



Mar 27, 2018

Cindy Schneible
Executive Director
McKinney Community Development Corporation
5900 S. Lake Forest Drive, Ste. 110
McKinney, TX 75070

Dear Cindy:

Attached please find a request for funding for the Cycle II FY 2019 award period. This request covers multiple projects at Chestnut Square, including 2 restoration projects and 2 improvement projects, in addition to some smaller items.

As we discussed, one of the projects is likely a multi-year project, as we seek to raise ½ of the funds ourselves, and as we will focus our efforts first on the completion of the fence/signage project for which was support was awarded Cycle III FY 2018. Additionally, I did have a conversation with Jennifer Arnold in the Planning Dept, she is investigating the likelihood of TIRZ 1 support for some of these items, so this request could be amended at a later date throughout the process.

One note about our financials – we have a new bookkeeper who has implemented an accounting process which does not recognize wedding and rental income as it is received, but rather as the event is executed. We have not amended the budget, thereby the financials indicate that we are considerably behind in wedding revenues when that is not really the case. I am not sure if the finance committee will recommend to the board that we alter the budget, although that point was raised at our last meeting.

Sincerely,

Jaymie Pedigo,
Executive Director, The Heritage Guild of Collin County

Bringing Collin County History Alive!

P.O. Box 583 McKinney, TX 75069
972-562-8790 www.chestnutsquare.org

McKINNEY COMMUNITY DEVELOPMENT CORPORATION

Project Grant Application

Fiscal Year 2019

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 972.547.7653 or by emailing cschneible@mckinneycdc.org
- **Contact us to discuss your plans for submitting an application prior to 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, by calling 972.547.7653 or emailing 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.

2019 Project Grant Application Schedule

Application Deadline	Presentation to MCDC Board	Board Vote and Award Notification
Cycle I: December 28, 2018	January 24, 2019	February 28, 2019
Cycle II: March 29, 2019	April 25, 2019	May 23, 2019
Cycle III: June 28, 2019	July 25, 2019	August 22, 2019

APPLICATION

Project Grants support for projects eligible for consideration under Sections 501 and 505 of the Texas Local Government Code. These include:

- Projects Related to the Creation or Retention of Primary Jobs
- Infrastructure Improvement Projects Necessary to Develop New or Expanded Business Enterprises
- Public Parks and Open Space Improvements
- Projects Related to Recreational or Community (city/public access) Facilities
- Professional and Amateur Sports and Athletic Facilities, including Children's Sports
- Entertainment, Tourist and Convention Facilities
- Projects Related to Low Income Housing

- Mass Transit-Related Facilities
- Airport Facilities

INFORMATION ABOUT YOUR ORGANIZATION

Name: Heritage Guild of Collin County

Federal Tax I.D.: 75-1602150

Incorporation Date: 1974

Mailing Address: PO Box 583

City: McKinney ST: TX Zip: 75070

Phone: 972.562.8790 Fax: Email: director@chestnutsquare.org

Website: www.chestnutsquare.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: American Association for Local and State History, Farm and Ranch Freedom Alliance, Go Texan, McKinney Chamber of Commerce. Director is a member of AFP.

REPRESENTATIVE COMPLETING APPLICATION:

Name: Jaymie Pedigo

Title: Executive Director

Mailing Address: PO Box 583

City: McKinney ST: TX Zip: 75070

Phone: Fax: Email:

CONTACT FOR COMMUNICATIONS BETWEEN MCDC AND ORGANIZATION:

Name: Jaymie Pedigo

Title: Executive Director

Mailing Address:

City:

ST:

Zip:

Phone 972.562.8970

Fax:

Email: director@chestnutsquare.org

FUNDING

Total amount requested: \$59,500

Matching Funds Available (Y/N and amount): \$25,000 Capital Campaign for Johnson House

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

☒ Yes☐ No

Please provide details and funding requested: Possible TIRZ request for one of these projects – either the Dixie's Store restoration or the PA system. Jennifer Arnold (temporary contact) will discuss with Guy and Michael Quint to consider and give feedback on whether they would support from staff perspective.

PROJECT

Start Date: June 2019

Completion Date: Dec 2019

BOARD OF DIRECTORS *(may be included as an attachment)***Jennifer Cobb, Chair****Emil Dahl****Adam Pagano, Vice Chair****Jonathon Ball****Greg Dawson, Past Chair****Brian Medina****Sandi Dinehart, Secy****Hamilton Doak, Advisory Chair****Rick Glew**

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

Jaymie Pedigo, ED

Anne Quinn, Education programs

Kim Ducote, Rentals

Jim Doyle, Market Manager

Leisha Phipps, Curator

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

- **Applying Organization**

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

Who Are We?

With a mission of celebrating community, preserving history and inspiring the future, The Heritage Guild of Collin County, a 501(c)(3) nonprofit organization, oversees Chestnut Square Historic Village. The Village is comprised of five historic homes, a historically accurate replica of a one-room schoolhouse, a chapel, a store, a reception house, and a Visitors Center all settled on 2.5 acres just south of the downtown McKinney Square.

Also included on the bucolic grounds are a blacksmith shop, smoke house, a (non-functioning) outhouse, and a reception pavilion and gardens. Buildings feature period artifacts highlighting the lifestyles of people living in Collin County during the nearly 100 years spanning 1854 to 1930.

We accomplish our mission by providing educational programs, tours and picturesque venues for local weddings, meetings and social gatherings of all kinds. Chestnut Square hosts community events that bring people together to celebrate Collin County's heritage such as our Farmers Market which recreates the feel of bygone market days held in the old Jockey lot in downtown McKinney.

In addition, we maintain historic buildings, artifacts and grounds that educate and illustrate people about the past, serving to inform the future. Our educational programming demonstrates and disseminates information about the way people lived from 1850-1940, and we support Collin County and McKinney in achieving a community which owns its singular legacy in stewardship of its prosperous future.

Staff includes 2 FTE (E.D. and Wedding/Rental Coordinator), 5 PTE (Education Programs, Marketing/Social Media, Market Manager, Office coordinator and Curator), VISTA member (Volunteer Development), 5 regular volunteer staff (Gardener, 2 maintenance staff and 2 office volunteers) and 50+ program/event volunteers.

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

- **Project**

- Outline details of the Project for which funds are requested. Include information regarding scope, goals, objectives, end user.

1) Dixie's Store - \$15,000 cost (\$12,500 request)

The 1918 Brimer Anderson Grocery Store was ordinally located at Graves & Howell Streets in McKinney, about a mile from where it sits now. Dixie's Store was moved to Chestnut Square in 1994. Records show that it was last painted shortly thereafter. It is in dire need of painting, there is a significant amount of rotted wood, and the building is not insulated. The building has original shiplap interior walls. We are planning to re-side, repaint and insulate the entire building from the outside in. We intend to replace the rotted siding with specially milled "double tear drop" siding to match the original.

The building now houses "Doc & Clyde's" Ice Cream Freezer Museum. "Doc" Steven Wilson had the largest collection in the world, according to Guinness Records, when he became friends with McKinney antique store owner Clyde Geer. In 1995 Clyde & his father in law Killis Melton held the first Ice Cream Cranking Off – a competition to draw shoppers to downtown McKinney. Doc bequeathed his collection to Clyde upon his death, and Clyde donated both his and Doc's collections to Chestnut Square in 2007. Much of the collection was in storage until 2017 – when shelving was built inside the store specifically to house the Ice Cream Freezer Museum.

2) Boardwalk/Path - \$2,500 cost (0 request)

A "boardwalk" surrounds the Two Bit Taylor Inn, leading guests from the front of the house to the blacksmith shop and the goat and chicken pens. When wet, the boards are slick and dangerous and because they are in the shade, they do not dry quickly. The Inn was restored in 2017 – 2018 with a grant from MCDC, and now we'd like to tackle replacing the boardwalk with a gravel patch, which will accommodate the French Drain put in place last year.

3) PA/Speaker System - \$15,000 (\$15,000 request)

An exterior campus wide sound system has been a need for a very long time. We host most MISD 2nd grade classes and over a dozen private school tours each year. In the event of a storm or other weather danger, an accident or a missing child, we need a broadcast system to instigate a lock down or other safety procedure. (we have a lovely school bell, but that isn't quite as effective!) in addition, it could be used during the Farmers Market to promote our Village Tour or other special event or demonstration, as a safety feature in the event of dangerous weather or an incident (as with the school tours), or during a special event for any kind of announcements.

4) Awnings - \$3,500 cost (\$2,000 request)

One of our ongoing maintenance items is the upkeep of our 20 porches. Only 2 of the large porches are uncovered – the sun and rain accelerate the need to repair and repaint them, perhaps the most widely used of the 20. We would like to purchase awnings for the Dulaney and Bevel House back porches.

5) Porch replacement \$1,500 cost (0 request)

An ongoing maintenance project, 2 porches are in need of major repair/replacement this year. (not the same 2 as noted above!)

6) Wedding Garden - Artificial Turf \$5,000 cost (\$5,000 request)

One struggle with our wedding garden is keeping the grass looking beautiful. We'd like to replace the grass in the 530 SF garden space with synthetic product – no cutting, watering, weeding, and no wear and tear. We ceased doing weekly Art in the Garden during the Market because of the beating the grass took. Artificial turf would also allow us to construct permanent benches in the garden, thereby saving deterioration of our chairs and labor setting them up.

7) Johnson House – restoration \$50,000 cost (\$25,000 request)

During WWII, at only 19 years of age, McKinneyite Staff Sgt. Airman Bobby Joe Younger was shot down over Germany, bravely making the ultimate sacrifice in defense of his country. Lost for decades, Bobby's remains were identified and laid to rest in June 2018, with deserved honors in Arlington Cemetery, home at last after 74 years MIA.

Heritage Village at Chestnut Square has the privilege of hosting Bobby's Room, in the home of his great aunt and uncle, Captain John and Polly Younger Johnson, where an exhibit is currently on display with some of his boyhood treasures.

To celebrate the home's 150th birthday, the Guild is planning a capital campaign to raise \$50,000 to support its refurbishment - so important to our County's history. An 1870 Folk Victorian style structure, the Johnson House, on its original site, includes a water well and root cellar. This house was refurbished last over 30 years ago.

Funds raised will be used to appraise the integrity of the building and determine issues, if any, to be addressed. In addition, Chestnut Square will aesthetically refurbish the Johnson House including replacement of wall paper, restoration of the wood floors and appointments bringing all back to luster, essential chimney repair, painting the outside of the building and executing needs revealed through the initial appraisal.

Finally, through the Campaign, Bobby's Room will continue to commemorate and honor a local hero by maintaining and displaying his boyhood artifacts.

We are asking the MCDC to support the campaign with a \$25,000 contribution.

- Describe how the proposed Project fulfills strategic goals and objectives for your organization and benefits the McKinney community.

Chestnut Square is a significant tourist destination in North Texas. The McKinney Farmers Market, our unique special events and wedding facilities bring guests to McKinney on a weekly basis. We also host hundreds of school children each year who learn about life in the 1800-1900's and the early families of McKinney.

Upkeep of our ten buildings and grounds is expensive and difficult, but imperative. The Faires House, the oldest house in McKinney, is 165 years old and the Johnson and Dulaney Cottage are almost 150. The Dulaney House and Dixie's store, at just over 100, are our newest historic structures. Maintaining them in the best way possible saves us from having to "resurrect" them in the future. If we allow them to deteriorate, they are lost forever!

Improvements such as the speaker system and the artificial turf allow us to remain competitive in the venue market. Weddings account for approximately 1/3 of our revenues. The speaker system will also enhance our special events, help us promote activities during the Farmers Market, and perform vital emergency communications should the need arise.

- Please also include planned support activities, timeframe/schedule, and estimated use and admission fees if applicable.
- Include the location for Project.

Heritage Village at Chestnut Square

- Provide a timeline for the Project – from design to completion.

June – December, 2019, with the exception of the Johnson House project, which will be as funds are available over the next 2 years.

- Will the project be competitively bid?

We are fortunate to have relationships with builders, developers and contractors who leverage their clout to help us get the best pricing and results for the funds we spend.

- Are there plans for growth/expansion in future years?

Please provide the information requested below:

- | | | | |
|-----------------------------|-----------|--------------------------------|-----------------------------|
| • An expansion/improvement? | | X <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • A replacement/repair? | | X <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • A multi-phase project? | | X <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • A new project? | Partially | X <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 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 and/or page 1 of this application)
- 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

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

#2 – Cultural, Entertainment & Community projects – Chestnut Square is the host of one of the top-rated Farmers Markets in the country, as well as unique events such as the Legends of McKinney Ghost Walk, the Tour de Coop and the Killis Melton Ice Cream Crank Off.

#3 – Promote McKinney as a unique destination – McKinney boasts the 2nd largest residential historic district in the state and Chestnut Square is a focal point for heritage tourism in north Texas.

#4 - Quality of Life – McKinney residents support the Farmers Market, enjoy our field trips opportunities, Prairie Adventure Camp, & Scout activities as well as our special events.

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

☐ Yes X ☐ No

Date(s):

• **Financial**

- Provide an overview of the organization's financial status including the impact of this grant request on organization mission, goals and business model.
- 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? \$92,500

Please provide a detailed budget specific to the proposed Project.

What percentage of Project funding will be provided by the Applicant? \$33,500 (36%)

Are Matching Funds available? ☒ Yes ☐ No

Johnson House Capital Campaign kicking off this summer, one donor has pledged support and agreed to advocate for others. A board member has agreed to take on the task of leading this campaign.

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

Please provide details regarding other potential sources for funding. Include name of organization(s) solicited; date of solicitation; amount of solicitation and date that notice of any grant/award/loan is expected.

We applied last year to the Summerlee and James Collins Foundations for assistance with Dixie's Store. Summerlee encouraged us to apply again this year, their deadline for LOI is in July.

We are also planning to raise \$25,000 of the \$50,000 estimated costs for the Johnson House refurbishment. Some of these resources may include in-kind labor as appropriate – wallpaper hanging, etc – and perhaps skilled in-kind labor from the North Texas Job Corp.

IV. Marketing and Outreach

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

Events at Chestnut Square, are promoted year-round through the City's Historic Preservation calendar, "rack cards" with all activities at the CVB, Chamber and throughout McKinney, Collin County and at travel centers throughout Texas. Posters for each event are distributed throughout Collin County. Media advertising is focused on 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. 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 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.

- Applicant owns the land, building or facility where the proposed project will be located. If the Applicant does not own the land, written acknowledgement/approval from the property owner must be included with the application. The letter must document the property owner is aware of the proposed use of the property or facility; and the property owner has reviewed the project plan and application, approves and supports the efforts of the Applicant.
- MCDC will be recognized in all marketing, advertising, outreach and public relations as a funder of the Project. 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 for which funds were awarded.
- A final report detailing the successful completion of the Project, as measured against identified metrics, will be provided to MCDC no later than 30 days following the completion of the Project.
- Grant funding is provided on a reimbursement basis subsequent to submission of a reimbursement request, with copies of invoices and paid receipts for qualified expenses. Up to 20% of the grant awarded may be withheld **until the final report on completion of the Project is provided to MCDC.**
- 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

Jaymie Pedigo

Signature

Jaymie Pedigo
Printed Name

03/26/19
Date

Representative Completing Application

Jaymie Pedigo
Signature

Printed Name

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: description, budget, goals and objectives
- ☒ Indicate the MCDC goal(s) that will be supported by this Project
- ☒ Project timeline and location
- ☒ Plans for advertising, marketing and outreach
- ☒ Evaluation metrics
- ☒ List of board of directors and staff
- ☒ Financials provided: organization's budget for current fiscal year; Project 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 COMPLETION OF THE PROJECT

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

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

2019 Projects	Total	MCDC	CS SHARE
Johnson	\$50,000	\$25,000	\$25,000
Ext Paint			
Kitchen Repairs			
Porch repair/replace			
Interior			
Dixies	\$15,000	\$12,500	\$2,500
Siding replacement			
Paint			
Buildings			
Speaker System	\$15,000	\$15,000	
Awnings	\$3,500	\$2,000	\$1,500
Porch Replacement	\$1,500	\$0	\$1,500
Grounds			
Boardwalk/Taylor	\$2,500	\$0	\$2,500
Tear out and replace			
Artificial Turf	\$5,000	\$5,000	
Total	\$92,500	\$59,500	\$33,000
		64%	36%

*raised through Capital Campaign, may not be in 2019 entirely

The Heritage Guild of Collin County

BALANCE SHEET

As of January 31, 2019

	DEC 2018	JAN 2019
ASSETS		
Current Assets		
Bank Accounts	\$32,229.92	\$34,859.48
Accounts Receivable		
11000 Accounts Receivable	3,080.00	4,297.00
Total Accounts Receivable	\$3,080.00	\$4,297.00
Other Current Assets		
12000 Undeposited Funds	2,125.00	930.00
Total Other Current Assets	\$2,125.00	\$930.00
Total Current Assets	\$37,434.92	\$40,086.48
Fixed Assets	\$1,873,745.29	\$1,873,745.29
TOTAL ASSETS	\$1,911,180.21	\$1,913,831.77
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Credit Cards		
21100 Indep MC 3622	3,116.39	4,231.79
Total Credit Cards	\$3,116.39	\$4,231.79
Other Current Liabilities		
24450 Wedding Damage Deposit	8,000.00	9,250.00
24500 Deferred Income Billings		
24510 Weddings	24,262.50	40,362.50
24520 Building Rentals	300.00	2,130.00
Total 24500 Deferred Income Billings	24,562.50	42,492.50
26000 Security Deposits, Other	500.00	250.00
Total Other Current Liabilities	\$33,062.50	\$51,992.50
Total Current Liabilities	\$36,178.89	\$56,224.29
Total Liabilities	\$36,178.89	\$56,224.29
Equity		
30000 Unrestricted Fund Balance	1,886,841.27	1,875,001.32
Net Income	-11,839.95	-17,393.84
Total Equity	\$1,875,001.32	\$1,857,607.48
TOTAL LIABILITIES AND EQUITY	\$1,911,180.21	\$1,913,831.77

The Heritage Guild of Collin County

BUDGET VS. ACTUALS: FY 2019 - FY19 P&L

January 2019

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
Income			
41000 Direct Public Support			
41010 Membership Dues	205.00	200.00	5.00
41020 Donations, General Public	60.00	0.00	60.00
41060 McKinney Heritage Membership	-85.00	150.00	-235.00
Total 41000 Direct Public Support	180.00	350.00	-170.00
42000 Program Revenues			
42010 Farmers' Market	4,367.00	3,500.00	867.00
42030 Merchandise Sales	-336.88	100.00	-436.88
42050 Ghostly Haunting	80.00	100.00	-20.00
42080 Public Village Tour	25.82	0.00	25.82
42090 Tea & Tour	50.00	0.00	50.00
Total 42000 Program Revenues	4,185.94	3,700.00	485.94
42500 Event & Fundraising Revenues			
42540 Fashion Show	310.00	400.00	-90.00
42580 Murder Mystery	2,140.00	1,000.00	1,140.00
Total 42500 Event & Fundraising Revenues	2,450.00	1,400.00	1,050.00
43000 Facility Rentals			
43010 Weddings	300.00	7,000.00	-6,700.00
43020 Rentals	2,400.00	0.00	2,400.00
Total 43000 Facility Rentals	2,700.00	7,000.00	-4,300.00
44000 Other Operating Income			
44020 Background Check Fees	-69.65	20.00	-89.65
Total 44000 Other Operating Income	-69.65	20.00	-89.65
45000 Investments			
45030 Interest-Savings, Short-term CD	1.75		1.75
Total 45000 Investments	1.75		1.75
Total Income	\$9,448.04	\$12,470.00	\$ -3,021.96
GROSS PROFIT	\$9,448.04	\$12,470.00	\$ -3,021.96
Expenses			
61100 Wedding Expenses	375.00		375.00
61110 Wedding Costs	364.10	1,250.00	-885.90
Total 61100 Wedding Expenses	739.10	1,250.00	-510.90
61200 Programming Expenses			
61210 Farmers' Market Costs	1,238.21	700.00	538.21
61240 Educational Programs Costs	30.46	0.00	30.46
61270 Tour & Tea Costs	406.18	0.00	406.18
61280 Trolley Tour Costs	720.00	0.00	720.00
61290 Prairie Camp Costs	72.50	0.00	72.50
61299 Other Programming Costs		50.00	-50.00
Total 61200 Programming Expenses	2,467.35	750.00	1,717.35

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
61400 Events & Fundraising Expenses			
61440 Fashion Show Costs	72.20	0.00	72.20
61460 Holiday Home Tour Costs	263.70	0.00	263.70
61599 Other Event Costs		250.00	-250.00
Total 61400 Events & Fundraising Expenses	335.90	250.00	85.90
61600 Business Expenses			
61610 Advertising, PR & Marketing	2,215.00	250.00	1,965.00
61660 Rentals (Administrative)		500.00	-500.00
61670 Volunteer Relations		500.00	-500.00
61680 Staff Relations		750.00	-750.00
Total 61600 Business Expenses	2,215.00	2,000.00	215.00
61700 Outside Services			
61730 Fundraising Expenses	239.00	235.00	4.00
61740 Outside Contract Services	1,050.00	1,016.66	33.34
Total 61700 Outside Services	1,289.00	1,251.66	37.34
62000 Facilities and Equipment			
62010 Building and Equip Maintenance			
62011 Yard		300.00	-300.00
62012 Structures & Equipment	929.94	500.00	429.94
62013 Cleaning & Maintenance Supplies	675.00	708.33	-33.33
Total 62010 Building and Equip Maintenance	1,604.94	1,508.33	96.61
62020 Curation		29.16	-29.16
62060 Utilities	1,622.51	1,500.00	122.51
Total 62000 Facilities and Equipment	3,227.45	3,037.49	189.96
63000 Office Operations			
63010 Books, Subscriptions, Reference		8.33	-8.33
63020 Postage, Mailing Service		29.17	-29.17
63025 Printing and Copying	390.15	500.00	-109.85
63030 Supplies	31.43	83.33	-51.90
63035 Telephone, Telecommunications	347.87	350.00	-2.13
63040 IT Expense	247.70	250.00	-2.30
Total 63000 Office Operations	1,017.15	1,220.83	-203.68
64000 Other Administrative Expenses			
64015 Bank Service Charges		12.50	-12.50
64020 Credit Card Fees	558.59	625.00	-66.41
64021 QuickBooks Payments Fees	48.27		48.27
64035 Insurance, Liability, D & O		500.00	-500.00
64040 Interest Expense	59.28		59.28
64055 Memberships & Dues	149.00	50.00	99.00
Total 64000 Other Administrative Expenses	815.14	1,187.50	-372.36
65000 Payroll Expenses			
65010 Salaries, Staff	8,752.50	9,965.00	-1,212.50
65020 Salaries, Contract Employees	625.00	600.00	25.00
65030 Salaries, Wedding Coordinator	4,062.50	3,720.83	341.67
65040 Payroll Taxes	980.34	1,083.33	-102.99
65050 Payroll Processing Costs	315.45	200.00	115.45
Total 65000 Payroll Expenses	14,735.79	15,569.16	-833.37

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
Total Expenses	\$26,841.88	\$26,516.64	\$325.24
NET OPERATING INCOME	\$ -17,393.84	\$ -14,046.64	\$ -3,347.20
NET INCOME	\$ -17,393.84	\$ -14,046.64	\$ -3,347.20

Internal Revenue Service

Department of the Treasury

District
Director

Heritage Guild of Collin County Texas
509 West Howell
McKinney, TX 75069

Person to Contact
ECMF Tax Examiner
Telephone Number

214-767-1766
Refer Reply to
RM:CSB:1200 DAL
Date NOV 20 1985

EIN: 75-1602150

Gentlemen:

Our records show that Heritage Guild of Collin County Texas is exempt from Federal Income Tax under Section 501(c)(3) of the Internal Revenue Code. This exemption was granted September, 1979, and remains in full force and effect. Contributions to your organization are deductible in the manner and to the extent provided by Section 170 of the Code.

We have classified your organization as one that is not a private foundation within the meaning of Section 509(a) of the Internal Revenue Code because you are an organization as described in Section 170(b)(1)(A)(vi).

If we may be of further assistance, please contact the person whose name and telephone number are shown above.

Sincerely yours,



Tax Examiner