



**CITY OF PALM SPRINGS
NOTICE OF APPLICATION PERIOD AND INSTRUCTIONS
FOR FY 2017-18 EVENT SPONSORSHIPS
AND AGENCY PROGRAM FUNDING**

The City Council of the City of Palm Springs will consider requests for the allocation of funding for a limited number of Event Sponsorships and Outside Agency Programs for Fiscal Year 2017-18 to organizations that provide services or events benefitting the Palm Springs Community. Decisions on funding will be made during the City's annual budgeting process and will be based upon the availability of funds; need, as demonstrated through the organization's application; stated objectives of the program or event; past performance by the organization; and the ability to measure progress toward the program objectives. Every Organization and Agency must file a completed application to be considered for funding. In the current fiscal year 2016-17, the City funded \$767,500 in this category (see attached list).

Notice is hereby given the City of Palm Springs is accepting applications for Event Sponsorships and Outside Agency Funding for Fiscal Year 2017-18.

The Application is available in an electronic PDF fillable format on the City's website at www.palmspringsca.gov, click on Government, scroll over to City Clerk, and click on Event Sponsorship or by calling the Office of the City Clerk at (760) 323-8204.

Completed Applications and supplemental materials must be received AT THE OFFICE OF THE CITY CLERK in City Hall, 3200 E. Tahquitz Canyon Way, Palm Springs, CA, 92262 by **3:00 PM, LOCAL TIME, MONDAY, JUNE 5, 2017**. The receiving time AT THE OFFICE OF THE CITY CLERK in City Hall will be the governing time for acceptance of Applications. It is the responsibility of the Applicant to see that any material sent through the mail, or by any other delivery method, shall have sufficient time to be received by this specified date and time.

Telegraphic, telephonic, and electronic mail will not be accepted. Postmarks will not be accepted in lieu of actual delivery. Late applications and proposals will not be considered.

The Applicant shall submit ONE (1) Original copy and ONE (1) flash drive of the application and supplemental attachments. In addition, all Fiscal Year 2016-17 recipients must include a one page grant report explaining how those funds were used.

The tentative City Council date for approving the budget for funding for Event Sponsorships and Agency Programing funding for Fiscal Year 2017-18 is Wednesday, July 19, 2017.

For your information, the application and all supplemental materials you submit will be public documents and will be posted on the City's website after the filing deadline.

**KATHLEEN D. HART, MMC
INTERIM CITY CLERK**

Special Events, Contributions, Sponsorships, and Support Requests - City Council Approval

Fiscal Year 2016-2017

City of Palm Springs

<u>Organization</u>	<u>Event / Contribution / Support Request</u>	<u>16-17 Request</u>	<u>Council Approval In-Kind</u>	<u>Council Approval Cash</u>	<u>Council Approval Total</u>
Significant Economic Drivers:					
1. CVSPIN, Inc.	Tour De Palm Springs	\$50,000	\$25,000		\$25,000
2. Palm Springs Pride	City fees and services for the week; Parade	\$85,000	\$85,000		\$85,000
3. Palm Springs International Film Festival	Film Festival	\$400,000	\$50,000	\$350,000	\$400,000
4. Palm Springs Modernism Week	Modernism Week	\$75,000	\$6,000	\$35,000	\$41,000
5. ACT for MS	Act for MS Christmas Tree Lane at Hard Rock Hotel	\$5,000			\$0
6. Agua Caliente Band of Cahuilla Indians	4th Annual Richard M. Milanovich Legacy Hike	\$5,000		\$5,000	\$5,000
7. Agua Caliente Band of Cahuilla Indians	7th Annual ACBCI Charity Celebrity Golf Tournament	\$6,000			\$0
8. Agua Caliente Cultural Museum	Dinner in the Canyons	\$5,000			\$0
9. Agua Caliente Cultural Museum	Native FilmFest	\$1,000		\$1,000	\$1,000
10. AIDS Assistance Program	Under the Stars	No request			\$0
11. American Foundation for Suicide Prevention	Out of Darkness Community Walk	\$5,000			\$0
12. American Red Cross	Home Fire Preparedness	\$10,000			\$0
13. American Lung Association	LUNG Force Desert Cities Luncheon	\$5,000			\$0
14. Black History Month Committee	Black History Parade & Town Fair	\$20,000	\$3,500	\$16,500	\$20,000
15. Boys and Girls Club	Annual Contribution	\$20,000		\$10,000	\$10,000
16. Coachella Valley Housing Coalition	KaBOOM - Park @ Coyote Run	\$10,000		\$10,000	\$10,000
17. Coachella Valley Rescue Mission	Emergency Food & Annex Shelter Program	\$25,000			\$0
18. Coachella Valley Volunteers In Medicine	Wine Lover's Auction	\$3,000			\$0
19. Coyote Stageworks	Theatre Season	No request			\$0
20. Desert AIDS	Steve Chase Awards	\$5,000			\$0
21. Desert AIDS	AIDS Walk	\$5,000		\$2,500	\$2,500
22. Desert AIDS	Dining Out for Life	\$5,000		\$2,500	\$2,500
23. Desert Biennial dba Desert X (1)	Desert X; Exhibition of Art	\$50,000			\$0
24. Desert Hot Springs Community Task Force	Coachella Valley Senior Water Volleyball Assn	\$15,000			\$0
25. Desert Winds Freedom Band	California Gold! 2016	\$25,000			\$0
26. Desert Arc	Desert Arc Italian Festival	\$5,000			\$0
27. DigiCOM Film Festival	DigiCOM Film Festival (Waive Convention Center fees)	\$25,000	\$5,000		\$5,000
28. Equality California Institute (EQCAI)	Support for local work of EQCAI	\$10,000		\$5,000	\$5,000
29. F.I.N.D. Food Bank	Mobile Pantry Program	\$10,000			\$0
30. Friends of the Desert Mountains	Trail maintenance; invasive & graffiti removal	\$10,000			\$0
31. Friends of the Palm Springs Animal Shelter	Low/No cost vaccine, microchips and tag clinic	\$5,000			\$0
32. Girl Scouts of San Geronio Council	Career Exploration Fair	\$5,000			\$0
33. Habitat for Humanity of CV	A Brush with Kindness	\$10,000			\$0
34. John F. Kennedy Memorial Foundation	Ophelia Project	\$15,000			\$0
35. LGBT Center of the Desert	Furniture for new center	\$35,000		\$25,000	\$25,000
36. Mizell Senior Center	Annual Contribution	\$100,000		\$80,000	\$80,000
37. Neuro Vitality Center	Exercise Therapy Equipment	\$50,000			\$0
38. Operation Destination Homebound, Inc.	Free transportation to Military from 29 Palms	\$10,000			\$0
39. Palm Canyon Theatre	Palm Canyon Theatre 2016-17 Season	\$5,000			\$0
40. Palm Springs Air Museum	2016-17 Commemorative Program & Events	\$30,000			\$0
41. Palm Springs Art Museum (2)	Free Thurs; Fri nights @ PSAM; Gallery seating	\$100,000			\$0
42. Palm Springs Center for the Performing Arts	Palm Springs Orchestra	\$50,000			\$0
43. Palm Springs Chamber of Commerce	Consulting Agreement; President's Circle	\$28,000		\$8,000	\$8,000
44. Palm Springs Cultural Center	A. Lyons Film Noir Fest.; Farmers' Mkt; Cinema; Am. Doc. (Waive Pavilion fees)	\$43,500	\$7,000	\$15,000	\$22,000
45. Palm Springs Frontrunners & Walkers	Palm Springs Pride 5K Pride Run & Walk (IN KIND ONLY)	Unspecified	\$2,500		\$2,500

Special Events, Contributions, Sponsorships, and Support Requests - City Council Approval

Fiscal Year 2016-2017

City of Palm Springs

	<u>Organization</u>	<u>Event / Contribution / Support Request</u>	<u>16-17 Request</u>	<u>Council Approval In-Kind</u>	<u>Council Approval Cash</u>	<u>Council Approval Total</u>
46.	Palm Springs Gay Men's Chorus	Concert Season 2016-2017	\$5,000			\$0
47.	Palm Springs High School	Homecoming Parade; Graduation	\$7,500	\$2,500		\$2,500
48.	Palm Springs Historical Society	Palm Springs History Faire	\$2,500			\$0
49.	Palm Springs International Song Festival & Contest	Song contest & Festival	\$50,000			\$0
50.	Palm Springs International Jazz Festival	PS International Jazz Festival	\$20,000			\$0
51.	Palm Springs Marathon Runners	7th Annual Run for Ike 5K (IN KIND ONLY)	\$2,964	\$2,500		\$2,500
52.	Palm Springs Marathon Runners	PS Inter. Film Festival Red Carpet Run 5K & 10K (IN KIND ONLY)	\$3,500	\$2,500		\$2,500
53.	Palm Springs Marathon Runners	5th Annual Santa Paws 5K (IN KIND ONLY)	\$2,900	\$2,500		\$2,500
54.	Palm Springs Marathon Runners	Veterans Day Heroes 5K (IN KIND ONLY)	Unspecified	\$2,500		\$2,500
55.	Palm Springs Modern Committee	Oreservation Awards Dinner	\$2,500			\$0
56.	Palm Springs Opera Guild	19th Annual Opera in the Park	\$8,000		\$7,500	\$7,500
57.	Palm Springs Women's Jazz and Blues Assn	PS Women's Jazz Festival - Oct 14-16	\$25,000			\$0
58.	Palm Springs Youth League	Opening Day Fair (Spring Fest)	\$2,500			\$0
59.	Palm Springs, City of Recreation Department	Holiday Concert; Concert Series; Movies	\$35,000			\$0
60.	Shelter from the Storm	Taxi Voucher Program (Fund Palm Springs residents only)	\$5,000		\$2,500	\$2,500
61.	Transgender Community Coalition	H.O.P.E.; Equality March; Day of Remembrance *	\$66,980	\$1,000	\$1,500	\$2,500
62.	United Way of the Desert	Tram Road Challenge	\$15,000			\$0
63.	Vacation Rental Managers of Palm Springs	Rebate 1/2 TOT pd on VR cleaning fees	\$100,000			\$0
64.	Volunteer Palm Springs	P.S. CARES (Public Safety)	\$5,000			\$0
65.	Well in the Desert	Annual Contribution (add restriction for park use)	\$24,000		\$24,000	\$24,000
66.	Well in the Desert	Christmas Dinner	\$5,000		\$3,500	\$3,500
66.	RAP Foundation / Senior Inspiration Awards	Senior Inspiration Awards *	\$3,000		\$3,000	\$3,000
			\$1,772,844	\$197,500	\$607,500	\$805,000
Other City Events:						
67.	N/A	July 4th Celebration	\$30,000		\$30,000	\$30,000
68.	N/A	Festival of Lights	\$30,000		\$30,000	\$30,000
69.	N/A	Veteran's Day Parade	\$15,000		\$15,000	\$15,000
70.	N/A	Mayor's Race & Wellness Festival	\$50,000		\$0	\$0
Total Other City Events			\$125,000		\$75,000	\$75,000
Subcommittee Request:						
71.	Roy's Resource Center	Day Program (\$75,000 funded out of General Fund reserve)	\$0		\$0	\$0
72.	Reserve for City Costs That May Need Funds		\$0		\$30,000	\$30,000
Total Subcommittee Recommended Funding			\$1,897,844	\$197,500	\$712,500	\$910,000

(1) Desert X directed to seek funding from PS Resorts
 (2) PS Arts Museum funded by \$50,000 in Public Arts Fund

Funding in Adopted Budget:	<u>2016-2017 Cash</u>
General Fund	\$767,500
Total City Council Funding Approved on July 13, 2016 *	\$712,500
Balance Available	\$55,000

* Note: Adjusted on 11/8/2016, changed Transgender Community Coalition grant approval from \$5,000 as in-kind to \$1,000 as in-kind and \$1,500 in cash. Added on 11/9/2016 Senior Inspiration Awards for \$3,000 in cash.

CITY OF PALM SPRINGS

FY 2017-18 Application for Event Sponsorships and Agency Program Funding

Please submit one original copy and one flash drive of this completed Application and all required materials to the Office of the City Clerk, 3200 E. Tahquitz Canyon Way, Palm Springs, California, 92262. The submission deadline is **3:00 PM on Monday, June 5, 2017**. Applications will not be considered complete until all submittal requirements are met. For answers requiring more explanation, please add separate sheet. If a question is not applicable, please indicate.

GENERAL INFORMATION

Organization: _____

Applicant Name: _____

Mailing Address: _____

Physical Address: _____

Phone: _____ Email Address: _____

Website Address: _____

Tax ID Number: _____ 501(c)(3) Number: _____

Name of Program or Event: _____

Anticipated Date of Event / Program: _____ Estimated Attendance: _____

Total Estimated Participants: _____ How many of the total are P.S. residents: _____

Amount of City Funding Requested: _____

General Description of Event or Program: _____

Is the organization willing to provide a "cooling center" for the City: YES NO

What percentage, if any, will be going to services related to homelessness? _____

How much, if any, and to what entities or persons does the organization give in grants, scholarships or any other type of financial support? _____

Do you charge individuals to participate in the event or program? Is there a discount (and if so how much) for Palm Springs residents? _____

What is your organizations total annual budget? _____

REQUIRED DOCUMENTS

Designated agent for service of process:

Name	Telephone
Address	City, State, Zip

ATTACHMENT 1 - BOARD OF DIRECTORS

Include:

- List of Board of Directors
- Board of Directors compensation (if applicable)

ATTACHMENT 2 - NON-PROFIT INFORMATION AND FILINGS

Include:

- IRS 501(c)(3) Certification Letter
- Last Filed IRS Form 990
- Last Filed CA FTB Form 199

ATTACHMENT 3 - CALIFORNIA ATTORNEY GENERAL REGISTRY

Include:

- Most recent completed California Attorney General Registry of Charitable Trusts

ATTACHMENT 4 - EVENT OR PROGRAM BUDGET

Include:

- Most Current Fiscal Year Program Budget

ATTACHMENT 5 - FINANCIAL STATEMENTS

Include:

- Most recent audited Financial Statements

ATTACHMENT 6 – FY 2016-17 RECIPIENTS ONE PAGE GRANT REPORT SUMMARY

Include:

- All FY 2016-17 Recipients must include a one page grant report explaining how the funds were used

ATTACHMENT 7 - ADDITIONAL MATERIALS

List and include as Attachment 7 any additional materials you would like to submit with your application to be considered by the City Council.

List of Additional Materials:
