

Cindy Schneible

From: noreply@civicplus.com
Sent: Wednesday, November 29, 2017 8:09 PM
To: Cindy Schneible
Subject: Online Form Submittal: Grant Application

Grant Application

Step 1

Important Information

- **Form Function Note:** *In order to go back from a page in the form to a previous page, all required fields on the page must be populated.*
- *Please read the McKinney Community Development Corporation Grant Guidelines prior to completing this application.*
- *The Grant Guidelines are available on this website, or can be obtained by calling 214-544-0296.*
- *Please call to discuss your plans for submitting an application in advance of completing this form.*
- *Completed application and all supporting documents are required to be submitted electronically or on a thumb drive for consideration by the McKinney Community Development Corporation (MCDC) board. Please submit physical applications with thumb drives to:*

*McKinney Community Development Corporation
5900 South Lake Forest Boulevard, 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 which is available on this website, or by calling 214-544-0296.*
- **Applications must be completed in full, using this form electronically (or physically with the requested thumb drive by mail), and received by MCDC by 5 p.m. on the application deadline indicated on the "Grants" page of this website.**

Organization Information

Name	McKinney's Project Graduation
Federal Tax ID Number	26-2145720
Incorporation Date	3/31/2009
Mailing Address	PO Box 1235
City	McKinney

State	Texas
Zip Code	75070
Phone Number	214-726-2023
Fax Number	214-726-2023
Email Address	director@mckinneys-project-graduation.com
Organization Type	Nonprofit - 501(c) (Attach a copy of IRS Determination Letter)
IRS Determination Letter	PG IRS letter.pdf
Professional Affiliations and Organizations to Which Your Organization Belongs	<i>Field not completed.</i>

Representative & Contact Information

Representative Completing Application:

Name	Amanda Szecsy
Title	Director
Address	4807 Arbor Glen Dr.
City	McKinney
State	Texas
Zip Code	75070
Phone Number	214-726-2023
Fax Number	<i>Field not completed.</i>
Email Address	szecsy@sbcglobal.net

(Section Break)

Contact for Communications Between MCDC and Organization:

Name	Amanda Szecsy
Title	Director
Address	4807 Arbor Glen Dr.
City	McKinney

State	Texas
Zip Code	75070
Phone Number	214-726-2023
Fax Number	<i>Field not completed.</i>
Email Address	szecsy@sbcglobal.net
Project Information	
Funding - Total Amount Requested	\$11,900
Matching Funds Available:	0
Funding Requested from Other City of McKinney Entities	none
Community Event/Project/Promotion: Start and Completion Dates	6/8/2018 - 6/9/2018
Board of Directors	Director - Amanda Szecsy Co-Directors of Funding - Nancy Nori, Darlene Jules, Lisa Carithers Co-Director of Volunteers - Paula Lough Secretary - Lisa Lind Treasurer - Angela Hibbard
Leadership Staff	High School Committees: MNHS - Hasina Hirji, Jo-Lynne Welch MHS - Angela Hibbard, Lisa Lind Boyd - Shelley Meadows, Faith Rodriquez Website - Monica Killian Food - Jacqueline Davis, Rana Pawan Prizes - Shelley Meadows, Jen Jesseph
Board of Directors Attachment	<i>Field not completed.</i>
Leadership Staff Attachment	<i>Field not completed.</i>

(Section Break)

Using the outline below, provide a narrative:

1: 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.*

2: Project / 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, and 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 the 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 the Project / Promotion / Community Event.*
- *Provide a timeline for the Project / Promotion / Community Event.*
- *Detail goals for growth/expansion in future years.*

Provide specific information to illustrate how this Project / Promotion / Community 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)*
- *Meet citizen needs for quality of life improvements, business development and sustainable economic growth for residents in the City of McKinney*
- *Support for cultural, sports, fitness, entertainment, community projects and events that attract resident and visitor participation and contribute to quality of life, business development and increased McKinney sales tax revenue*
- *Highlight and promote McKinney as a unique destination for residents and visitors alike*
- *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*

Indicate which of the goals listed in the narrative instructions will be supported by the proposed Project / Promotion / Community Event:

Support for cultural, sports, fitness, entertainment, community projects and events that attract resident and visitor participation and contribute to quality of life, business development and increased McKinney sales tax revenue Highlight and promote McKinney as a unique destination for residents and visitors alike

3: 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 budget for the current year and audited financial statements for the preceding two years. If audited financials are not available, please indicate why.

4: Marketing and Outreach

- Describe marketing plans and outreach strategies for your organization, 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.

5: 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.

Completed Narrative [MCDC grant app.docx](#)

Funding & Sources

Project Grants A new project

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

Has a feasibility study or market analysis been completed for this proposal? No

What is the estimated total cost for this Project / Promotion / Community Event? \$93,000

Attach Budget [PG 2018 Budget.xlsx](#)

What percentage of the Project / Promotion / Community Event 87.3%

funding will be provided by the Applicant?

Are matching funds available?

No

Cash

Field not completed.

Source

Field not completed.

Percent of Total

Field not completed.

In-Kind

Field not completed.

Source

Field not completed.

Percentage of Total

Field not completed.

Are other sources of funding available?

We rely solely on local businesses, civic organizations, MISD parents, and community members for funding

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

Texas Department of Transportation mini-grant requested on 11/28 for the maximum grant amount of \$400.

Financial

Upload Current Profit and Loss Statement

[PG pl.pdf](#)

Upload Current Year Budget

[PG 2018 Budget.xlsx](#)

Are audited financials available?

No

Why are audited financials not available?

The Board and Committee members disbanded in 2017 and we have no record of audited financials from prior years available to us. We do have bank statements from 2 prior years.

Acknowledgements

If funding is approved by the MCDL 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;
- 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.

Incomplete applications or those received after the deadline listed in the application guidelines will not be considered.

(Section Break)

Applicant Electronic Signature	Selecting this option indicates your agreement with the above statement.
Chief Executive Officer	Amanda Szecsy
Representative Completing Application	Amanda Szecsy
Date	11/29/2017

Email not displaying correctly? [View it in your browser.](#)

McKinney's Project Graduation 2018 MCDC Grant Application Narrative

1. Applying Organization:

The mission of McKinney's Project Graduation is to provide a safe, alcohol and drug free, all night event for all McKinney Independent School District seniors (McKinney Boyd, McKinney North, and McKinney High) on graduation night. The concept of the event originated in Maine in 1980 and has expanded throughout the US where there are project graduation events held in all 50 states. Project graduation celebrations have proven to be the most effective means of preventing needless drug and alcohol related incidents on graduation night. Since all three McKinney high schools graduate on the same day, this event is even more important to the McKinney community. Project graduation is highly praised and supported by the local law enforcement community, school administrators, parents and teachers in McKinney. This event saves lives and helps to prevent needless tragedies on a day that should be celebrated for the community.

McKinney's Project Graduation is a 501(c)3 managed 100% by volunteers from the community throughout the year. There is a Board of Directors and planning committee made up of 12-14 volunteers that works for nine months or more to plan the event from garnering sponsorships to planning event activities and promoting the event.

In order to provide this event McKinney's Project Graduation depends heavily on community support not only financially but with volunteers throughout the year who promote and market the event and more than 200 volunteers who work the event on June 8th.

The committee members and board members for McKinney's Project Graduation will change from year to year depending on the available parent volunteers similar to a PTO or school booster organization. The volunteer pool for both the committee and board is drawn from all MISD high schools and from the McKinney community at large. The board and committee include: Director, Co-Directors of Fundraising and Volunteers, Secretary, Treasurer, Food Chair, Prize Chair, High School Representatives, Web Coordinator, and Social Media Chair.

2. Community Event:

Project Graduation is for all graduating seniors from McKinney High, McKinney North, and Boyd High Schools. Each of the more than 1,300 seniors will receive a free ticket at their respective graduation practices. Project graduation is a lock-in style event held on June 8, 2018 at Myers Park from 10:30pm -5:30am. The event features entertainment, music, games, bingo, inflatables, food and drinks. Prizes are given away throughout the night to seniors who are present at the event and choose to stay for the duration of the event. By inviting the new graduates to attend this

celebration at no charge, we hope to encourage all MISD graduates to celebrate safely that night.

McKinney's Project Graduation will promote the city of McKinney by providing a unique event that shows in an additional way how the city cares for its citizens and wants to protect the health and safety of those living in McKinney. Companies and employees look at places to locate and can know there is an event geared specifically to keeping seniors and the community safe.

McKinney's Project Graduation would like to continue to provide this event for graduating seniors for the foreseeable future. Last year the event did not occur due to lack of funding and volunteers. We hope to continue to grow the event as the number of graduates within McKinney ISD grows.

One of the ways this event aligns with the goals of MCDC is by supporting and promoting local businesses. McKinney's Project Graduation uses McKinney based restaurants to provide food and drinks. Additionally, McKinney companies are used to provide inflatables, t-shirts and other products that support the event. We also advertise for those businesses that choose to support McKinney's project graduation on the backs of 1,300 t-shirts, social media outlets, our web page and promotional flyers sent to parents and community members.

An event like McKinney's Project Graduation highlights the fact that McKinney is a unique destination for residents by providing an event with the purpose of keeping graduating students and the community safe on graduation night.

Finally, McKinney's Project Graduation encourages resident participation and community involvement. Because the event needs at least 200 volunteers and involves the graduating seniors here in our community, project graduation touches many families and groups that work with youth. In the past we have had a diverse group of volunteers who are teachers, parents, church groups, business groups, school district staff and even senior adults willing to come together to keep our youth safe and have a fun, alcohol and drug free night.

3. Financial:

In 2017 McKinney's Project Graduation did not occur due to the lack of funding and volunteers and therefore started the 2018 event behind both financial and with the promotion of the event. A MCDC grant would make a huge impact on helping our organization resurrect this event for all the MISD 2018 graduating seniors and lay the groundwork for project graduation to continue for years to come. Once we have an opportunity to rebuild our community business relationships and establish an annual fundraiser the need for such a large grant will not be necessary. Based on historical financial information we have set a fundraising goal of \$70 per student equaling \$93,000, in total for the event. A reasonable \$10 per student per hour cost considering the event lasts seven hours. The \$11,900 we are requesting for the

grant is 12.7% of the total funds estimated for project graduation. Part of what makes McKinney's Project Graduation successful is our ability to promote the event and the businesses that financial support project graduation. The t-shirts, program ads, web promotion and community and parent flyers are the items where MCDC grant money would be used for our event.

McKinney's Project Graduation does not receive any funding from MISD school district. Previous sources of funding have included businesses, community members, parent supported booster organizations, churches, civic organizations and MISD parents.

Marketing and Outreach:

This year so far over 1,000 flyers and have been handed out personally to parents and businesses throughout McKinney. We plan to send close to 3,000 flyers after the first of the year to businesses and parents to further promote project graduation. MCDC funding would cover expenses associated with the costs of flyers. Ongoing presentations are being given to civic organizations and parent groups in order to meet our fundraising and volunteer goals for this year's project graduation event.

McKinney's Project Graduation has placed a full-page ad in each of the high school's fall and spring athletic programs. We are asking for the same funding so that similar promotional ads can be placed in the programs prior to the next school year as well.

In an effort to promote McKinney's Project Graduation and increase attendance and awareness of the event, we are requesting funding from MCDC for t-shirts for all MISD seniors. The t-shirts will be given out the week of graduation and will feature a 4 color graphic design on the front and a list of contributing sponsors on the back. 1,300 walking billboards to promote the event, the City of McKinney and the supporters of project graduation.

In addition, we have been using web and social media advertising to promote the event. We would also like to purchase a large banner to be placed in the new stadium to thank local businesses that supported McKinney's Project Graduation. Part of the MCDC grant would be used in that area to continue to promote the event and the businesses that are supporting the event here in McKinney.

Evaluation:

Each year a follow up review is completed that details all areas of McKinney's Project Graduation. This includes all income and expense information, the number of attendees, the number of volunteers, a list of donors, and prizes given away at the event.

Project Graduation 2018 Budget

Revenue

	Actual	Budget	Difference
Donations			
Guest Sales		\$ 2,000	2,000
Business Donations	\$ 3,025	\$ 20,000	16,975
Church/Community Donors	\$ 500	\$ 10,000	9,500
School Groups	\$ 4,500	\$ 20,000	15,500
Parent Donations		\$ 10,000	10,000
Non-Cash Donations			
Donated Prizes		\$ 10,000	10,000
Inflatables Discount		\$ 2,000	2,000
DJ/Music Donation		\$ 5,000	5,000
Myers Park Donation		\$ 3,500	3,500
Food and Drink Donation		\$ 10,000	10,000
Linens Donation		\$ 500	500
Total Revenue	\$ 8,025	\$ 93,000	84,975

Expenditures

Expenses

DJ/Music		\$ 200	200
\$500 Volunteer Prize		\$ 1,500	1,500
Food & Drinks		\$ 2,000	2,000
Paper Goods		\$ 500	500
\$500 Senior Prize		\$ 1,500	1,500
Insurance		\$ 500	500
Printing T-shirts		\$ 9,800	9,800
Collin County Sheriffs		\$ 1,000	1,000
Inflatables and Games		\$ 16,000	16,000
Raffle Drawings & Prizes		\$ 7,349	7,349
Cash Drawings & other		\$ 11,000	11,000
Flyer Mailings			
Bulk Mail Permit	\$ 225	\$ 225	0
Sports Program Ads	\$ 450	\$ 1,200	750
Treasurer Expenses	\$ 61	\$ 200	139
PO Box Rental	\$ 126	\$ 126	0
Storage Unit Rental	\$ 672	\$ 1,400	728
Web hosting and development		\$ 1,500	1,500
Banners and Signs		\$ 1,000	1,000

Non-Cash Donations

Donated Prizes		\$ 10,000	10,000
Inflatables Discount		\$ 2,000	2,000
DJ/Music Donation		\$ 5,000	5,000
Myers Park Donation		\$ 3,500	3,500
Food and Drink Donation		\$ 10,000	10,000
Linens Donation		\$ 500	500

Total Expenses	\$ 1,534	\$ 93,000	91,466
Net Revenue	\$ 6,491	\$ -	6,491

11/27/17

McKinneys Project Graduation
Profit & Loss
July 2017 through June 2018

	<u>Jul '17 - Jun 18</u>
Ordinary Income/Expense	
Income	
2018 PG Donation	
Business Donations	3,025.00
Church/Community Donors	500.00
School Groups	4,500.00
Total 2018 PG Donation	<u>8,025.00</u>
Total Income	8,025.00
Expense	
Sports Program Ads	
Treasurer	450.00
Business Expense	60.59
Storage Units	
Total Business Expense	<u>672.00</u>
	672.00
Mail Expense	
Bulk Mail Renewal	225.00
PO Box Rental	126.00
Total Mail Expense	<u>351.00</u>
Total Expense	1,533.59
Net Ordinary Income	<u>6,491.41</u>
Net Income	<u><u>6,491.41</u></u>

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

DEPARTMENT OF THE TREASURY

Date: **MAR 31 2009**

MCKINNEYS PROJECT GRADUATION
PO BOX 1235
MCKINNEY, TX 75070

Employer Identification Number:
26-2145720
DLN:
17053076011019
Contact Person:
DEL TRIMBLE ID# 31309
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
June 30
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
September 15, 2008
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.

Letter 947 (DO/CG)

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

DEPARTMENT OF THE TREASURY

Date: **MAR 31 2009**

MCKINNEYS PROJECT GRADUATION
PO BOX 1235
MCKINNEY, TX 75070

Employer Identification Number:
26-2145720
DLN:
17053076011019
Contact Person: ID# 31309
DEL TRIMBLE
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
June 30
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
September 15, 2008
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

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