

**MCKINNEY COMMUNITY DEVELOPMENT CORPORATION**  
**Grant Application**  
 Fiscal Year 2018

**IMPORTANT:**

- Please read the McKinney Community Development Corporation Grant Guidelines prior to completing this application.
- The Grant Guidelines and Application are available at [www.mckinneycdc.org](http://www.mckinneycdc.org); by calling 972.547.7653 or by emailing [cschneible@mckinneycdc.org](mailto:cschneible@mckinneycdc.org)
- **Please call to discuss your plans for submitting an application in advance of completing the form.** A completed application and all supporting documents are required to be submitted via email or on a thumb drive 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 preliminary Board of Directors 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 972.547.7653 or emailing [cschneible@mckinneycdc.org](mailto:cschneible@mckinneycdc.org).

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

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



**Project Grant**

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



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

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

**Promotional and Community Event Grants:**

| Application Deadline       | Presentation to MCDC Board | Board Vote and Award Notification |
|----------------------------|----------------------------|-----------------------------------|
| Cycle I: November 30, 2017 | December 2017              | January 2018                      |
| Cycle II: May 31, 2018     | June 2018                  | July 2018                         |

**Project Grants:**

| Application Deadline     | Presentation to MCDC Board | Board Vote and Award Notification |
|--------------------------|----------------------------|-----------------------------------|
| Cycle I: January 3, 2018 | January 2018               | February 2018                     |
| Cycle II: March 30, 2018 | April 2018                 | May 2018                          |
| Cycle III: June 29, 2018 | July 2018                  | August 2018                       |

**APPLICATION**

## INFORMATION ABOUT YOUR ORGANIZATION

Name: Community Garden Kitchen of Collin County

Federal Tax I.D.: 81-1952191

Incorporation Date: 2/1/2016

Mailing Address: P.O. Box 1881

City McKinney

ST: TX

Zip: 75070

Phone: 972-345-2171

Fax:

Email: angelapoen@sbcglobal.net

Website: <https://communitygardenkitchen.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:

McKinney Chamber of Commerce

The Seed Project Foundation

GuideStar

Volunteer McKinney Partner

## REPRESENTATIVE COMPLETING APPLICATION:

Name: Stella Stevens

Title: Community Volunteer

Mailing Address: 5424 Hampshire Drive

City: McKinney

ST: Texas

Zip: 75070

Phone: 361-537-9997

Fax:

Email: Stellauribe@aol.com

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

Name: Angela Poen

Title: President

Mailing Address: P.O. Box 1881

City: McKinney

ST: TX

Zip: 75070

Phone: 972-345-2171

Fax:

Email: angelapoen@sbcglobal.net

**FUNDING**

Total amount requested: \$8000

Matching Funds Available (Y/N and amount): No

Will funding be requested from any other City of McKinney entity (e.g. Arts Commission, City of McKinney Community Support Grant)?

Yes

No

Please provide details and funding requested: McKinney Convention & Visitors Bureau Tourism Grant – Marketing of **The Star-Spangled Salsa Fest** - \$ 8000 (will apply for February cycle)

**PROJECT/PROMOTIONAL/COMMUNITY EVENT**

Start Date: August 1, 2017

Completion Date: July 4, 2018

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

Angela Poen – President, Curtis Limerick – Treasurer, Katrinka Clark – Secretary  
Board: Cathy Apple, Michele Burke, Molly Jones, Kathy Limerick, Robert Matlock, Julie Smith, Bobby Stern.

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

No paid staff – all volunteers

**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/Community Event for which funds are requested.

In late 2014, a group of concerned citizens, educators, and business people joined together to address food insecurity in Collin County, Texas. The group, now known as the Community Garden Kitchen (CGK), decided to raise funds to build a permanent kitchen and dining facility to serve meals to anyone experiencing hunger. After much research, an opportunity was discovered that not only provided a unique way to address this issue, but benefitted another group. We learned that a local preschool, Holy Family School of McKinney (HFS), in operation since 1951, was in critical need of a kitchen and dining facility to prepare and serve food to their 75 pre-school children and staff. An agreement was created between the board of CGK and the board of HFS which would allow dual use of the proposed kitchen facility. HFS would use the kitchen during the day, and in the evening after school hours CGK volunteers would use the kitchen. A fundraising campaign was launched by the board of CGK to gather the required building capital. To date about \$225,000 has been raised. Community Garden Kitchen of Collin County, Inc. received the 501(c) 3 tax status in February of 2016.

**Description of the Need Addressed**

In 2016, 1,496 McKinney ISD students were identified as homeless. As of October 10, 2017, 8097 MISD students qualified for the free and reduced lunch program. In 2016, the local homeless shelter, The Samaritan Inn, turned away 3,100 qualified people. Hunger and nutritional issues affect all age groups in McKinney. Data from the North Texas Food Bank indicate 2500 to 4400 food insecure people live in the 75069-zip code. The CGK facility will be in the heart of this low-income zone. Preparing and serving meals in the evening to people in need without requiring paperwork, provides a unique service that is not offered anywhere in Collin county.

**Project Description** - The Community Garden Kitchen (CGK) will be a 4780-square foot free standing kitchen/dining hall located on the 2-acre campus of Holy Family Pre-School. The property is owned by the Episcopal Diocese of Dallas.

On Saturdays, the new building will be uniquely situated to provide space for community volunteers to teach basic nutrition classes, economical food preparation, as well as lessons on sustainable living through gardening.

**Request/Timeline** - The CGK's Board is currently working to raise \$650,000 for the building's construction. No work will begin until the total amount is raised. We will not begin construction until all the funds have been raised to avoid paying finance fees. Our goal is to have the required construction capital in 2018.

**Desired Impact/Outcome** - Using the midrange of data from the North Texas Food Bank on food insecure people in the 75069-zip code and estimating 10% of that number will join us for a meal each day, we anticipate serving 350 people one meal per day.

A well-balanced diet contributes toward living a healthy, productive life. This cannot be overstated. Data shows that children who are not well-fed function poorly in school. The planned nutritional classes will provide community members access to valuable information for building healthy eating habits.

**IMPLEMENTATION** - The Community Garden Kitchen's Board has researched and reviewed multiple kitchen operations across the country and has chosen to replicate a facility in Kansas City, MO. In operation more than 30 years, they employ a restaurant model which decreases food waste and costs. Utilizing their operational strategies as the foundation, overhead will be streamlined.

When the capital campaign and construction is complete, CGK will employ a professional kitchen manager who will be responsible for menu planning, food purchasing and preparation oversight. The plan for the first year is to serve evening meals 4 days a week and breakfast on Saturday morning.

The Community Garden Kitchen is structuring overhead expenses carefully. Arrangements have been made with the landlord, the Episcopal Diocese of Dallas, to pay \$10.00 per year on a 10-year lease with a 10-year option to renew at the same rate.

A database of CGK supporters has been established. These supporters will be targeted through direct mail at least twice a year and through personal contacts. We will continue to reach out to all local faith based, business and civic organizations for both volunteer and financial support.

The Community Garden Kitchen organization is creating a project/program sustainability plan for obtaining active, ongoing support from groups who will finance the cost of food, and volunteer to prepare and serve food. Currently, we have identified a number of groups and individuals who have verbally committed to serve at the Community Garden Kitchen when officially opened to the public. We have also compiled a list of food sources that can provide supplies at reduced costs.

Other funding initiatives include contacting multiple corporations, foundations, and government institutes for financial support and sponsoring an annual golf tournament. Our donors are offered a variety of methods by which to donate through honorariums, memorials, real estate gifts, life insurance, and appreciated securities as described on our website at [www.communitygardenkitchen.org](http://www.communitygardenkitchen.org). **The Star-Spangled Salsa Fest**, to be held every July 4<sup>th</sup>, will be the primary annual fund-raising event.

**PARTNERS** - Since the inception of the CGK building project in 2014, 81 businesses and 200 individual donors have supported it. We have a very active and supportive 9-member board. Currently there are 60 volunteers, and that number continues to grow. We are encouraged by the overwhelming positive community response and have found that people enjoy the opportunity to donate locally.

The Seed Project Foundation has chosen Community Garden Kitchen as their 2017 charity to support, and we are seeking other such partnerships in the community. CGK will be a featured charity at the Seed Project's April celebration. The Community Garden Kitchen Project was awarded a \$30,000 grant in 2015 by Independent Bank. The Episcopal Foundation of Dallas has provided \$40,000 in grant funding. By partnering with Communities Foundation of Texas during North Texas Giving Day 2017, Community Garden Kitchen received \$4500 in donations.

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

Outline details of the Project/Promotional/Community Event for which funds are requested. Include information regarding scope, goals, objectives, target audience.

We are asking for funds to support the first annual **The Star-Spangled Salsa Fest** to be held at Historic Chestnut Square on July 4, 2018. Grant funds will be used for marketing the event and creating advertising in print and electronic format. In addition, the Community Garden Kitchen will advertise both locally and in Edible Dallas, a "foodie" magazine.

- **For Promotional Grants/Community Events** – describe how this initiative will **promote the City of McKinney for the purpose of business development and/or tourism.**

This event will assist MCDC meet their goal of supporting community projects and events that attract resident and visitor participation. Additionally, by selecting Chestnut Square as a venue for **The Star-Spangled Salsa Fest**, residents and visitors are able to see the unique recreational tours, and events available for families. Following the Red White and Boom Downtown Parade, **The Star-Spangled Salsa Fest** will offer family activities, a children's play area, music, live entertainment and a salsa judging contest. The event will conclude prior to **McKinney's Red, White and BOOM** spectacular fireworks display at Craig Ranch. The goal is to create a seamless day of fun filled activities for the entire family to enjoy and attract visitors to McKinney, Texas.

- Describe how the proposed Project/Promotional/Community Event fulfills strategic goals and objectives for your organization.

Our goal of bringing community together to create an awareness of hunger and nutritional issues directly impacting many members of the McKinney community is the theme of all our events; special events and fundraisers all fit our mission to reduce food insecurity in Collin County. This event is aligned to MCDC's goal of meeting citizen needs for quality of life improvements.

- Please also include planned activities, time frame/schedule, and estimated attendance and admission fees if applicable. **Planned Activities:** Local Food/Craft Vendors, Salsa Contest, Children's Area (Dunk Tank, Boom Blaster, Hoop Frenzy, Twister, Dance Floor ), Entertainment (DJ/Band), Food Trucks **Time Frame:** 11:00 a.m. – 5:00 p.m.; **Estimated Attendance:** 10,000; **Admission Fees:** \$5.00 per adult / 12 and under FREE.
- Include the venue/location for Project/Promotional/Community Event? Chestnut Square Historic district will be the venue for **The Star-Spangled Salsa Fest.**
- Provide a timeline for the Project/Promotional/Community Event. **August 2017 – July 2018**

- Detail goals for growth/expansion in future years.

After year one, the Community Garden Kitchen organization will evaluate **The Star-Spangled Salsa Fest** with community members, sponsors, board members and City of McKinney officials to adjust future growth/planning deemed necessary to ensure this promotional/community event attracts resident and visitor participation plus contributes to quality of life, business development and the growth of McKinney sales tax revenue.

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

- |                             |     |    |
|-----------------------------|-----|----|
| • An expansion/improvement? | Yes | No |
| • A replacement/repair?     | Yes | No |
| • A multi-phase project?    | Yes | No |
| • A new project?            | Yes | No |

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

**Not Applicable**

**Provide specific information to illustrate how this Project/Promotional/Event aligns with one or more of the goals and strategies adopted by McKinney City Council and McKinney Community Development:**

- Eligible for MCDC consideration under Sections 501 to 505 of the Texas Local Government Code (refer to MCDC Grant Guidelines)
- Support cultural, sports, fitness, entertainment, community projects and events that attract resident and visitor participation and contribute to quality of life, business development and growth of McKinney sales tax revenue
- Highlight and promote McKinney as a unique destination for residents and visitors alike
- Meet citizen needs for quality of life improvements, business development and sustainable economic growth for residents in the City of McKinney
- Demonstrate informed financial planning – addressing long-term costs, budget consequences and sustainability of projects for which funding is requested
- Educate the community about the impact local dining and shopping has on investment in quality of life improvements in McKinney

Several of the MCDC goals are met by the CGK event – promoting McKinney as a unique tourist destination and creating an awareness of CGK’s goal to reduce food insecurity in Collin county contribute to the quality of life for McKinney residents, and promoting McKinney business by attracting tourists thus increasing the growth of McKinney sales tax revenue.

**Indicate which goal(s) listed above will be supported by the proposed Project/Promotional/Event:**

- Support cultural, sports, fitness, entertainment, community projects and events that attract resident and visitor participation and contribute to quality of life, business development and growth of McKinney sales tax revenue
- Highlight and promote McKinney as a unique destination for residents and visitors alike
- Meet citizen needs for quality of life improvements, business development and sustainable economic growth for residents in the City of McKinney

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

Yes                       **No**

**Date(s):**

**Financial**

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

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

**\$22,394**



**(Please provide a budget specific to the proposed Project/Promotional/Community Event.**

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

| <u>Event</u>                 | <u>Total Promotional/Community Cost</u> | <u>\$ Paid by CGK</u> | <u>\$ proposed for MCDC</u> |
|------------------------------|---|-----------------------|-----------------------------|
| The Star-Spangled Salsa Fest | \$22,394                                | 64.27%- \$14,394      | 35.72%- \$8,000             |

Are Matching Funds available?  Yes

No

Cash \$

Source

% of Total

In-Kind \$

Source

% of Total

**Please provide details regarding other potential sources for funding. Include name of organization solicited; date of solicitation; amount of solicitation and date that notice of any award is expected.**

#### **IV. Marketing and Outreach**

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

Posters for the event will be distributed throughout Collin County. The community bill board in McKinney, Texas, on Hwy 75 will be utilized to advertise the event. Face Book/Twitter and Instagram Social Media Promotion platforms will be utilized to advertise the event in the North Texas region. Advertising will also be targeted in food and tour magazines with spot ads in local and regional papers, and on local radio.

#### **V. Metrics to Evaluate Success**

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

1. Number of estimated attendance
2. Customer Satisfaction Survey on Social Media – FB/Website

#### **Acknowledgements**

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

- The Project/Promotional/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.
- MCDC will be recognized in all marketing, advertising, outreach and public relations as a funder of the Project/Promotional/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/Community Event for which funds were received.
- A final report detailing the success of the Project/Promotional/Community Event, as measured against identified metrics, will be provided to MCDC no later than 30 days following the completion of the

Project/Promotional/Community Event.

- Up to 80% of the approved grant may be provided, on a reimbursement basis, prior to conclusion of the Project/Promotional/Community Event with submission of invoices/receipts to MCDC. The final 20% may be paid following MCDC's receipt of unpaid invoices/receipts; documentation of fulfillment of obligations to MCDC; and final report on the Project/Promotional/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.**

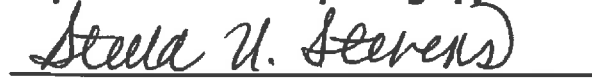
**Chief Executive Officer**

  
\_\_\_\_\_  
Signature

Printed Name  
ANGELA ADEN

Date 11-29, 2017

**Representative Completing Application**

  
\_\_\_\_\_  
Signature

Printed Name Stella U. Stevens

Date November 29, 2017

**INCOMPLETE APPLICATIONS, OR THOSE RECEIVED AFTER THE DEADLINE, WILL NOT BE CONSIDERED.**

**CHECKLIST:**

**Completed Application:**

- Use the form/format provided
- Organization Description
- Outline of Project/Promotional/Community Event; description, budget, goals and objectives
- Indicate the MCDC goal(s) that will be supported by this Project/Promotional/Community Event
- Project/Promotional/Community Event timeline and venue
- Plans for marketing and outreach
- Evaluation metrics
- List of board of directors and staff

**Attachments:**

- Financials: organization's budget for current fiscal year; Project/Promotional/Community Event budget; audited financial statements
- Feasibility Study or Market Analysis if completed (Executive Summary)
- IRS Determination Letter (if applicable)

**A FINAL REPORT IS TO BE PROVIDED TO MCDC WITHIN 30 DAYS OF THE EVENT/COMPLETION OF THE PROJECT/PROMOTIONAL/COMMUNITY EVENT.**

**FINAL PAYMENT OF FUNDING AWARDED WILL BE MADE UPON RECEIPT OF FINAL REPORT.**

**PLEASE USE THE FORM/FORMAT OUTLINED ON THE NEXT PAGE.**



## **McKINNEY COMMUNITY DEVELOPMENT CORPORATION**

### **Final Report**

**Organization:**

**Funding Amount:**

**Project/Promotional/Community Event:**

**Start Date:**

**Completion Date:**

**Location of Project/Promotional/Community Event:**

**Please include the following in your report:**

- Narrative report on the Project/Promotional/Community Event
- Identify goals and objectives achieved
- Financial report – budget as proposed and actual expenditures, with explanations for any variance
- Samples of printed marketing and outreach materials
- Screen shots of online Promotions
- Photographs, slides, videotapes, etc.
- Performance against metrics outlined in application

**Please submit Final Report no later than 30 days following the completion of the Project/Promotional/Community Event to:**

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

Attn: Cindy Schneible  
[cschneible@mckinneycdc.org](mailto:cschneible@mckinneycdc.org)

# SALSA FESTIVAL BUDGET

**SPONSORSH**

| Operations/Facility:                               | FUNCTION           | AMOUNT ( | QTY | \$ 22,394 | \$ 22,500 |
|--|--------------------|----------|-----|-----------|-----------|
| • Venue Rental                                     |                    | \$ 1,000 | 1   | \$ 1,000  | \$ 5,000  |
| SECURITY FENCE (10X6)                              |                    | \$ 25    | 50  | \$ 1,250  | \$ 5,000  |
| COOL ZONE cyclone 3000                             | COOLING FANS       | \$ 150   | 2   | \$ 300    | \$ 3,000  |
|  |                    |          |     | \$ -      | \$ 1,500  |
| • 20x40 Event Tent(s)                              |                    |          |     | \$ -      | \$ 1,500  |
| TASTING  | TASTING            | \$ 750   | 1   | \$ 750    | \$ 1,000  |
| CHILDREN   | CHILDREN           | \$ 750   | 1   | \$ 750    | \$ 1,000  |
| 10 x 20 Event Tent(s)                              |                    |          |     | \$ -      | \$ 1,000  |
| VOLUNTEER  | VOLUNTEER          | \$ 245   | 1   | \$ 245    | \$ 750    |
| REGISTRATION                                       | REGISTRATION       | \$ 245   | 1   | \$ 245    | \$ 500    |
| FIRST AIDE   | FIRST AIDE         | \$ 245   | 1   | \$ 245    | \$ 500    |
| MERCHANDISE  | MERCHANDISE        | \$ 245   | 1   | \$ 245    | \$ 500    |
| FREE WATER   | WATER COOLERS/FANS | \$ 245   | 1   | \$ 245    | \$ 500    |
|  |                    |          |     | \$ -      | \$ 500    |
| • Tables, chairs, other necessary furniture rental |                    |          |     | \$ -      | \$ 250    |
| CHAIRS   |                    | \$ 2.00  | 128 | \$ 256    |           |
| TABLES   |                    |          |     | \$ -      |           |
| TASTING  |                    | \$ 8.00  | 24  | \$ 192    |           |
| REGISTRATION                                       |                    | \$ 8.00  | 4   | \$ 32     |           |
| MERCHANDISE  |                    | \$ 8.00  | 10  | \$ 80     |           |
| CHILDREN   |                    | \$ 8.00  | 4   | \$ 32     |           |
| VOLUNTEER TENT                                     |                    | \$ 8.00  | 4   | \$ 32     |           |
| FIRST AIDE TENT                                    |                    | \$ 8.00  | 4   | \$ 32     |           |
| FREE WATER   |                    | \$ 8.00  | 2   | \$ 16     |           |
| ENTERTAINMENT                                      |                    | \$ 8.00  | 4   | \$ 32     |           |
| • Decorations                                      |                    | \$ 100   | 1   | \$ 100    |           |
| • Food/Drinks for staff/volunteers                 |                    | \$ 100   | 1   | \$ 100    |           |
| • Audio/Visual labor                               |                    | \$ 25    | 5   | \$ 125    |           |
| • Audio/Visual equipment                           | Standard pa system | \$ 225   | 1   | \$ 225    |           |

|                            |  |          |    |          |  |
|----------------------------|--|----------|----|----------|--|
| · Security                 |  | \$ 25    | 12 | \$ 300   |  |
| · Tech (wifi, IT support)  |  | \$ 25    | 5  | \$ 125   |  |
|                            |  |          |    | \$ -     |  |
| <b>LOGISTICS</b>           |  |          |    | \$ -     |  |
| EVENT INSURANCE            |  | \$ 1,000 | 1  | \$ 1,000 |  |
| CONTRACTS                  |  | \$ 500   | 1  | \$ 500   |  |
| PERMITS                    |  | \$ 500   | 1  | \$ 500   |  |
|                            |  |          |    | \$ -     |  |
| <b>MARKETING</b>           |  | \$ 5,000 | 1  | \$ 5,000 |  |
| Marketing Tools            |  |          |    | \$ -     |  |
| Email                      |  |          |    | \$ -     |  |
| Print                      |  |          |    | \$ -     |  |
| Online/Web                 |  |          |    | \$ -     |  |
| Shipping ?                 |  |          |    | \$ -     |  |
| Video production           |  |          |    | \$ -     |  |
| Photography                |  |          |    | \$ -     |  |
| Media Relations            |  |          |    | \$ -     |  |
| Swag/merchandise/giveaways |  |          |    | \$ -     |  |
| Contest Prizes             |  |          |    | \$ -     |  |
|                            |  |          |    |          |  |
| <b>COMMUNICATIONS</b>      |  | \$ 3,000 | 1  | \$ 3,000 |  |
| Printing                   |  |          |    | \$ -     |  |
| Signs                      |  |          |    | \$ -     |  |
| Maps                       |  |          |    | \$ -     |  |
| Flyers                     |  |          |    | \$ -     |  |
| Schedule                   |  |          |    | \$ -     |  |
|                            |  |          |    | \$ -     |  |
| <b>REGISTRATION</b>        |  |          |    | \$ -     |  |
| Software                   |  | \$ 500   | 1  | \$ 500   |  |
| Volunteer Badges           |  |          |    | \$ -     |  |
| Signage                    |  |          |    | \$ -     |  |
|                            |  |          |    | \$ -     |  |

|   |          |          |     |          |  |
|---|----------|----------|-----|----------|--|
| <b>JUDGES/CHEFS/ENTERTAINMENT</b>         |          | \$ 1,000 | 1   | \$ 1,000 |  |
| COMPENSATION                              |          |          |     | \$ -     |  |
| FOOD                                      |          |          |     | \$ -     |  |
| THANK-YOU GIFTS                           |          |          |     | \$ -     |  |
| NEEDED MATERIALS FOR                      |          |          |     | \$ -     |  |
|   |          |          |     | \$ -     |  |
| <b>SPONSORS</b>                           |          | \$ 1,000 | 1   | \$ 1,000 |  |
| THANK-YOU GIFTS                           |          |          |     | \$ -     |  |
|   |          |          |     |          |  |
| <b>ACTIVITIES/ENTERTAINMENT</b>           |          |          |     |          |  |
| MUSIC/DJ                                  |          | \$ 800   | 1   | \$ 800   |  |
| CHILDREN'S AREA RENTALS                   |          |          |     |          |  |
| DUNK TANK                                 | KID ZONE | \$ 200   | 1   | \$ 200   |  |
| Boom Blaster                              | KID ZONE | \$ 90    | 1   | \$ 90    |  |
| HOOP FRENZY                               | KID ZONE | \$ 125   | 1   | \$ 125   |  |
| TWISTER                                   | KID ZONE | \$ 150   | 1   | \$ 150   |  |
|   |          |          |     |          |  |
| DANCE FLOOR                               |          | \$ 600   | 1   | \$ 600   |  |
|   |          |          |     |          |  |
| <b>ATTENDEE SERVICES</b>                  |          | \$ 500   | 1   | \$ 500   |  |
| CHARGING STATIONS                         |          |          |     | \$ -     |  |
| STORAGE                                   |          |          |     | \$ -     |  |
|   |          |          |     |          |  |
| <b>OTHER/MISC.</b>                        |          |          |     |          |  |
| COOLERS                                   |          | \$ 15    | 10  | \$ 150   |  |
| Bagged Ice Freezer - Holds 200 (8lb Bags) |          | \$ 175   | 1   | \$ 175   |  |
| 800 # ICE                                 |          | \$ 1.50  | 100 | \$ 150   |  |
|   |          |          |     |          |  |
|   |          |          |     |          |  |
|   |          |          |     |          |  |
|   |          |          |     |          |  |





| Size   | Sq. Ft | Auditorium Seating | Banquet Seating | 1-7 Days | Anchor Fee | Lighting | Turf  | Floor   |
|--------|--------|--------------------|-----------------|----------|------------|----------|-------|---------|
| 10x10  | 100    | 15                 | 8               | \$175    | \$20       | \$25     | \$30  | \$30    |
| 10x20  | 200    | 30                 | 16              | \$225    | \$20       | \$35     | \$60  | \$160   |
| 10x30  | 300    | 45                 | 24              | \$275    | \$30       | \$45     | \$90  | \$240   |
| 10x40  | 400    | 60                 | 32              | \$345    | \$40       | \$55     | \$120 | \$320   |
| 20x20  | 400    | 60                 | 32              | \$295    | \$40       | \$55     | \$120 | \$320   |
| 20x30  | 600    | 90                 | 48              | \$475    | \$50       | \$65     | \$180 | \$480   |
| 20x40  | 800    | 120                | 64              | \$590    | \$60       | \$75     | \$240 | \$640   |
| 20x60  | 1200   | 180                | 96              | \$885    | \$80       | \$95     | \$360 | \$960   |
| 20x80  | 1600   | 240                | 128             | \$1080   | \$100      | \$125    | \$480 | \$1,280 |
| 20x100 | 2000   | 300                | 160             | \$1,225  | \$110      | \$145    | \$600 | \$1,600 |
| 30x30  | 900    | 135                | 72              | \$615    | \$60       | \$75     | \$270 | \$720   |
| 30x50  | 1500   | 225                | 120             | \$1095   | \$90       | \$110    | \$405 | \$1,080 |
| 30x60  | 1800   | 270                | 144             | \$1195   | \$100      | \$145    | \$540 | \$1,440 |

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

DEPARTMENT OF THE TREASURY

Date: AUG 03 2016

COMMUNITY GARDEN KITCHEN OF COLLIN  
COUNTY INC  
PO BOX 1881  
MCKINNEY, TX 75070

Employer Identification Number:  
81-1952191  
DLN:  
17053097328016  
Contact Person:  
EDWINA O MCCURDY ID# 31229  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
December 31  
Public Charity Status:  
170(b)(1)(A)(vi)  
Form 990/990-EZ/990-N Required:  
Yes  
Effective Date of Exemption:  
February 1, 2016  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

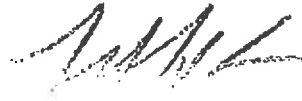
For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

COMMUNITY GARDEN KITCHEN OF COLLIN

We sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,



Jeffrey I. Cooper  
Director, Exempt Organizations  
Rulings and Agreements

**Community Garden Kitchen**  
**Statement of Financial Position, Month vs. Prior Year**  
**As of October 31, 2017**

|   | Oct 31, 17               | Oct 31, 16               |
|---|--------------------------|--------------------------|
| <b>ASSETS</b>                           |                          |                          |
| <b>Current Assets</b>                   |                          |                          |
| <b>Checking/Savings</b>                 |                          |                          |
| 1010 · Checking account                 |                          |                          |
| 10101 · CGK of CC Operating Acct        | 35,991.20                | 16,936.87                |
| 10102 · CGK of CC Bldg. Fund Restricted | 111,403.12               | 63,960.97                |
| <b>Total 1010 · Checking account</b>    | <u>147,394.32</u>        | <u>80,897.84</u>         |
| <b>Total Checking/Savings</b>           | 147,394.32               | 80,897.84                |
| <b>Accounts Receivable</b>              |                          |                          |
| 11000 · Accounts Receivable             | 100.00                   | 250.00                   |
| 11400 · Grants Receivable               | 30,000.00                | 30,000.00                |
| <b>Total Accounts Receivable</b>        | <u>30,100.00</u>         | <u>30,250.00</u>         |
| <b>Other Current Assets</b>             |                          |                          |
| 12100 · Inventory Asset                 | 0.00                     | 394.50                   |
| 12200 · Accrued Revenue                 | 0.00                     | 1,824.55                 |
| 13000 · Prepaid Expenses                | 464.78                   | 0.00                     |
| 1499 · Undeposited Funds                | 4,881.89                 | 3,776.36                 |
| <b>Total Other Current Assets</b>       | <u>5,346.67</u>          | <u>5,995.41</u>          |
| <b>Total Current Assets</b>             | <u>182,840.99</u>        | <u>117,143.25</u>        |
| <b>TOTAL ASSETS</b>                     | <u><u>182,840.99</u></u> | <u><u>117,143.25</u></u> |
| <b>LIABILITIES &amp; EQUITY</b>         |                          |                          |
| <b>Liabilities</b>                      |                          |                          |
| <b>Current Liabilities</b>              |                          |                          |
| <b>Accounts Payable</b>                 |                          |                          |
| 20100 · Grants Payable                  | 361.80                   | 1,526.59                 |
| <b>Total Accounts Payable</b>           | <u>361.80</u>            | <u>1,526.59</u>          |
| <b>Other Current Liabilities</b>        |                          |                          |
| 24200 · Accrued Expenses                | 0.00                     | 3,034.19                 |
| <b>Total Other Current Liabilities</b>  | <u>0.00</u>              | <u>3,034.19</u>          |
| <b>Total Current Liabilities</b>        | <u>361.80</u>            | <u>4,560.78</u>          |
| <b>Total Liabilities</b>                | 361.80                   | 4,560.78                 |
| <b>Equity</b>                           |                          |                          |
| 32000 · Unrestricted Net Assets         | 119,772.51               | 88,059.39                |
| Net Income                              | 62,706.68                | 24,523.08                |
| <b>Total Equity</b>                     | <u>182,479.19</u>        | <u>112,582.47</u>        |
| <b>TOTAL LIABILITIES &amp; EQUITY</b>   | <u><u>182,840.99</u></u> | <u><u>117,143.25</u></u> |