)
2. Site plan attached? ☒ Yes ☐ No (site plan must match the plan submitted with the special event permit and include locations of garbage/recycling receptacles)
3. Parking plan attached? ☒ Yes ☐ No (parking plan must match the plan submitted with the special event permit)
4. Event budget attached? ☒ Yes ☐ No (an event budget must be attached to qualify)
5. *Is the event open to the public? ☒ Yes ☐ No Admission charged? ☐ Yes ☒ No

*(If the event is not open to the public and/or admission charged, the event does not qualify for the program)

Affidavit of Applicant:

I certify that the information contained in this Special Events Assistance Program application is true and correct to the best of my knowledge, that I have read and understand that if the grant is approved I agree to abide by the guidelines and procedures governing this program.

Applicant: (print) Maryann Terry

Title: Executive Director

Signature of Applicant: M. Terry

Date of Application: Dec. 27, 2016

North Port Community Charity Walk Budget

March 18, 2017

The purpose of the Walk is to help, non-profit organizations in the North Port South County area, raise money for their causes as well as for their local United Way agencies. United Way shares all Walk Team proceeds 50/50 with the organizations' that participate. Ultimately all the proceeds go right back into the community through our allocations to area agencies'.

United Way seeks water and food donations from local vendors to keep the cost down. We also partner with North Port YMCA who gives us use of their tables and chairs, rest rooms and pool at no charge.

Event budget items we pay for: Event Insurance = \$340.00

Awards and supplies = \$250.00

Rental= \$ 85.00

Total= \$675.00

United Way offers Walk event sponsorships to help offset these additional costs.

Having the City of North Port as a Partner with this event is invaluable. If granted these fees for the park rental, North Port would become a Media Sponsor and placed on the collateral materials for this event.

Thank you for your consideration.

Maryann Terry
Executive Director

FACILITY SALES RECEIPT

Receipt # 110335
Payment Date: 12/22/16
Household: 7517

Morgan Family Center
 6207 West Price Blvd.
 North Port FL 34291
 Phone: (941)429-7275
 Visit us on the Web at: www.cityofnorthport.com

MaryAnn Terry
 157 Havana Road
 Venice FL 34292
maryann@uwssc.com

Hm Ph: (941)468-9072

Reservation Updated: Dallas White Park, Dallas White Pav.

Address: 5900 Greenwood Ave, North Port, FL, 34287
 Reserv. Contact: **MaryAnn Terry**
 Phone Number: **(941)468-9072**
 Reserv. Number: 5433
 Status: Firm
 Purpose: United Way Walk- A-thon
 Anticipated Count: 200
 Facility Features: Electricity, Water, Restrooms, Grill, Picnic Tables

	<u>New Fees</u>	<u>Total Fees</u>	<u>New Paid</u>	<u>Total Paid</u>	<u>Amount Due</u>
	0.00	60.00	25.00 ✓	25.00	35.00
Deposit:	0.00	25.00	0.00	0.00	25.00

Date(s): Sat @ 8:00am - 12:00pm: 3/18/17
 Facility Comments: If you require electricity (available at Highland, Blue Ridge and Dallas White Park ONLY), a key must be picked up at least 36 hours prior to your rental.

Bounce house/inflatables require submittal of certificate of insurance 14 days prior to rental, and must be approved by Risk Management. No water attractions allowed.

Special Questions: If your reserved location is occupied at the permitted time of your reservation and the occupants do not vacate, please call the non-emergency City of North Port Police Department at (941)429-7300

Maintenance Comment Code:
 Reservation Comment Code:
 Event Type:
 Print Opt:
 Site Type:
 Link to Reservation #: 5433
 Display Reservation on WebTrac: No
 Web Event: No
 Are you having a tent larger than 10X10? No
 Are you having a bounce house? No
 Is this event catered? No
 Will alcohol be served at this event? No
 Will you need electricity? No

Processed on 12/22/16 @ 1:43pm by dmarkovic

Total New Fees	0.00
Discount Applied	0.00
Total New Taxes	0.00
Old Balances Included	85.00
Total Due	85.00
Total Fees Paid	25.00
Total Taxes Paid	0.00
Total Paid	25.00
Balance From Receipt	60.00

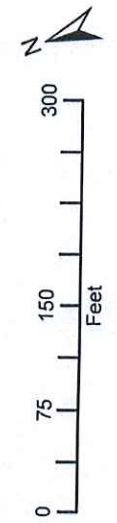
Household Balance Information

Overall Household Credit Balance Available	0.00
Overall Household Balance Due	60.00

Payment of: 25.00 Made By: Check With Reference: 7697

FACILITY SALES RECEIPT

Receipt #	110335
Payment Date:	12/22/2016
Household:	7517



Dallas White Park (11.57 acres)

• = waste containers
NorthPort
FLORIDA

Prepared by GIS Services
December 10, 2013

Disclaimer: This map is for reference purposes only and is not to be construed as a legal document. Any reference to information contained herein is at the user's risk. The City of North Port and its agents assume no responsibility for any use of the information contained herein or any loss resulting therefrom.



City of North Port
NEIGHBORHOOD DEVELOPMENT SERVICES
4970 City Hall Boulevard, North Port, FL 34286
Office: 941.429.7156
Fax: 941.429.7164



SPECIAL EVENT PERMIT

DATE ISSUED: December 28, 2016
PERMIT NUMBER: SPE-16-234
DESCRIPTION: 7TH ANNUAL UNITED WAY COMMUNITY CHARITY WALK
EXPIRATION DATE: March 19, 2017

The Special Event Permit for the 7TH ANNUAL UNITED WAY COMMUNITY CHARITY WALK event to be held on March 18, 2017 at the City Center Campus has been approved with the following conditions:

Fire/Rescue Department

- 1) Access for emergency vehicles must be maintained at all times. Vehicles cannot be used as barricades, as barricades must be able to be quickly & easily moved.

Planning Division

- 1) **Special Event Permit shall be visibly displayed at the main entrance of the business or in another prominent location for the duration of the event.**
- 2) Permit number and expiration date shall be placed on the lower right hand side of each sign. **If permit number and expiration date is not on signs, the signs will be removed by city officials.**
- 3) **Sign shall be placed 10 ft. from the roadway and shall not be in any median.**
- 4) Signs shall not impede free ingress and egress or cause a negative visual impact to pedestrians or vehicles. Signs shall maintain the required 10 ft. setback and shall maintain a distance of 50' between each sign and shall not exceed 16 sq. ft. in size. Signs are permitted in the locations specified according to submitted sign plan. **However, signs may be placed no earlier than two weeks before and must be removed no later than 24 hours after the event, which is 24 hours after the end of the event.**
- 5) It is the responsibility of the applicant to contact FPL/Verizon to verify location of underground wires, optics, services etc. before signs are placed. Any damage sustained to underground equipment is at the sole risk and responsibility of the applicant.
- 6) This event shall adhere to the City's noise ordinance.
- 7) Garbage and recycling receptacles shall be placed in convenient locations.
- 8) Restroom facilities shall be available for public use.

Property Standards

- 1) Signs must be removed no later than the expiration date of the permit.

SPE-16-234 7TH ANNUAL UNITED WAY COMMUNITY CHARITY WALK

Parks and Recreation

- 1) Tables must be provided by the organizer
- 2) A portable restroom sufficient for the number of attendees should be provided by the organizer to service the event.

Zoning Division

- 1) Signs shall not impede free ingress and egress or cause a negative visual impact to pedestrians or vehicles.

Rita Leopard
Approved by (Planning Administration)

12-28-16
Date