

MCKINNEY COMMUNITY DEVELOPMENT CORPORATION
Grant Application
Fiscal Year 2015

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; by calling 214.544.0296 or by emailing cschneible@mckinneycdc.org
- Please call to discuss your plans for submitting an application **in advance** of completing the form. 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, by calling 214.544.0296 or emailing cschneible@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 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 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 and Community Event Grants:

Application Deadline	Presentation to MCDC Board	Board Vote and Award Notification
Cycle I: January 4, 2016	January 2016	February 2016
Cycle II: June 30 2016	July 2016	August 2016

Project Grants:

Application Deadline	Presentation to MCDC Board	Board Vote and Award Notification
Cycle I: January 29, 2016	February 2016	March 2016
Cycle II: April 29, 2016	May 2016	June 2016
Cycle III: July 29, 2016	August 2016	September 2016

APPLICATION

ORGANIZATION INFORMATION

Name: McKinney Main Street

Federal Tax I.D.: 04-3615798

Incorporation Date: 2004

Mailing Address: McKinney Performing Arts Center, 111 N. Tennessee St.

City: McKinney

ST: TX

Zip: 75069

Phone: 972-547-2660

Fax: 972-547-2615

Email: arosenthal@mckinneytexas.org

Website: www.downtownmckinney.com

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: Texas Downtown Association, Texas Main Street, National Main Street, McKinney Chamber of Commerce

REPRESENTATIVE COMPLETING APPLICATION:

Name: Amy Rosenthal

Title: Director, MPAC & McKinney Main Street

Mailing Address: McKinney Performing Arts Center, 111 N. Tennessee St.

City: McKinney

ST: TX

Zip: 75069

Phone: 972-547-2652

Fax: 972-547-2615

Email: arosenthal@mckinneytexas.org

CONTACT FOR COMMUNICATIONS BETWEEN MCDC AND ORGANIZATION:

Name: Amy Rosenthal

Title: Director, MPAC & McKinney Main Street

Mailing Address: McKinney Performing Arts Center, 111 N. Tennessee St.

City: McKinney

ST: TX

Zip: 75069

Phone: 972-547-2652

Fax: 972-547-2615

Email: arosenthal@mckinneytexas.org

FUNDING

Total amount requested: \$15,000

PROJECT/PROMOTION/COMMUNITY EVENT

Start Date: April 9, 2016

Completion Date: April 10, 2016

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

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

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/Promotion/Community Event for which funds are requested.

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

- Outline details of the Project/Promotion/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/Promotion/Community Event fulfills strategic goals and objectives for your organization.
- Please also include planned activities, time frame/schedule, and estimated attendance and admission fees if applicable.
- Include the venue/location for Project/Promotion/Community Event?
- Provide a timeline for the Project/Promotion/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/Promotion/Event will enhance quality of life and further business and economic development in the City of McKinney, and support one or more of MCDC’s goals:

- Develop and strengthen public, community amenities to improve quality of life for residents in the City of McKinney
- Support projects eligible for Type B funding under state law
- Contribute to economic development and/or tourism within McKinney
- Educate the community about the impact “buying local” has on quality of life in McKinney

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

X 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/Promotion/Community Event?

\$35,000

(Include a budget for the proposed Project/Promotion/Community Event.)

What percentage of Project/Promotion/Community Event funding will be provided by the Applicant? 60%

Are Matching Funds available? Yes No

Cash \$	Source	% of Total
In-Kind \$	Source	% of Total

Are other sources of funding available? *Other sponsorships, vendor fees, attraction ticket sales.*

Have any other federal, state, or municipal entities or foundations been approached for funding? *Yes.*

IV. Marketing and Outreach

Describe marketing plans and outreach strategies for your organization and for the Project/Promotion/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/Promotion/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:

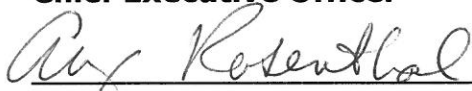
- The Project/Promotion/Community Event for which financial assistance is sought will be administered by or under the supervision of the applying organization;
- All funds awarded will be used exclusively for the purpose described in this application;

Acknowledgements - continued

- MCDC will be recognized in all marketing, outreach, advertising and public relations as a funder of the Project/Promotion/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/Promotion/Community Event for which funds were received.
- A final report detailing the success of the Project/Promotion/Community Event, as measured against identified metrics, will be provided to MCDC no later than 30 days following the completion of the Project/Promotion/Community Event.
- Up to 80% of the approved grant may be provided, on a reimbursement basis, prior to conclusion of the Project/Promotion/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/Promotion/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 120th 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

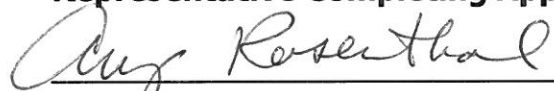


Signature

Amy Rosenthal
Printed Name

Jan 4, 2016
Date

Representative Completing Application



Signature

Amy Rosenthal
Printed Name

Jan 4, 2016
Date

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/Promotion/Community Event; description, goals and objectives
- Project/Promotion/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/Promotion/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/PROMOTION/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 MAIN STREET
MCDC PROMOTIONAL ACTIVITY / COMMUNITY EVENT GRANT APPLICATION
JANUARY 4, 2016 – ARTS IN BLOOM SUPPORT**

I. APPLYING ORGANIZATION

McKinney Main Street organization information is attached.

II. PROMOTION / COMMUNITY EVENT

McKinney Main Street respectfully requests promotional support for ARTS IN BLOOM 2016.

III. FINANCIAL

McKinney Main Street's financials are primarily event driven. Funds raised for an event are directly applied toward event expenditures. ARTS IN BLOOM is Historic Downtown McKinney's annual spring arts festival. McKinney Main Street believes that with the management of a wine and craft beer aspect of the festival, that ARTS IN BLOOM would have the potential to generate revenue for the organization. This revenue would be applied to other projects that benefit Historic Downtown McKinney. ARTS IN BLOOM is also intended to showcase the talents and offerings of McKinney-based artists.

Budget overview for ARTS IN BLOOM is attached.

IV. MARKETING AND OUTREACH

Support from MCDC will allow Main Street to advertise and promote ARTS IN BLOOM to attract regional and new visitors to McKinney. 100% of MCDC support will be invested in promotions and advertising to bring guests from areas surrounding McKinney.

Plans for a robust marketing campaign (outside of McKinney area) include:

- Potential CBS11 Advertising
- Promoted and paid Social Media opportunities
- Digital billboards
- Frisco, Plano, Dallas magazines and publications
- Radio spots with KERA, KXT, WRR – North Texas' NPR stations

Standard marketing initiatives:

- 200 posters in downtown and throughout community
- Postcards
- Press releases
- Ads in Neighbors Go, *The Dallas Morning News* and Community Impact News
- Email blasts

- Downtown marquees
- Website presence, downtownmckinney.com, mckinneyperformingartscenter.org, mckinneytexas.org, visitmckinney.com
- Social media promotions – Facebook, Twitter, Instagram and Pinterest

V. METRICS TO EVALUATE SUCCESS

The success of this project will be measured on overall foot traffic attendance, store specific sales increases, vendor and community feedback. In 2016, Main Street will work to execute short surveys gathering demographic information. Sample questions will include: zip code of event attendee's residence, inquiring if this is a first visit for the guest, and collecting overall impressions of the event. As customary with all Main Street events, a post-event survey is conducted to all merchants in downtown.



ABOUT MAIN STREET

Main Street consists of 11 board members (two-year staggered terms) and two full time staff members. The board meets the 2nd Thursday of every month at 8:30 a.m. at the McKinney Performing Arts Center in the Encore Wire Room, 111 N. Tennessee. Main Street also holds business monthly meetings on the second Tuesday of every month at 8:30 a.m. at the McKinney Performing Arts Center, 111 N. Tennessee.

The Main Street approach is to support the continued growth of McKinney's downtown area through economic development, increased promotion, enhancing tourism, infrastructure redevelopment, historical preservation efforts and an increased awareness of McKinney's history. Our mission is to ensure that downtown McKinney continues to be the vibrant, inviting, safe and growing area it is known for today.

In an effort to achieve these goals, McKinney Main Street focuses on a four point approach with committees focused on design, organization, promotion and economic re-development. Committees are the backbone of the organization and the vehicles through which the board implements the Main Street work plan.

DESIGN

Creates an attractive coordinated and quality image of downtown McKinney by capitalizing on our unique assets and heritage. This committee is involved in all aspects of design that affects downtown's image.

ORGANIZATION

Promotes the Main Street Program and focuses on fundraising. Partnerships are key to the success of the program. Main Street needs both public and private allies and advocates to make our revitalization a priority for the community.

PROMOTION

Promotes downtown; to market a unified, quality image of the commercial district as the center of commerce, culture, and community life for residents and visitors alike.

ECONOMIC REDEVELOPMENT

Works in coordination with the Town Center Study resulting in an improved retail mix, a stronger tax base, increased investor confidence and a stable role for downtown McKinney as a major component of the city's economy



ABOUT DOWNTOWN

McKinney enjoys one of the oldest authentic and thriving historic downtowns in Texas. What was once the center of all commercial and social activity for Collin County, again today shines as a viable retail, dining, entertainment and business center.

McKinney's gently rolling hills, tree-lined neighborhoods, historic downtown and beautiful parks give the city a quaint, small town feel. The friendly charm and comfortable pace belies the fact that McKinney, with a population of over 150,000 people, is one of the fastest-growing cities in America and recently named as one of the Best Places to Live in America by *Money Magazine*.

Downtown offers more than 130 unique shops and more than a dozen unique restaurants, including upscale restaurants featuring award-winning chefs, sandwich shops, outdoor patio dining and neighborhood pubs. Downtown McKinney also offers an assortment of specialty shops, art galleries featuring the works of local artists, furniture stores, exquisite antique collections, gift shops, apparel boutiques and a multitude of service businesses.

Visitors with an eye for history enjoy the adjoining historic neighborhood featuring beautifully restored homes from another century. The original Collin County Courthouse, located in the center of downtown, is now known as McKinney Performing Arts Center with a 420-seat theater suitable for intimate arts performances, lectures and events.

Main Street is a national program born out of the National Trust for Historic Preservation. Since 1980, the National Main Street Center has been working with communities across the nation to revitalize historic commercial areas.

Improving economic management, strengthening public participation, and marketing downtown as a destination to dine, shop and enjoy is critical to Main Street's future. Main Street also focuses on recruiting new businesses and retaining existing businesses. Building on downtown's inherent assets -- rich architecture, personal service, and traditional values and most of all, a sense of place -- the Main Street approach supports entrepreneurship, downtown cooperation and civic concern.

McKinney Main Streets work plan includes preserving the Quality Image of Downtown McKinney and maintaining the Historic Designation set forth by the Texas Historic Commission. We work in partnership with public and private allies to boost downtown economics, to enhance festivals and promotion in downtown McKinney, and to meet fundraising goals set forth by the Main Street Board of Directors and City Council.



Arts in Bloom

in Historic Downtown McKinney

Stroll through the colorful sidewalks and streets of Historic Downtown McKinney on Saturday, April 9 with the addition of Sunday, April 10 for McKinney's annual spring arts festival, Arts in Bloom. Experience art in all forms as it blossoms throughout the historic district with art, music, food, shopping and fun for the entire family.

Over 7,000 guests will visit more than 150 local and regional painters, sculptors, jewelry-makers, photographers and musicians showcasing their artistic talents throughout the streets of Downtown McKinney.

In addition to great food and families activities, visitors may enjoy wine tastings from 10 local wineries.

In 2016, Main Street will use Zapplication (a national art show listing) to recruit artists and will seek ways to enhance visibility of McKinney artists. Visitors will also enjoy increased live entertainment.

- JANUARY / FEBRUARY: Secure sponsorships and funding. Solicit participating artists. Reserve advance media buys.
- FEBRUARY: Coordinate/confirm vendor and entertainment contracts. Reserve infrastructure elements.
- MARCH: Festival layout and design of promotions. File special event permit.
- END MARCH / EARLY APRIL: Recruit volunteer support and staffing arrangements.
- END MARCH / EARLY APRIL: High concentration of promotions.

Historic Downtown McKinney is nationally recognized as one of the most vibrant and thriving historic downtowns in the country. Downtown McKinney also boasts an extraordinary creative community. Arts in Bloom is the perfect opportunity to visitors from across North Texas to relish the best of what our community has to offer.



Arts in Bloom

in Historic Downtown McKinney



BUDGET

Proceeds for **Arts in Bloom** are based on sponsorships, artist booths and alcohol sales. McKinney Main Street will work with 10 local wineries for a wine tasting element. Main Street will receive a percentage of the wine sales. Event expenses include entertainment, marketing and infrastructure.

INCOME	2014 Final	2015 Final	2016 Budget
Sponsorships, Artist Booths, Alcohol Sales	\$7,500	\$8,790	\$35,000
EXPENSES	2014 Final	2015 Final	2016 Budget
Infrastructure / Logistics		8,154	9,000
Entertainment			3,000
Marketing & Signage	7,725	2,865	20,000
Alcohol Expenses			3,000
Total Estimated Cost:	\$7,725	\$11,019	\$35,000





**McKinney Main Street
Board of Directors
2015-2016**

Name	Business Address	Phone #, Cell #, Fax #, E-Mail
Amy Rosenthal Program Director	City of McKinney-MPAC 111 N. Tennessee St McKinney, TX 75069	Phone # 972-547-2652 Cell # 817-269-1326 Email: arosenthal@mckinneytexas.org
Jan Elwell Chair Term End 9/30/15	JE Corporation 1629 Landon Ln McKinney, TX 75071	Cell # 972-658-3225 Email: jan@jecore.com
Alex Lanio Vice Chair Term End 9/30/15	Goodies Texas 114 N Tennessee St McKinney, TX 75069	Phone # 401 924-4552 Email: alex@goodiestexas.com
Amber Gutschlag Term End 9/30/16	1405 Clearwater Dr McKinney, TX 75071	Phone # 972-542-8485 Cell # 214-850-9581 Email: a_gutschlag@hotmail.com
Edna Brown Term End 9/30/16	1103 Hyde Park McKinney, TX 75069	Phone #: 214-673-8975 Email: andenana48@gmail.com
Rebecca Drekman Term End 9/30/16	1506 N. College St McKinney, TX 75069	Cell #: 214-250-6627 Email: ems_4u@yahoo.com
Robert 'Matt' Hamilton 207 Byrne St Term End 9/30/17	207 Byrne St. McKinney, TX 75069	Phone #: 469-952-3838 Email: matt@localyocal.com
Kaci Lyford Term End 9/30/15	Patina Green Home and Market 116 N. Tennessee, Suite 102 McKinney, TX 75069	Phone # 972-548-9141 Cell# 469-233-2472 Email: info@patinagreenhomeandmarket.com
Ric Anderson Term End 9/30/17	1501 Timberline McKinney, TX 75070	Cell # 214-632-9652 rla@andersonbrand.com
Jolie Williams Term End 9/30/15	Coldwell Banker, Apex REALTORS® 7290 Virginia Parkway, Suite 2400 McKinney, TX75071	Cell# 214-502-6495 Email: Jolie@Diva-Homes.com
CoCo Good City Liaison	City of McKinney – Marketing & Comm. 216 N Tennessee St McKinney, TX 75069	Phone # 972-547-7508 Cell # 214-585-3610 Email: cgood@mckinneytexas.org
Barry Shelton City Liaison	City of McKinney – City Manager’s Office 221 N. Tennessee St. McKinney, TX 75069	Phone # 972-547-7402 Cell # 469-534-5254 Email: bshelton@mckinneytexas.org

McKinney Main Street
BALANCE SHEET
 As of September 30, 2015

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Capital One - Checking	399,062.39
Capital One - Reserve Acct.	15,182.36
First United Bank Checking	141,071.12
Total Bank Accounts	\$555,315.87
Accounts Receivable	
Accounts Receivable	5,100.00
Total Accounts Receivable	\$5,100.00
Total Current Assets	\$560,415.87
TOTAL ASSETS	\$560,415.87
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Retained Earnings	398,127.15
Net Income	162,288.72
Total Equity	\$560,415.87
TOTAL LIABILITIES AND EQUITY	\$560,415.87

McKinney Main Street
PROFIT AND LOSS
 October 2014 - September 2015

	OCT 2014	NOV 2014	DEC 2014	JAN 2015	FEB 2015	MAR 2015	APR 2015	MAY 2015	JUN 2015	JUL 2015	AUG 2015	SEP 2015	TOTAL
Income													
Administrative Income	40.00		14.96	54.09	53.75	59.56				2,175.00		25.00	\$222.36
Directional Sign Income													\$2,200.00
Total Administrative Income	40.00	0.00	14.96	54.09	53.75	59.56	0.00	0.00	0.00	2,175.00	0.00	25.00	\$2,422.36
Events Income													\$0.00
Arts in Bloom													\$8,790.30
Bike the Bricks													\$94,335.70
Home for the Holidays Christmas	5,740.00	37,000.00	65,109.83		2,644.00	4,045.00	2,101.30	78,845.70	12,334.00	70.00			\$107,849.83
Krewe of Barkus				2,325.00	1,325.00								\$3,650.00
McKinney Oktoberfest	178,382.75	1,366.83							8,562.00	1,250.00	23,533.00	709,254.91	\$922,349.49
Red, White & BOOM!									3,000.00				\$3,000.00
Scare on the Square	1,850.00	100.00											\$1,950.00
Wish 100	16,891.00												\$16,891.00
Total Events Income	202,863.75	38,466.83	65,109.83	2,325.00	3,969.00	4,620.00	4,612.30	78,845.70	23,896.00	1,320.00	23,533.00	709,254.91	\$1,158,816.32
Miscellaneous Income				169.13									\$0.00
Bridal show cc Payments				200.00									\$169.13
Sponsorship													\$200.00
Total Miscellaneous Income	0.00	0.00	0.00	369.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$369.13
Programs Income													\$0.00
Image Campaign	38.36	25.00	25.00	25.00	25.00	63.37	25.00	35.00					\$261.73
Shoppers Guide	55.00												\$55.00
Total Programs Income	93.36	25.00	25.00	25.00	25.00	63.37	25.00	35.00	0.00	0.00	0.00	0.00	\$316.73
Total Income	\$202,997.11	\$38,491.83	\$65,149.79	\$2,773.22	\$4,047.75	\$4,742.93	\$4,637.30	\$78,880.70	\$23,896.00	\$3,495.00	\$23,533.00	\$709,279.91	\$1,161,924.54
Gross Profit	\$202,997.11	\$38,491.83	\$65,149.79	\$2,773.22	\$4,047.75	\$4,742.93	\$4,637.30	\$78,880.70	\$23,896.00	\$3,495.00	\$23,533.00	\$709,279.91	\$1,161,924.54
Expenses													
Administrative Expenses			127.81				69.06	50.48			1,190.25		\$1,437.60
Communications													\$0.00
Associations/Dues/Subscriptions	660.00			3,100.00	1,500.00					810.00	500.00		\$6,570.00
Mileage	46.98	106.45					66.81		65.25	589.95			\$875.44
Ret Fee/Prof Service					1,256.31	6,000.00	867.59	42.59	42.59	42.59			\$8,251.67
Bookkeeping/Audit					285.00								\$285.00
Total Ret Fee/Prof Service	0.00	0.00	0.00	0.00	1,541.31	6,000.00	867.59	42.59	42.59	42.59	0.00	0.00	\$8,536.67
Travel/Training								100.00		732.50			\$832.50
Total Communications	706.98	106.45	0.00	3,100.00	3,041.31	6,000.00	934.40	142.59	107.84	2,175.04	500.00	0.00	\$16,814.61
Other Fees													\$0.00
Credit Card Fees	526.10	451.95	348.07	337.59	430.21	170.58	142.45	101.43	32.77	127.35			\$2,668.50
Total Other Fees	526.10	451.95	348.07	337.59	430.21	170.58	142.45	101.43	32.77	127.35	0.00	0.00	\$2,668.50
Supplies													\$0.00
Food	123.95												\$378.94
Minor Tools & Equipment				254.99					84.03				\$84.03
Office Expenses													\$0.00
Credit Card Rental					1,512.98								\$1,512.98
General Office Supplies													\$328.53
Total Office Expenses	0.00	0.00	0.00	1,512.98	0.00	0.00	0.00	0.00	328.53	0.00	0.00	0.00	\$1,841.51
Postage				16.11					11.13				\$63.01
Total Supplies	123.95	0.00	0.00	1,784.08	0.00	0.00	0.00	0.00	423.69	35.77	0.00	0.00	\$2,367.49
Total Administrative Expenses	1,357.03	558.40	475.88	5,221.67	3,471.52	6,170.58	1,145.91	294.50	564.30	2,338.16	1,690.25	0.00	\$23,288.20
Board Expense				42.75	307.31							25.50	\$375.56

