



CORAL SPRINGS SPORTS COMMISSION

EVENTS FUNDING 2018-19

**Brief Guidelines For Coral Springs Sports Commission
Events Funding Program 2018-19**

The Coral Springs Sports Commission was established by the City Commission to promote sporting events within the City. Its Mission Statement is: **"To identify, attract and retain quality sporting events that will have a substantial positive economic impact on the community"**. The Sports Commission administers the Event Funding Program to financially assist sporting events that **must occur within the City limits**. Groups that wish to request assistance for this funding should complete the attached application form. A Selection Committee will review the applications and make recommendations to the Sports Commission. The City Commission will make the final decision for events to be funded in April 2019.

1. Please read the application thoroughly prior to completing it.
2. You must adhere to the deadline of Friday, March 29, 2019 at 5 p.m. for submission of applications. Be sure to attach a copy of **Certification of Incorporation** as a business in the State of Florida.
3. Recommendations will be made to the City Commission in April 2019.
4. If your group receives money from this source, an officer of your corporation is required to sign this **Agreement** with the City. (The officer must have authority to sign on behalf of the Corporation.)
5. Fifty percent of the funds will be issued within ten days of execution of the Agreement by both parties and the final check will be issued upon completion of the final reports to the City. Occupancy of hotel rooms must be verified by hotels and submitted with Exhibits prior to remainder of funding being processed.
6. The reimbursable amount, if it applies, is to be submitted to the City within **sixty (60) calendar days after the completion of the event.**

If you have any questions, please call
Linda Savasta at 954-345-2201
Mail or return application to:
City of Coral Springs, Attn: RICK ENGLE,
2501 Coral Springs Dr. Coral Springs, Fl.33065

**CORAL SPRINGS SPORTS COMMISSION
EVENT GRANT APPLICATION – 2018-2019**

1. Title of Event: _____

2. Date: _____

3. Contact Person & Title: _____

Address: _____

Phone: _____ Fax: _____

E-mail: _____

President/Chair Name: _____

Treasurer Name: _____

4. Brief Description of Event: _____

5. List facilities & Addresses:

6. Legal Name of Organization & Address: _____

7. Type of Corporate Entity: _____

Attach copy of Corporate Certificate

CORAL SPRINGS SPORTS COMMISSION
EVENT GRANT APPLICATION
(Continued)

8. Major sports event & dates previously hosted by organization: _____

9. Total Expected Participants: in state _____ out of state _____
(include competitors, coaches, trainers, officials, etc.)

10. Total Expected Spectators: in state _____ out of state _____
(include fans, family, friends, etc.)

11. Hotel Impact:

Coral Springs: # of rooms _____ x avg. # nights _____ x avg. room rate _____ =\$ _____
Broward County: #of rooms _____ x avg # nights _____ x avg. room rate _____ =\$ _____

12. What is overall event plan? Include schedules, competition specifics, special events:

13. To what extent will community be involved in event? Include volunteer structure, local sponsorships, government assistance, etc.

CORAL SPRINGS SPORTS COMMISSION
PROPOSED STATEMENT OF REVENUE & EXPENDITURES

Name of Organization: _____

Name of Event: _____

ANTICIPATED REVENUES

Organization's Contribution \$ _____

Admissions, Concessions, Registrations _____

Donations, Sponsorships & Contributions _____

Other: List _____

Total Anticipated Revenues: \$ _____

ANTICIPATED EXPENDITURES

Advertising & Publicity \$ _____

Awards _____

Facility Rental _____

Food & Beverage _____

Insurance _____

Lodging _____

Printing, Postage & Supplies _____

Professional Fees _____

Security _____

Travel & Transportation _____

Other: _____

Total Anticipated Expenditures: \$ _____

Amount of Grant Funds Requested \$ _____

Disallowed Expenses:

Salaries, Permanent Equipment, Debts incurred prior to grant approval, Non-tournament costs.