

# MCKINNEY COMMUNITY DEVELOPMENT CORPORATION

## Grant Application

Fiscal Year 2013

### IMPORTANT:

- Please read the McKinney Community Development Corporation Grant Guidelines prior to completing this application.
- Application is available at [www.mckinneycdc.org](http://www.mckinneycdc.org); by calling 214.544.0296 or by emailing [cjibson@mckinneycdc.org](mailto:cjibson@mckinneycdc.org)
- Please call to discuss your plans for submitting an application in advance of completing the form provided. Completed application and all supporting documents are required to be submitted electronically or on a CD for consideration by the MCDC board. Please submit the application to:

McKinney Community Development Corporation  
5900 S. Lake Forest Blvd., Suite 110  
McKinney, TX 75070

- If you are interested in a preliminary review of your project proposal or idea, please complete and submit the **Letter of Inquiry** form, available at [www.mckinneycdc.org](http://www.mckinneycdc.org), by calling 214.544.0296 or emailing [cjibson@mckinneycdc.org](mailto:cjibson@mckinneycdc.org).

*Applications must be completed in full, using this form, and received by MCDC, electronically or on a CD, by 5:00 p.m. on the date indicated in schedule below.*

### Please indicate the type of funding you are requesting:



#### Project Grant

Quality of Life projects that advance the mission of MCDC and are eligible for funding in accordance with the Type B sales tax statute (refer to examples in Grant Guidelines).



#### Promotional Activity or Community Event Grant (**maximum \$15,000**)

Initiatives, activities and events that promote the City of McKinney for the purpose of developing new or expanded business opportunities and/or tourism – and enhance quality of life for McKinney residents.

### Promotional Activity and/or Community Event Grants:

Application Deadline	Presentation to MCDC Board	Board Vote and Award Notification
Cycle I: December 20, 2012	January 2013	February 2013
Cycle II: June 28, 2013	July 2013	August 2013

### Project Grants:

Application Deadline	Presentation to MCDC Board	Board Vote and Award Notification
Cycle I: January 31, 2013	February 2013	March 2013
Cycle II: April 30, 2013	May 2013	June 2013
Cycle III: July 31, 2013	August 2013	September 2013

## APPLICATION

### ORGANIZATION INFORMATION

Name: ReCycles McKinney

Federal Tax I.D.: 45-4462634

Incorporation Date: February 1, 2012

Mailing Address: P.O. Box 6078

City: McKinney

ST: Texas

Zip: 75071

Phone: 214-707-5851

Fax: N/A

Email: info@recyclesmckinney.org

Website: www.recyclesmckinney.org

#### Check One:

- Nonprofit – 501(c) Attach a copy of IRS Determination Letter  
 Governmental entity  
 For profit corporation  
 Other

Professional affiliations and organizations to which your organization belongs: N/A

### REPRESENTATIVE COMPLETING APPLICATION:

Name: Rich Szecsy

Title: Vice-President of Operations

Mailing Address: P.O. Box 6078

City: McKinney

ST: Texas

Zip: 75070

Phone: 214-202-1379

Fax: N/A

Email: [rich@recyclesmckinney.org](mailto:rich@recyclesmckinney.org)

**CONTACT FOR COMMUNICATIONS BETWEEN MCDC AND ORGANIZATION:**

Name: Rich Szecsy

Title: Vice-President of Operations

Mailing Address: P.O. Box 6078

City: McKinney

ST: Texas

Zip: 75070

Phone: 214-202-1379

Fax: N/A

Email: rich@recyclesmckinney.org

**FUNDING**

Total amount requested: \$10,000

**PROJECT/PROMOTIONAL ACTIVITY/COMMUNITY EVENT**

Start Date: January 1, 2012

Completion Date: December 31, 2012

**BOARD OF DIRECTORS** *(may be included as an attachment)*

**Randy Hancock - Director**

**Rich Szecsy - Director**

**Deann Hancock - Director**

**Amanda Szecsy - Director**

**LEADERSHIP STAFF** *(may be included as an attachment)*

**Randy Hancock - President**

**Rich Szecsy – Vice-President of Operations**

**Deann Hancock – Secretary**

**Amanda Szecsy – Treasurer**

**Jeff Hallman – Director of Online Operations**

**Sandie Cheung – Happiness Advocate**

**Using the outline below, provide a written narrative no longer than 7 pages in length:**

**I. Applying Organization**

Describe the mission, strategic goals and objectives, scope of services, day to day operations and number of paid staff and volunteers.

Disclose and summarize any significant, planned organizational changes and describe their potential impact on the Project/Promotional Activity/Community Event for which funds are requested.

**II. Project or Promotional Activity/Community Event (whichever is applicable)**

- Outline details of the Project/Promotional Activity/Community Event for which funds are requested. Include information regarding scope, goals, objectives, target audience.
- **For Promotional Grants/Community Events** – describe how this initiative will promote the City of McKinney for the purpose of business development and/or tourism.
- Describe how the proposed Project/Promotional Activity/Community Event fulfills strategic goals and objectives for the organization.
- Please also include planned activities, time frame/schedule, and estimated attendance and admission fees if applicable.
- What is the venue/location for Project/Promotional Activity/Community Event?
- Provide a timeline for the Project/Promotional Activity/Community Event.
- Detail goals for growth/expansion in future years.

**Project Grants – please complete the section below:**

- |                             |                              |                             |
|-----------------------------|------------------------------|-----------------------------|
| • An expansion/improvement? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • A replacement/repair?     | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • A multi-phase project?    | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • A new project?            | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

**Has a feasibility study or market analysis been completed for this proposed project?** *If so, please attach a copy of the Executive Summary.*

**Provide specific information to illustrate how this Project/Promotional Activity/Event will enhance quality of life and further business development in the City of McKinney, and support one or more of MCDC’s goals:**

- Develop and strengthen community amenities to improve quality of life
- Support projects eligible for Type B support under state law
- Contribute to economic development within McKinney
- Strengthen relationships with our partners
- Maintain financial sustainability

**Has a request for funding, for this Project/Promotional Activity/Community Event, been submitted to MCDC in the past?**

Yes

No

### III. Financial

- Provide an overview of the organization's financial status including the impact of this grant request.
- Please attach your budget for the current year and audited financial statements for the preceding two years. If financials are not available, please indicate why.

**What is the estimated total cost for this Project/Promotional Activity/Community Event?**

**\$10,000**

**(Please include a budget for the proposed Project/Promotional Activity/Community Event.)**

**What percentage of Project/Promotional Activity/Community Event funding will be provided by the Applicant?**

**Are Matching Funds available?**  Yes

No

Cash \$

Source

% of Total

In-Kind \$

Source

% of Total

**Are other sources of funding available?** *If so, please list source and amount.*

**Have any other federal, state, or municipal entities or foundations been approached for funding?** *If so, please list entity, date of request and amount requested.*

### IV. Marketing and Outreach

Describe marketing plans and outreach strategies for your organization and for the Project/Promotional Activity/Community Event for which you are requesting funding – and how they are designed to help you achieve current and future goals.

### V. Metrics to Evaluate Success

Outline the metrics that will be used to evaluate success of the proposed Project/Promotional Activity/Community Event. If funding is awarded, a final report will be required summarizing success in achieving objectives outlined for the event.

### Acknowledgements

***If funding is approved by the MCDC board of directors, Applicant will assure:***

- The Project/Promotional Activity/Community Event for which financial assistance is sought will be administered by or under the supervision of the applying organization;
- All funds awarded will be used exclusively for the purpose described in this application;

**Acknowledgements - *continued***

- MCDC will be recognized in all marketing, outreach, advertising and public relations as a funder of the Project/Promotional Activity/Community Event. Specifics to be agreed upon by applicant and MCDC and included in an executed Performance Agreement;
- Organization's officials who have signed the application are authorized by the organization to submit the application;
- Applicant will comply with the MCDC Grant Guidelines in executing the Project/Promotional Activity/Community Event for which funds were received.
- A final report detailing the success of the Project/Promotional Activity/Community event, as measured against identified metrics, will be provided to MCDC no later than 30 days following the completion of the Project/Promotional Activity/Community Event.
- Up to 80% of the approved grant may be provided, on a reimbursement basis, prior to conclusion of the Project/Promotional Activity/Community Event with submission of invoices/receipts to MCDC. The final 20% will be forwarded upon MCDC's receipt of unpaid invoices/receipts; documentation of fulfillment of obligations to MCDC; and final report on the Project/Promotional Activity/Community Event.
- The required performance agreement will contain a provision certifying that the applicant does not and will not knowingly employ an undocumented worker in accordance with Chapter 2264 of the Texas Government Code, as amended. Further, should the applicant be convicted of a violation under 8 U.S.C. § 1324a(f), the applicant will be required to repay the amount of the public subsidy provided under the agreement plus interest, at an agreed to interest rate, not later than the 120<sup>th</sup> day after the date the MCDC notifies the applicant of the violation.

**We certify that all figures, facts and representations made in this application, including attachments, are true and correct to the best of our knowledge.**

**Chief Executive Officer**

**Representative Completing Application**



Signature

Signature

Randy Hancock  
Printed Name

Richard S. Szecsy, Ph.D, PE  
Printed Name

1/26/13

1/26/13





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**McKinney Community Development Corporation**  
**Project Grant Supporting Narrative for:**  
**ReCycles McKinney**

### **Executive Summary**

ReCycles McKinney is a McKinney-based 501c3 organization that recycles used bicycles back into the McKinney community after repairing and rehabilitating them into a safe means of transportation for children and adults. These efforts accomplish three goals:

1. The bicycles are not discarded as trash, ultimately ending up in the landfill;
2. The bicycles serve as a primary and secondary mode of transportation for both adults and children in the McKinney community;
3. Safe, repaired bikes encourage a healthier lifestyle within the McKinney Community.

Since its formation in January 2012, ReCycles McKinney has given away over 350+ bicycles. Not only have the majority of the bicycle donations come from within the McKinney community, but the majority has been given back to the community. As McKinney's population increases, there will be a continued increase in demand for bicycles. In 2013 ReCycles McKinney has a goal to give away 1000 bicycles.

While the donations through partnerships with local McKinney churches can and will continue, ReCycles McKinney needs additional funding to support these efforts. Most of the current funding comes in the way of individual donations, and some revenue from actual scrap recycling efforts of waste materials. This proposal outlines the amount of need (\$10,000) as well as the impact funding will have on ReCycles McKinney's ability to continue to successfully support these efforts in the community.

### **Organization Background**

In late 2009 Randy Hancock and Rich Szecsy participated in the "Fun with the Son," with Cottonwood Creek Baptist Church. This mission outreach program was designed to donate school supplies and backpacks to needy children living in east McKinney in preparation for the upcoming school year. As part of this program, residents were encouraged to bring their bikes to the four hour event and have them fixed or repaired for free. During the event in 2009, 35 bikes were fixed or repaired in the four hours. After the event was over Randy sought to improve and increase the efforts of the bicycles repair and rehabilitate program by increasing sponsorship, increasing the quality of volunteer bicycle mechanics, and quantity of repaired bicycles. In 2010 the event saw an increase to 50 bikes. At that time an additional three bikes were "donated" with the purpose of giving them away in the event a bicycle could not be repaired. In 2011 the program repaired 70 bikes in four hours and gave away an additional 15 bikes. After the event, Randy and Rich decided that Randy's connection to the outreach and mission-based parts of McKinney and Rich's 501c3 and current professional experience as the President of a 501c6



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corporation, the formalization of an entity whose purpose was to receive donated bicycles and safely repair and recycle them back to the McKinney community was entirely possible.

In January of 2012, Randy and Rich founded ReCycles McKinney ([www.ReCyclesMcKinney.org](http://www.ReCyclesMcKinney.org)).

In addition to the primary mission of donating bicycles to those that cannot afford them, the other mission point is to ensure that all of the donations stay local, i.e. "Local Donations for Local Need." To accomplish this, Rich had to coordinate the efforts of McKinney community churches, McKinney businesses, and ReCycles McKinney to take in over 700+ used bicycles. As a result, in 2012 ReCycles McKinney had donated over 350 bicycles back into the McKinney community because of those efforts. In addition to structured bicycles donations through Cottonwood Creek, First Baptist McKinney, and Christ Fellowship Church of McKinney, there have been six coordinated "work days" where up to twelve volunteers put in from 4 to 8 hours in one day to fix and repair bicycles to return back to the McKinney community.

In the Fall of 2012 the program was expanded to Wolford Elementary school (MISD) as a part of Bicycle and Scooter Safety day. Bikes for students were repaired and bikes were collected from donating families to return back to students that would use them during the school year.

The organization was founded with the following Vision and Mission:

**ReCycles McKinney Vision**

ReCycles McKinney offers people who cannot afford a bicycle an opportunity to own one at no cost.

**ReCycles McKinney Mission**

Take donations of new and used bicycles, bicycle parts and other cycling related items from the McKinney and Collin County community and return functional bicycles free of charge back to the community ensuring all bicycles are in good, safe and working condition.

## **Operational Facilities**

Currently, ReCycles McKinney is operating out of the rolling 90-day storage facility (10' x 20') in partnership with ABC storage at 123 Lake Forest Drive. Additional storage and working space takes place at the individual homes of Randy Hancock and Rich Szecsy where upwards of 30 and 40 bikes will be stored at each home. As the donations of bicycles increase storage becomes a high priority. Repairs to the bicycles are generally done in the home garages and during workdays at the actual storage facility. Spare parts and stored in large plastic bins, and spare tires and wheels are hung from the ceiling or stacked in the storage facility. There is a tremendous need for additional storage space at a certain expense.



**McKinney Partnership and Outreach Efforts**

ReCycles McKinney has Outreach and Business relationships with the following McKinney entities:

<b>Outreach Efforts</b>	<b>Business Partnerships</b>
3e McKinney	Cadence Cyclery
Samaratin Inn	Advantage Storage
First Baptist McKinney	Fast Signs.
Christ Fellowship	Valliance Bank
Family Worship Center	Mail USA
Cottonwood Creek Baptist	OK Recycling
CASA of Collin County	

ReCycles McKinney makes every effort to keep its business operations local as well as its donations to the community.



## Financial Overview 2013

RCM has a proposed operating budget for 2013 as follows:

<b>Revenue</b>	
Individual Donations	\$200
Board Member contributions	\$2,000
MCDC Grant Money	\$10,000
<b>Total Revenue</b>	<b>\$12,200</b>

<b>Expense</b>	
Insurance	\$800
Mail box	\$120
Printing and postage	\$100
Volunteer food and drinks	\$300
Web site	\$600
Kids helmets	\$4,750
Parts and supplies	\$3,600
Rent for storage	\$1,440
Travel and fuel	\$1,000
Advertising and promotion	\$500
Miscellaneous	\$500
<b>Total Expense</b>	<b>\$13,710</b>
<b>Net Income/(Loss)</b>	<b>(\$1,510)</b>

## Summary

ReCycles McKinney has a goal to give away 1000 bikes in 2013. Based on our past statistics this means that ReCycles McKinney will prevent over 2000 bikes from going into the City of McKinney waste stream. Additionally, 1000 McKinney residents, children and adults, will be given a bicycle free of charge. We are asking the McKinney Community Development Corporation to support these recycling and charitable efforts by providing a \$10,000 to pursue the ReCycles McKinney mission objectives.



## Key Contact

Randy Hancock, President, 214-707-5851, [randy@recyclesmckinney.com](mailto:randy@recyclesmckinney.com)

## Board of Directors and Leadership Staff

Randy Hancock, President: Overall leadership and strategic development for ReCycles McKinney as well as accountability for 501c3 compliance. He has received a B.S. in Engineering from Texas A&M University in 1988. He is employed with Micron and has held various increasing responsibility positions and now holds the title of Product Sales Manager. He grew up in Robinson, Texas riding bicycles for recreation. He has always enjoyed riding bikes, but not until 2005 did he fully develop a passion for cycling. That passion drove him to want to encourage and enable more people to ride bikes, and more importantly, have the opportunity to ride a bicycle. That desire and seeing the need to keep bikes operational and out of landfills is a mission he wanted to participate in. During his cycling career, he developed mechanical skills at building and repairing bicycles that are the backbone of the ReCycles McKinney mission.

Rich Szecsy, PhD, PE, Vice-President of Operations: Oversee days to day operations in terms of workflow, inventory control, and management of vendor accounts. He has been racing mountain bikes competitively for 20 years. As a natural growth for his love for cycling he became involved with the Dallas Off-Road Bicycle Association (DORBA), Texas based 501c3 organization. Under his 3-year tenure as president, DORBA grew from 450 members to over 1700 to become one of the largest mountain bike cycling organizations in the country. Rich has three degrees in civil engineering and an MBA in management, and a professionally licensed engineer in five states, including Texas. He has great depth and breadth in organizational management and executive leadership, and is also a pretty darn good bicycle mechanic.

Deann Hancock, Secretary: Recordation of meeting minutes and notes as well as distribution of communications for Board members and those requesting information in compliance with 501c3 requirements.

Amanda Szecsy, Treasurer: Development of annual budget, management of accounts receivable and accounts payable. Responsible for filing of annual tax return with federal and 501c3 compliance.

Jeff Hallman, Director of Online Operations: Manages and maintains all online presence including the Recycles McKinney website, email accounts, Facebook page, Twitter account, and donations account.

Sandie Cheung, Happiness Advocate: Responsible for key supplier negotiations such as helmets, bicycles parts, and general morale at work days and giveaways.

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUN 25 2012

RECYCLES MCKINNEY INC  
C/O RANDY HANCOCK  
PO BOX 6078  
MCKINNEY, TX 75071

Employer Identification Number:  
45-4462634  
DLN:  
17053132326042  
Contact Person: JOHN J KOESTER ID# 31364  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
December 31  
Public Charity Status:  
170(b)(1)(A)(vi)  
Form 990 Required:  
Yes  
Effective Date of Exemption:  
February 1, 2012  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Sincerely,



Lois G. Lerner  
Director, Exempt Organizations

Enclosure: Publication 4221-PC

Letter 947 (DO/CG)

Corporations Section  
P.O.Box 13697  
Austin, Texas 78711-3697



Hope Andrade  
Secretary of State

## Office of the Secretary of State

### CERTIFICATE OF FILING OF

ReCycles McKinney, Inc.

File Number: 801543534

The undersigned, as Secretary of State of Texas, hereby certifies that a Certificate of Formation for the above named Domestic Nonprofit Corporation has been received in this office and has been found to conform to the applicable provisions of law.

ACCORDINGLY, the undersigned, as Secretary of State, and by virtue of the authority vested in the secretary by law, hereby issues this certificate evidencing filing effective on the date shown below.

The issuance of this certificate does not authorize the use of a name in this state in violation of the rights of another under the federal Trademark Act of 1946, the Texas trademark law, the Assumed Business or Professional Name Act, or the common law.

Dated: 02/01/2012

Effective: 02/01/2012



A handwritten signature in cursive script, appearing to read "Hope Andrade".

Hope Andrade  
Secretary of State

Phone: (512) 463-5555  
Prepared by: Linda Basler

*Come visit us on the internet at <http://www.sos.state.tx.us/>*  
Fax: (512) 463-5709  
TID: 10306

Dial: 7-1-1 for Relay Services  
Document: 406745970002



## OUR STORY

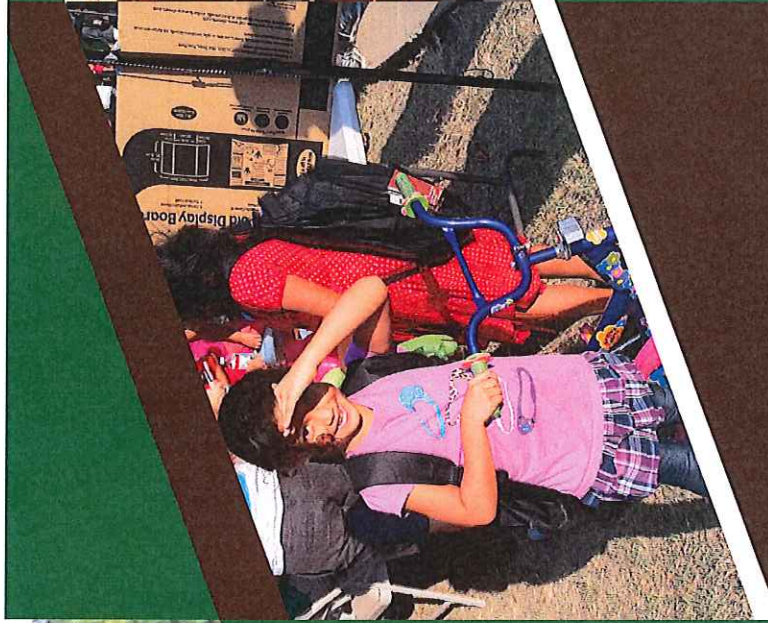
In August 2010, the Cottonwood Creek Baptist Church held its annual outreach program in east McKinney called Fun with the Son. Its purpose was to hand out school supplies and clothing to the less fortunate. Part of the outreach was a bike repair program for the community.

Community members were encouraged to attend and bring their bikes if they needed repair. Church member Randy Hancock, an avid cyclist, assisted in the effort and recruited several other church members to help. One was Rich Szeesy, a fellow mountain bike racing team member.

In 2010, Randy, Rich and the volunteers fixed, repaired, and in some cases, replaced more than 50 bikes in 4 hours. It was a major success. In 2011, more than 75 bikes were fixed, repaired and replaced in the same 4 hours.

In late 2011, Randy and Rich, both of whom have deep experience in the cycling community and with cycling non-profit organizations, formed ReCycles McKinney to help meet the demands for bicycles and bicycle repairs.

The success continued into 2012 when 75 bicycles were given away and another 50 bicycles were fixed or repaired, all within 4 hours.



## HOW TO GET INVOLVED

There are three ways to get involved. If you have any questions, please contact us at 214-707-5851.

### **Volunteer**

If you enjoy working on bicycles, we can use your "wrench" skills. Please call us to inquire.

### **Donations**

If you have bicycles or bicycle parts to donate, please contact us and we will provide drop-off or pickup information.

### **Funding Support**

Financial support is always welcomed. Any support helps us to continue this important work for those in our communities.



## WHO WE ARE

### **Randy Hancock**

*Micron Technology, Product Sales Manager*

"Because of my passion for cycling, I have developed the mechanical skills to build and repair bicycles that I can give back to these communities."

### **Rich Szeesy, Ph.D., PE**

*Texas Aggregates and Concrete Association, President*

"As a competitive mountain bike racer and member of other cycling associations, I have experience that lends itself well to ReCycles McKinney and our mission to help others within our communities."

## CONTACT INFO

### **ReCycles McKinney, Inc.**

PO Box 6078 McKinney, Texas 75071  
214-707-5851

[www.recyclesmckinney.org](http://www.recyclesmckinney.org)  
[info@recyclesmckinney.org](mailto:info@recyclesmckinney.org)



## VISION

ReCycles McKinney offers people who cannot afford a bicycle an opportunity to own one at no cost.

## MISSION

Take donations of new and used bicycles, bicycle parts and other cycling related items from the McKinney and Collin County community and return functional bicycles free of charge back to the community ensuring all bicycles are in good, safe and working condition.

ReCycles McKinney, Inc.  
PO Box 6078 McKinney, Texas 75071  
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[info@recyclesmckinney.org](mailto:info@recyclesmckinney.org)

# LOCAL DONATION FOR LOCAL NEED

