

Promotional and Community Event 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](#) before completing this application.
- The Grant Guidelines are available on this website or by emailing Info@McKinneyCDC.org.
- A completed application and all supporting documents are required to be submitted via this application for consideration by the MCDC board.
- **Applications must be completed in full, using this form electronically, and received by MCDC by 5 p.m. on the application deadline indicated on the [Grants page](#) of this website.**
- **If you are interested in a preliminary review of your grant request or event idea, please complete and submit the online [Letter of Inquiry](#).**

Organization Information

Name	Collin County Master Gardeners Association
Federal Tax ID Number	75-2756156
Incorporation Date	4/21/1998
Mailing Address	825 N. McDonald Street, Ste 150
City	McKinney
State	TX
Zip Code	75013
Phone Number	972-548-4233
Email Address	info@ccmgatx.org
Website	www.ccmgatx.org
Facebook	www.facebook.com/ccmgatx

Instagram *Field not completed.*

Twitter www.instagram.com/ccmgatx

LinkedIn *Field not completed.*

Please provide a detailed narrative about your organization including years established, mission, goals, scope of services, staff, successes, contribution to community, etc.

Organization Overview

The Collin County Master Gardeners Association (CCMGA), established under the Texas A&M AgriLife Extension Service, has been a cornerstone in promoting sustainable horticultural practices and environmental stewardship within Collin County. As a non-profit, tax-exempt organization, our mission focuses on educating the community on effective gardening and landscaping techniques that conserve resources and enhance ecological balance.

Mission and Goals

Our primary mission is to assist the Texas A&M AgriLife Extension Horticulture Agent in delivering research-based information to our community, promoting environmentally sound horticultural practices. Our goals are to:

- Increase community knowledge on water conservation and water quality through Earth-Kind principles of landscape management.
- Encourage the adoption of Integrated Pest Management to reduce unnecessary pesticide use.
- Provide accessible environmental education, helping community members become stewards of their natural resources.

Scope of Services

CCMGA offers extensive educational services through various formats including workshops, speaker events, and practical demonstrations at local stores, partner events and home & garden shows. Our services cater to diverse community segments, including adults, youth, seniors ensuring broad and inclusive outreach.

Staff and Volunteer Success

Our all-volunteer team consists of over 300+ trained Master Gardeners who collectively contributed nearly 33,000 hours of community service in the previous year alone. These volunteers are the backbone of our operations, driving forward

our educational and community service initiatives.

Community Contribution and Impact

Through events like The Garden Show, A Walk In The Park, the Spring and Fall Plant Sales, and various workshops held at Myers Park, we have successfully reached a wide audience, providing them with the tools and knowledge to practice sustainable gardening. Our efforts not only beautify the community but also foster a deep understanding and respect for the local environment. Additionally, our partnerships with entities like Hugs Greenhouse underscore our commitment to social inclusion, providing special needs adults with meaningful training and employment opportunities.

Request for Grant

We are seeking a grant of \$15,000 from the McKinney Community Development Corporation (MCDC) under the Promotional & Community Grants program. This funding will be exclusively used for marketing, outreach, advertising, and promotion of our scheduled events:

- The Garden Show (March 2025) - Free
- Spring Plant Sale (April 2025) - Free
- Fall Plant Sale (October 26, 2024) - Free
- Educational Workshops at Myers Park:
- Tree Workshop (Sept 7, 2024) - Tickets \$15 in-person/\$10 online
- Propagation Workshop (October 4, 2024) - \$20 in-person
- Edible Gardening 101 (Jan 2025) - Tickets \$15 in-person/\$10 online
- Tomato Workshop (Feb 2025) - Tickets \$15 in-person/\$10 online
- A Walk In The Park (June 2025) - Free

Alignment with MCDC Goals

The Collin County Master Gardeners Association (CCMGA) strategically designs its events to directly support the McKinney Community Development Corporation (MCDC)'s mission of fostering community, cultural, and economic development within McKinney. Each event is crafted to not only engage the community but also to promote McKinney as a unique destination, enhancing both the quality of life for residents and the city's appeal to visitors.

The Garden Show: The recipient of an MDCD grant four times. This highly talked about event is held at the Myers Park & Event Center. It fills a missing element to most Home & Garden shows, the Garden part. With more than half the event space for education purposes, this is more than a shopping destination. We showcase Earth-Kind® gardening principles, aligning with sustainable community educational goals. In addition to education, the other half of the event space serves as a platform for local garden-related vendors, directly supporting local business development and promoting McKinney as a hub for sustainable gardening.

Spring and Fall Plant Sales: These events are significant for CCMGA, not just for their fundraising role but also for promoting local flora that is suitable for the North Texas climate, thereby encouraging biodiversity and environmentally friendly gardening practices. The sales attract numerous visitors to McKinney, increasing local business traffic and sales tax revenue, which aligns with MDCD's goals of economic development and tourism promotion.

Workshops at Myers Park: Topics like Edible Gardening 101 (Vegetables/Herbs/Edible Flowers), Tomato Workshop, Propagation Workshop, and Tree Workshop provide practical, hands-on education in sustainable gardening—a direct response to community needs for quality-of-life improvements through enhanced green living spaces. These workshops are also instrumental in showcasing Myers Park as a learning and leisure destination, thereby promoting tourism and community engagement. These workshops are more than textbook learning but customized for the audience with pre-event surveys and interactive demos and a tour of the Myers Park gardens to see the results of our training.

A Walk In The Park: This event not only highlights the scenic beauty and facilities of Myers Park but also educates attendees on the importance of conservation and sustainable landscape management. By increasing the park's footfall, we boost local economic activity and foster a greater appreciation for McKinney's natural resources.

Each of these events is open to the public and designed to be accessible, with low or no entry fees, ensuring they are inclusive and beneficial to a broad audience. This approach

directly supports MCDC's guidelines that events funded should enhance the community's economic and cultural landscape and be open to all residents and visitors.

In conclusion, the financial support from MCDC would amplify our advertising efforts, ensuring these beneficial events reach a wider audience, thereby increasing their impact. Each event not only supports MCDC's mission by promoting McKinney but also contributes to sustainable economic growth and community well-being through educational engagement and cultural enrichment.

Organization Type	Nonprofit - 501(c) (Attach a copy of IRS Determination Letter)
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IRS Determination Letter	501c3_IRS Doc.pdf
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Noteworthy recognitions or awards in the last two years.	Texas Master Gardener Association Search for Excellence Awards Program 2022 Outstanding Association - 1st Place 2022 List of TXMG recognized awards: A Walk In The Park Event (2nd Place – Teaching Site); Pop-Up Workshop Program (2nd Place – Workshop Presentation) 2023 Outstanding Association – 2nd Place 2023 List of TXMG recognized awards: Allen Heritage Village Fairy Garden Walk (1st Place – Teaching Site); Advanced Herb Training (2nd Place-Workshop Presentation); Herb Garden Resource Guide (2nd Place Written – Recorded Education); Myers Park Vegetable Garden Research (3rd Place – Research)
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Representative & Contact Information

Representative Completing Application:

Name	Sarah Dodd
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Title	Communications Chair
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Mailing Address	1531 Grace Lane
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City	Wylie
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State	TX
Zip Code	75098
Phone Number	469-531-0887
Email Address	communications@ccmgatx.org

(Section Break)

Contact for Communications Between MCDC and Organization:

Name	Sarah Dodd
Title	Communications Chair
Mailing Address	1531 Grace Lane
City	Wylie
State	TX
Zip Code	75098
Phone Number	469-531-0887
Email Address	communications@ccmgatx.org

Project Information

Funding - Total Amount Requested	15,000
Are matching funds available?	No
Will funding be requested from any other City of McKinney entity (e.g. Visit McKinney, Arts Commission, City of McKinney Community Support Grant)?	No
Have you received or will funding be requested from other organizations /	No

foundations for this event(s)?

Has a request for funding for this Promotional / Community Event been submitted to MDCD in the past five years? Yes

Please list. 2023 and 2022

Board of Directors
President - Barron Bozeman
Vice President - Carol Davis
Program Director - Liesl Friesenhahn
Membership Director - Susan Blakey
Treasurer - Lynn Garcia
Secretary - Suzanne Stirnweiss

Leadership Staff
- A Walk In The Park: Cheryl Long & Kathy Schmid
- Communications/Social Media/PR: Sarah Dodd & Devon Rhodes
- Plant Sales (Spring And Fall): Tina Bargman, Diane Taylor, Michelle Walker & Jan Temples
- Event Management Team (Workshops): Kellye Ramsey, Fay Morgan & Liesl Friesenhahn
- The Garden Show 2024-2025: Carole Strippoli, Cheryl Long & Kathy Schmid
- Myers Park Research / Demo Gardens: Diane Sharp

Board of Directors Attachment *Field not completed.*

Leadership Staff Attachment *Field not completed.*

Promotional / Community Event Information

Information provided for promotional / community event for which you are seeking funding.

Date(s) of Event Tree Workshop (Sept 7), Propagation Workshop (Oct 4 & Possibly a second date from large interest), The Fall Plant Sale (Oct 26) – 2025 Events: Edible Gardening 101 (Jan 2025), Tomato Workshop (Feb 2025), The Garden Show (March), Spring Plant Sale (April 2025) and A Walk In The Park (June 2025) ---specific dates for 2025 not firm yet.

Ticket Prices Free : Plant Sales, The Garden Show and A Walk In The Park
Ticketed: Workshops have a ticket (\$15 for in-person/\$10 virtual; Propagation will be \$20 in-person only)

Describe the target attendee for the event(s)? The Collin County Master Gardeners Association (CCMGA) organizes a variety of events throughout the year that cater to diverse segments of the community in and around Collin County. The general target audience for these events includes:

- Gardening Enthusiasts: Individuals with an interest in gardening, whether beginners or experienced gardeners, who are looking to improve their gardening skills and knowledge about sustainable practices.
- Environmental Advocates: Those passionate about environmental conservation and sustainable living practices who want to learn more about eco-friendly gardening.
- Educational Groups: Schools, colleges, and educational organizations interested in integrating practical horticulture education into their curriculum.
- Community Members: Residents seeking to engage in community activities and learn more about local flora and gardening techniques.
- Tourists and Visitors: People visiting McKinney who are interested in the local culture and community-driven events.
- Workshops and Plant Sales (Spring and Fall Plant Sales, Tree Workshop, Edible Gardening Workshop): These are particularly tailored for homeowners and gardening enthusiasts who are directly involved in or interested in starting their own gardens. These events provide practical, hands-on experience and direct access to plants, tools, and knowledge suited for home gardening.
- A Walk In The Park and The Garden Show: These events are designed to be more family and all-age friendly, offering activities and educational opportunities that appeal to a broader audience, including children and families. They provide a fun and engaging way to learn about gardening and environmental stewardship in a more relaxed and festive environment. The Garden Show also adds local garden-related businesses to the mix.

Is this the first time for this event? No

If not, what is the history for the event (beginning in what year and how often is event held)? The Fall Plant Sale
First Started: 2019 / Held Annually

Tree Workshop

First Started: 2013 (Tree Seminar)
Held Annually since 2021

Propagation Workshop
First Started: 2023
Currently Held Annually but demand might make it more frequent

Edible Gardening 101
First Started: 2019 / Held Annually

Tomato Workshop
First Started: 2024 / Will be held annually from booming public request/interest

The Garden Show
First Started: 2011 / Held Annually

The Spring Plant Sale
First Started: 2019 / Held Annually
(The Plant Sale originally started in 2003 and was renamed and split into Spring/Fall in 2019)

How will the event showcase McKinney for tourism and / or business development?

Our events are meticulously planned to showcase McKinney as a prime destination for both tourism and business development, aligning with the McKinney Community Development Corporation (MCDC)'s mission to foster economic growth and enhance the quality of life for residents.

Tourism Attraction through Unique Horticultural Events
The Garden Show and our seasonal Plant Sales (Spring and Fall) are designed to attract a diverse audience from within and outside McKinney. These events highlight McKinney's commitment to sustainability and community engagement, drawing in visitors who are enthusiasts of gardening, sustainability, and outdoor activities. By featuring local vendors and unique plant species well-suited to the North Texas climate, these events also emphasize McKinney's role as a leader in ecological stewardship and conservation.

- The Garden Show is set in the picturesque Myers Park & Event Center, providing a scenic backdrop that underscores the beauty of McKinney. It includes educational presentations and hands-on activities that engage attendees, turning a visit

into an enriching experience that participants are likely to share with others, thereby extending McKinney's reach as a tourist destination.

- Spring and Fall Plant Sales offer unique varieties of plants, attracting gardeners and horticultural enthusiasts from across the state. These events not only highlight the local flora but also promote McKinney's garden-friendly community and support for local horticulture businesses.

Business Development through Educational Workshops
Workshops held at Myers Park, such as Edible Gardening 101, Tomato Workshop, and Tree Workshop, serve as educational platforms that attract a range of participants, from novice gardeners to experienced horticulturists. These workshops not only educate the public on sustainable practices but also demonstrate McKinney's investment in community education and lifelong learning, key qualities that attract new residents and businesses interested in a supportive and progressive community.

- Educational Workshops provide practical skills and knowledge, empowering participants to start or expand their gardening projects. This aspect of active community engagement showcases McKinney as an ideal location for businesses related to gardening, landscaping, and outdoor living products and services.

Enhancing Community Engagement and Economic Activity
A Walk In The Park is another signature event that highlights the natural beauty and extensive amenities of Myers Park. This event not only draws local residents but also visitors from neighboring areas, showcasing McKinney as a vibrant community focused on outdoor activities and family-friendly events.

- By increasing the utilization of local parks and recreational areas, we boost local economic activities as attendees often visit nearby shops, restaurants, and other services. This increased foot traffic is beneficial for local businesses and helps in developing new business opportunities.

Promotional Strategies to Amplify Impact

With the support of the MCDC grant, we plan to implement a robust marketing campaign that includes social media

advertising, local radio spots, and collaborative promotions with local businesses. These efforts will extend the reach of our events, attracting more visitors to McKinney and enhancing its profile as a tourist destination and a thriving business community.

- Marketing and Promotion efforts will focus on highlighting McKinney's unique blend of modern urban amenities and charming, community-focused living, appealing to potential tourists and business investors alike.

Expected attendance	From all events approximately 10,000 in person/ virtual estimate is 450 to 1,200 (max)
Expected number or percentage of attendees coming from outside McKinney	From our audience demographics, data from workshop attendees and from City Counters at The Garden Show: most events are averaging 75-80% outside of McKinney.
Location(s) of event(s)	Myers Park & Event Center in McKinney
Does the event support a non-profit (other than applicant)?	Yes
If yes, what organization(s) are supported?	Yes, only The Garden Show. We have a \$2 suggested door fee donation that goes to the annual charity partner. Normally a \$5,000 total each year. We also provide a steep discount on booth space for cities and non-profits who want to be vendors or in the education area, most cost \$25 for a 6x10.
What percentage of revenue will be donated(indicate net or gross)?	Only The Garden Show is applicable, 100% of the optional door donation is given to the charity partner that year, suggested amount is \$2.
Provide a detailed narrative of the event(s) including mission, goals, activities, schedule, production timeline, goals for growth / expansion, etc.	Mission: <ul style="list-style-type: none">• Spring and Fall Plant Sales: These are our primary fundraising events, crucial for supporting CCMGA's wide array of educational programs and activities. By offering a variety of plants suited for the North Texas climate, these sales not only raise funds but also promote sustainable gardening practices among homeowners and gardening enthusiasts.• Workshops: These events focus intensely on education, providing attendees with hands-on experiences and valuable

knowledge to successfully implement sustainable and effective gardening practices at home.

- **A Walk In The Park:** Designed to showcase our Earth-Kind® research gardens at Myers Park, this event highlights the practical application of the educational principles we promote. It serves as a powerful example of sustainable gardening in action, enhancing the visitor experience and attracting tourists to the county park, thereby supporting local tourism and community engagement.

- **The Garden Show:** As CCMGA's premiere educational event, The Garden Show is uniquely focused on providing garden-related information, products, and services. This event is tailored to be accessible and relevant to all audiences, featuring children's educational activities, opportunities to purchase locally appropriate plants, and booths offering research-based horticultural information. The Garden Show is a community-centric event that also supports local non-profits through contributions and partnerships.

Goals:

The overarching goal for all Collin County Master Gardeners Association (CCMGA) events is to enhance community engagement, promote sustainable gardening practices, and expand our educational impact, both locally and beyond. We aim to achieve these through specific targets across our diverse event portfolio, ensuring each event contributes meaningfully to our mission of fostering environmental stewardship and horticultural education.

- **Increase Reach:** Attract new attendees who have never participated in a CCMGA event, focusing on extending our invitation to individuals from outside Collin County to broaden our impact.

- **Enhance Experience:** Maintain a high level of satisfaction among all participants, including attendees, sponsors, vendors, and volunteers, aiming for 'satisfactory' or above in post-event surveys.

Specific Goals for Each Event Type:

- **Workshops:** educational impact and usefulness, increased attendance and repeat attendance

- **Plant Sale:** Sell out inventory, improved desirability of selection, expand audience

- **Garden Show:** 3% Attendee growth, diversify makeup, increase vendors and keep or improve their satisfaction level,

increase attendance at speaker stage by 5%.

- A Walk In The Park: Growth in attendance

Activities:

- Workshops: Feature expert-led presentations on various gardening topics, hands-on demonstrations to apply learning, interactive Q&A sessions, and distribution of educational materials. Virtual participation options are available to extend reach.
- Plant Sales: Offer a diverse array of plants, provide direct access to Master Gardeners for advice, and utilize these events to educate on sustainable practices.
- The Garden Show: Includes educational sessions, vendor interactions, and activities designed to engage families and support community charities.
- A Walk In The Park: Offers self-guided tours through diverse garden setups, with demonstrations and direct educational interactions from Master Gardeners.

Schedule:

- Workshops: Typically held on Saturdays, these include lectures and practical activities. Some are also available during weekdays to accommodate varying schedules.
- Plant Sales: Occur on Saturdays, generally from 9 AM to 1:30 PM or until all plants are sold.
- The Garden Show: Scheduled from 9 AM to 5 PM on Saturdays and 10 AM to 4 PM on Sundays, featuring continuous educational content and vendor activities.
- A Walk In The Park: Runs from 9 AM to noon on select Saturdays, featuring extensive tours and educational presentations.

Production Timeline:

Workshops

- Pre-Event: Initiate speaker discussions and task assignments. Secure sponsorships and partnerships.
 - Marketing: Begin soft launch and website updates in October. Develop and execute a detailed marketing campaign across multiple platforms.
 - Logistics: Coordinate rentals and AV needs. Finalize speaker agreements and educational content.
 - Material Production: Print necessary materials. Recruit and confirm volunteers.
 - Final Preparations: Confirm all details, including vendor and
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venue setups.

- Event Day: Oversee event operations and manage teardown.
- Feedback and Evaluation: Collect and analyze feedback through surveys. Hold a post-event debrief.

Plant Sales (Spring and Fall):

- Initial Planning: Start discussions about growing requirements 6 months prior. Finalize plant list and setup details 2 months ahead.
- Plant Ordering: Place orders for plants 10-14 days before the sale to ensure quality.
- Execution: Manage setup, day-of sales, and teardown. Provide gardening tips and assistance.
- Ongoing: Incorporate herbs grown by Master Gardeners. Continuously adapt marketing strategies based on plant availability and budget.

The Garden Show:

- Initial Planning: Begin floor layout planning and sponsorship discussions in September.
- Marketing: Finalize marketing plans and update online content in November.
- Operational Planning: Plan educational content and finalize logistical details from November to March.
- Event Execution: Setup the day before, manage the event, and perform teardown.
- Post-Event: Review event performance and plan improvements.

A Walk In The Park:

- Pre-Event: Coordinate sponsorships and update marketing materials starting in December.
- Operational Preparation: Finalize logistics in April; clean and prepare gardens through May.
- Event Day: Setup signs and manage the event, focusing on educational interaction and garden tours.
- Post-Event: Review the event and plan for future enhancements.

Specific Marketing Plans and Budget

Provide a detailed marketing plan and budget for the event(s). Plan

Print Advertising: \$8,025
(Dallas Morning News, Edible DFW Magazine, Frisco Style Magazine, Plano Magazine, Prosper/Celina Living)

should also include promotional channels (print ads including publication names, social media, radio, posters, flyers, yard signs, etc.).

Digital Advertising: \$4,400
(Community Impact email ads, Facebook/Instagram Paid Campaigns, Google Ads)

Radio Advertising: \$1,350
(KLAK or an equivalent local station, decision will depend on event & audience demo)

Promotional Products: \$1,225

Printed Materials: \$1,000
(cards, signs, flyers, banner)

Influencer Collaborations: \$1,000 (investigating this and if it isn't possible for our audience the funds will move to digital advertising)

Email Marketing - \$0 (Mailchimp)
Organic Social Post Calendar FB/IG - \$0
Community Calendars - \$0
(AARP/VisitMckinney/LocalStar/DMN etc)
Texas Master Gardener Calendar - \$0
Press Releases to media outlets for coverage
Articles in horticulture/gardening magazines - \$0
Vendor & Volunteer Self-Promo Digital Kits - \$0

Attach marketing plan *Field not completed.*

Total Promotional Budget \$17,000

What percentage of the total marketing budget does the grant represent? Grant represents 88% of the total marketing.

Marketing lessons learned from past (what worked and what did not). Optimization of Publication Choices:

- We decided to discontinue advertising in Little Elm magazine after a thorough analysis of attendee city information and engagement metrics showed it was not effectively reaching our target audience.
- Conversely, we reintroduced Edible Magazine into our marketing mix. Its focus on a gardening-savvy readership aligns perfectly with our audience. Now, instead of limiting the advertisement to just The Garden Show, we feature all our

Myers Park events to leverage their quarterly publication schedule effectively.

Refinement of Promotional Materials:

- We transitioned from using traditional paper flyers to smaller, more durable postcards. This change was driven by the higher retention rates postcards enjoy—people tend to keep them longer, which prolongs the impact of our message.
- Additionally, we hope to incorporate promotional products such as custom seeds packets and gardening tools branded with our event dates. This not only enhances retention but also serves as a constant reminder of our events, reinforcing our presence in attendees' gardening activities.

Strategic Use of Social Media:

- Our experience with social media advertising from 2023 to 2024 taught us that even a modest budget can significantly boost our brand repetition and recognition. Consistent, engaging posts have proven effective in keeping our events top-of-mind among our community.
- Holistic Promotion of Myers Park Events:
 - The post-COVID era and a constrained budget highlighted the importance of a unified promotional approach. We learned that packaging our Myers Park events—emphasizing that there's something for every type of gardener, regardless of their schedule or specific interests—broadens appeal. Whether it's attending a workshop, buying plants, or simply enjoying the beauty of the park, there's a compelling reason for everyone to visit.

Engagement through Community and Education:

- Focusing on community-driven content and educational opportunities has strengthened our connection with the audience. Offering workshops and talks at events not only draws people in but also enriches their experience, fostering a deeper relationship with our brand.

How will you measure success of your event(s) and marketing campaign? (attendance, website hits, social media indicators, etc.)

- Attendance Tracking: We will measure total attendance and compare it to our targets to assess the draw and appeal of the event. Workshops will have comprehensive pre-event survey, at-event survey and a followup survey a few months after the education event. Other events will have dedicated volunteers at the entrance to collect headcount (adults & children) and what city they live in. We are working on fine tuning a method
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to collect deeper information from these events with strolling survey groups either from our CCMGA volunteer pool or from a local college marketing research department or math department.

- Digital Metrics: Utilize tools like Google Analytics to monitor website traffic, page views, and user behavior related to event pages. We'll also track conversion rates from viewers to registrants for workshops. Like our last The Garden Show Recap report, we plan to include demographic information on our audience and attendees.
- Social Media Analytics: Evaluate engagement through likes, shares, comments, and overall reach of posts related to the event. This will help gauge the effectiveness of our content and timing. The paid ads geofencing will show how far out people are willing to come.
- Engagement at the Event: Monitor participation in specific activities and workshops to understand attendee involvement and interest levels via pre- and post-event surveys and seeing if there is any increase in attending multiple events in a year vs behavior the last two years.
- Financial Metrics: Compare actual revenues from ticket sales, sponsorships, and merchandise against the budget to evaluate the financial success of the event.

Please include examples of past marketing efforts (screen shots of ads, posters, social posts, radio text, etc.)

Images were not able to be included in this text box.

Here is a link to the pdf of our samples on our Google Drive (print, social, radio) <https://bit.ly/3yH6Y7j>

Additional details related to marketing efforts.

Comprehensive Marketing Strategy

The proposed expansion of marketing initiatives formerly focused on The Garden Show aims to include the CCMGA Educational Workshops, fundraising Plant Sales, and A Walk in the Park, enhancing community engagement and showcasing McKinney as a vibrant hub to visit, support for local residents and businesses.

Without MCDC funds, non Garden Show events have only been able to use limited paid social media, printed flyers and free channels. The additional funds will allow continuous placement of print ads seasonally and talk about multiple events coming up, expand social and digital advertising presence and awareness. The added value is putting CCMGA

in front of a more robust audience and expand community engagement, forging new partnerships with local schools, community groups, businesses and residents.

This strategic approach not only aims to promote McKinney as a dynamic and attractive community but also ensures that our diverse events cater effectively to varied community interests, enhancing the overall impact of our initiatives.

Budget	2024-25 Budget MCDL Events.pdf
What percentage of Project / Promotional / Community Event funding will be provided by the applicant?	86.05%
Are matching funds available?	No
What dollar amount and percentage of Promotional / Community Event funding will be provided by other sources such as sponsorship, registration fees, individual or corporate donations, etc.?	
Sponsorship Revenue	\$22,000
Registration Fees	\$8,000
Donations	0
Other (raffle, auction, etc.)	\$109,000
Net Revenue	\$153,990
Metrics to Evaluate Success: Outline the metrics that will be used to evaluate success of the proposed Promotional / Community Event. If funding is awarded, a final report will be required summarizing success in achieving objectives outlined for the event.	<p>After the conclusion of our Promotional / Community Event, we will evaluate its success based on specific objectives using the following metrics:</p> <ul style="list-style-type: none"> • Achievement of Objectives: Assess how well the event met its stated objectives through attendee/exhibitor/volunteer surveys and feedback forms that ask direct questions about each goal. New this year we will be attempting more collection at the Plant Sales and The Garden Show via walking poll takers. • Post-Event Surveys: Gather qualitative and quantitative feedback from attendees regarding their satisfaction with the event experience, logistics, content, and overall value.

- **Sponsor and Partner Feedback:** Collect and analyze feedback from sponsors and partners to measure their satisfaction and ROI, which will help inform future collaborations.
- **Community Impact:** Evaluate the impact on the community by analyzing participation data, media coverage, and follow-up activities. We'll look at whether the event fostered greater community engagement or awareness of the issues it highlighted.
- **Financial Performance:** Review the event's profitability or cost-effectiveness by comparing the final financial outcomes against the budget. This includes analyzing both revenues and expenses to understand the financial health of the event.

Financial Goals of Promotional / Community Event

Gross Revenue	\$153,990
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Projected Expenses	\$107,527
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Net Revenue	\$46,463
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Other Funding Sources	The Garden Show is the only event currently with sponsorships. If a new partnership with a local garden service or business matches the topic of the workshops and cultural impact of the Walk In The Park, this is subject to change.
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Financial Status of Applying Organization

- Provide an overview of the organization's financial status including the projected impact of the event(s) on the organization's 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 and attach a copy of the 990 filed with the IRS.

Budget	April 2024 YTD Actuals vs Budget.pdf
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Financial Statements	CCMGA 2022 2023 Audits.pdf
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W9	2023 1099s 1096.pdf
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IRS Determination Letter (if applicable) [501c3_IRS Doc_1.pdf](#)

990 Filed with IRS (if applicable) [COLLIN COUNTY MASTER GARDNERS ASSOCIATION_Form990-Ez2.pdf](#)

Presentation to MCDC Board of Directors

Completed applications that are eligible for consideration by MCDC will be presented to the board according to the schedule on the [Grants page](#) of this website. Presentations will be limited to five (5) minutes followed by time for Board questions. **Please be prepared to provide the information outlined below in your presentation:**

- Summary of organization and goals
- Summary of event(s) to include dates, location, ticket prices, target audience, how your event will showcase McKinney, estimated attendance from within and outside of McKinney (and past attendance, if applicable), event features / activities, how event supports your organization's mission, and non-profit beneficiary, if applicable.
- Specific marketing plans for event(s) including promotional channels to be utilized (print, radio, social media, posters, etc.) and budget for each. Please share the percentage of the total marketing budget that this grant application represents.

Acknowledgements

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

- An application is considered complete when it is submitted on time and when it contains all information in this application.
 - The 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 advertising, marketing and promotion of the Promotional / Community event described in this application.
 - MCDC will be recognized in all marketing, advertising, outreach and public relations as a funder of the Promotional / Community Event. A logo will be provided by MCDC for inclusion on all advertising, marketing and
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promotional materials. Specifics for audio messaging will be agreed upon by applicant and MCDC and included in an executed performance agreement.

- The 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 Promotional / Community Event for which funds were received.
- Applicant gives permission for the use of Board presentation images and other published event images on MCDC and City of McKinney website and social media content and print/digital publications.
- Applicant will provide a final report of the Promotional/Community Event(s) no later than 30 days following the completion of the Promotional/Community Event(s). Applicant may choose to use the online form for Final Report found [here](#) or email Final Report to info@mckinneycdc.org. If emailed, Final Report may be in any format. All Final Reports should include: narrative report on the event(s), goals and objectives achieved based on performance metrics outlined in the application, financial data (budget vs. actual expenses and revenues along with explanation for variances, amount donated to charity (if applicable), samples of marketing efforts (images of printed materials and ads, screenshots of website and online promotions), and photos and/or video of the event(s).
- 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 the Promotional/Community Event is provided to MCDC.**

(Section Break)

Applicant Electronic Signature	Selecting this option indicates your agreement with the above statement.
--------------------------------	--

Chief Executive Officer	Barron Bozeman
-------------------------	----------------

Date	5/31/2024
------	-----------

Representative Completing Application	Sarah Dodd
---------------------------------------	------------

Date	5/31/2024
------	-----------

Notes

- *Incomplete applications or those received after the deadline will not be considered.*
-

- *A final report must be provided to MCDC within 30 days of the event / completion of the Promotional / Community Event.*
 - *Final payment of funding awarded will be made upon receipt of final report.*
 - *Please use the [Final Report](#) to report your results. A [PDF version](#) is also available.*
-

Past Event Attendance

The Garden Show

2024 Event (March)

Net Income \$9,855.15

Attendance Estimate 7,500

Total Participants 7,959

27% of Attendees Live In McKinney

76% of Attendees Live In Collin County

Had \$9,000 from 2023 MCDC funds to use, \$8,944.78 were used

Spring Plant Sale (Event conducted a headcount, not resident count. Will be changed for 2025)

2024 Event (April) Shoppers - 945

2023 Event (April) Shoppers - 1067

Fall Plant Sale (Event conducted a headcount, not resident count. Will be changed for 2025)

2023 Event (October) Shoppers - 334

Walk In The Park (Event conducted a headcount, not resident count. Will be changed for 2025)

2024 Event (June) Canceled due to weather/venue conditions

2023 Event (June) Total Participants 325 + Volunteers

Workshops <--- New in 2024 to enlarge in-person seats to 100, was 30-50 and include zoom as an option

2024 Edible Gardening 101 (Jan)

In-Person Attendees -

95 tickets sold = 28% McKinney / 72% Outside McKinney

Virtual Attendees -

49 tickets sold = 19% McKinney / 81% Outside McKinney

2024 Tomato Workshop (Feb)

In-Person Attendees

100 tickets sold = 22% McKinney / 78% Outside McKinney

Virtual Attendees

68 tickets sold = 13% McKinney / 87% Outside McKinney

2023 Tree Workshop (September) - 80 Participants

(Event conducted a headcount, not resident count. Will be changed for 2024)

2023 Propagation (October) - 49 Participants

(Event conducted a headcount, not resident count. Will be changed for 2024)

FREE event - First year of event

Creative Samples

Dallas Morning News Ad



The Collin County Master Gardeners Association Presents:

THE GARDEN SHOW 2024

Sat., March 16, 10am-5pm
Sun., March 17, 11am-4pm
Myers Park & Event Center • McKinney, Texas



SCAN FOR MORE INFO

WHAT A GARDEN SHOW SHOULD BE!

- Over 70 Hand-Picked Local, Garden-Related Vendors
- Hands-On Presentations
- Speakers & Demonstrations
- Children's Activities & More!

www.ccmgatx.org/TheGardenShow



f ccmgatx.org • #ccmgatx



Thank you to our Sponsors & Partners.



GOLD LEVEL SPONSOR

Texas Pure Products

BRONZE LEVEL SPONSORS

Bio Plant Nutrient/Beyond Organic Farm
Daystar Landscapes
Hugs Greenhouse
Lavender Ridge Farms
Lush Landscape Concepts
Puckett's • Rooted In

Persons with disabilities needing accommodations for effective participation in the meeting should contact Collin County AgriLife Extension office at least a week in advance of the meeting or event to request mobility, visual, hearing or other assistance. Texas A&M AgriLife Extension is an equal opportunity employer and program provider. The Texas A&M University System, U.S. Department of Agriculture, and the County Commissioners Courts of Texas Cooperating. **PROMO: TGSDMN**

Creative Samples

Postcard






THE GARDEN SHOW 2024

Sat, March 16 10am-5pm
Sun, March 17 11am-4pm

Myers Park & Event Center • McKinney, TX
ccmgatx.org/TheGardenShow

WHAT A GARDEN SHOW SHOULD BE!

THE GARDEN SHOW 2024

March 16 & 17 • McKinney



Over 70 Hand-Picked Local, Garden-Related Vendors
 Nursery & Native Plants • Landscaping Services
 Handmade Garden Decor • Bespoke Art & Crafts
 Unique Seasonal Planters • Gardening Tools
 Artisanal Foods • Gourmet Treats
 Luxurious Bath & Body Products

2 Days Of Expert Speakers
Hands-On Presentations
Children's Activities & More!

 www.ccmgatx.org/TheGardenShow


Thank you to our 2024 event Sponsors & Partners.

GOLD LEVEL SPONSOR:
 Texas Pure Products



BRONZE LEVEL SPONSORS:
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 Daystar Landscapes • Hugs Greenhouse
 Lavender Ridge Farms
 Lush Landscape Concepts
 Puckett's • Rooted In

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Little Elm & Prosper Ad



The Collin County Master Gardeners Association Presents:

THE GARDEN SHOW 2024

Sat., March 16, 10am-5pm
Sun., March 17, 11am-4pm

The Show Barn @ Myers Park & Event Center • McKinney

WHAT A GARDEN SHOW SHOULD BE!



Over 70 Hand-Picked Local, Garden-Related Vendors
Educational & Hands-On Presentations
Speakers & Demonstrations
Children's Activities & More!

www.ccmgatx.org/TheGardenShow

Thank you to our 2024 event Sponsors & Partners.

GOLD LEVEL SPONSOR:
 Texas Pure Products



BRONZE LEVEL SPONSORS:
 Bio Plant Nutrient / Beyond Organic Farm • Daystar Landscapes
 Hugs Greenhouse • Lavender Ridge Farms
 Lush Landscape Concepts • Puckett's • Rooted In



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Creative Samples

Meta





The image shows a Facebook post from the 'Collin County Master Gardeners' page. The post features a video thumbnail for 'THE GARDEN SHOW 2024' held in McKinney, TX, on March 16 & 17. The video thumbnail includes the text 'FREE TO ATTEND' and 'MARCH 16 & 17 McKinney, TX ccmgatx.org/thegardenshow'. The post text lists benefits like 'Texas native & adaptive plants', 'Gardening products & tools', 'Landscaping & tree services', 'Proven gardening techniques', and 'Expert advice & demonstrations'. It also states 'The Garden Show has it all - plus, it's FREE TO ATTEND!' and provides dates and location: 'Sat., March 16 (10-5) & Sun., March 17 (11-4) Show Barn @ Myers Park & Event Center in McKinney'. A 'Learn more' button is visible at the bottom of the post.

KLAK Radio Spot

The Collin County Master Gardeners Association is thrilled to announce the return of The Garden Show, March 16th and 17th at Myers Park & Event Center in McKinney. It's the perfect opportunity to shop a variety of garden-related vendors, immerse yourself in informative demonstrations, attend presentations and much more.

The Garden Show by CCMGA... it's what a garden show should be!
For more details, visit CCMGATX.org/TheGardenShow. See you there, March 16 & 17.
This event is partially funded by a grant from McKinney Community Development Corporation.

 [Click here](#) for radio spot.

 [Click here](#) to watch the video commercial.
(Sound on.)

Creative Samples

TEXAS A&M AGRILIFE EXTENSION | TEXAS MASTER GARDENER

SAT June 1st
9a-noon

Rain Date: June 8

A Walk In The Park

Free Event • Open To The Public
Self-Guided Tours
Master Gardeners On Hand
Earth-Kind® Gardening Demos
Family-Friendly Event

- Annuals
- Perennials
- Vegetables
- Potager
- Pollinator
- Herbs
- Shade
- Shrubs
- Crape Myrtle
- Vineyard
- Grasses
- Greenhouse

NEW! Art Club of McKinney and the McKinney Plein Air Society artists painting in each garden!

TEXAS A&M AGRILIFE EXTENSION | TEXAS MASTER GARDENER

SAT June 1st
9a-noon

Rain Date: June 8

A Walk In The Park

www.bit.ly/WalkInThePark2024
Gardens @ Myers Park
7117 Co Rd 166, McKinney, TX 75071

Free Event!

www.bit.ly/WalkInThePark2024

facebook.com/ccmgatx

Gardens @ Myers Park

[@ccmgatx](https://instagram.com/ccmgatx)

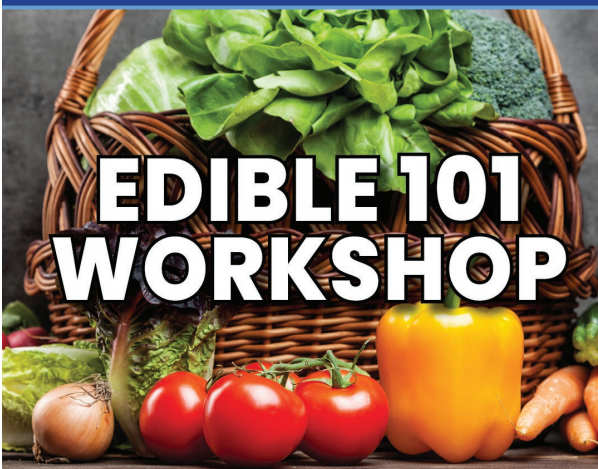
7117 Co Rd 166, McKinney, TX 75071

PARKING: Polo Field (North side of Myers Park, off CR 168)



Persons with disabilities needing accommodations for effective participation in the meeting should contact Collin County AgriLife Extension office at least a week in advance of the meeting or event to request mobility, visual, hearing or other assistance. Texas A&M AgriLife Extension is an equal opportunity employer and program provider. The Texas A&M University System, U.S. Department of Agriculture, and the County Commissioners Courts of Texas Cooperating.

In-Person & Virtual Ticket Options



This Saturday • 9am to 12:30pm

CCMGA

TICKETS ON SALE!

TOMATO WORKSHOP

SAT., FEB 24 • 9AM TO NOON

MCKINNEY, TX

Creative Samples



Annuals/Perennials • Vegetables
Spring/Summer/Fall Blooms
Herbs • Shrubs • Iris • Daylilies
Natives • Pollinators & More

2024 CCMGA Spring Plant Sale

Our Spring Plant Sale, the largest in Collin County, offers a vast selection of locally grown plants ideal for our climate, many not available in box stores. Happening rain or shine, we advise bringing a cart and arriving early to access the widest variety.

- Free Parking & No Sales Tax Charged
- Master Gardeners On-Hand For Advice

www.bit.ly/2024SpringPlantSale

*Only Service Animals Are Permitted. Please note, plant selection subject to change and based on grower availability.
Persons with disabilities needing accommodations for effective participation in the meeting should contact Collin County AgriLife Extension office at least a week in advance of the meeting or event to request mobility, visual, hearing or other assistance. Texas A&M AgriLife Extension is an equal opportunity employer and program provider. The Texas A&M University System, U.S. Department of Agriculture, and the County Commissioners Courts of Texas Cooperating.

Sat.
April 27
9 am – 1:30 pm
(or sold out)

The Show Barn @
Myers Park & Event Center
7117 Co Rd 166,
McKinney, TX 75071



#WeGrowGardeners

Presented by Collin County Master Gardeners Association

The 2023 Fall Plant Sale

Never too early to think about buying new plants! Each year our Fall Plant Sale gives local gardeners an opportunity to purchase a wide assortment of locally grown plants that are well suited to our climate. The sale is held, rain or shine. We recommend bringing a cart and arriving early for the best variety.



Perennials • Lilies • Irises • Grasses & Much More

- Free Parking
- No Sales Tax Charged
- Only Service Animals Are Permitted

Saturday
Oct. 28

9 am – 1:30 pm (or sold out)



The Show Barn @ Myers Park & Event Center
7117 Co Rd 166, McKinney, TX 75071

Persons with disabilities needing accommodations for effective participation in the meeting should contact Collin County AgriLife Extension office at least a week in advance of the meeting or event to request mobility, visual, hearing or other assistance. Texas A&M AgriLife Extension is an equal opportunity employer and program provider. The Texas A&M University System, U.S. Department of Agriculture, and the County Commissioners Courts of Texas Cooperating.

#WeGrowGardeners

ccmgatx.org/events/fall-plant-sale



Saturday, April 27

9am to 1:30pm (or sold out)
Show Barn @ Myers Park

Imagine Your New Plants Here



Largest Plant Sale
In Collin County!



FALL PLANT SALE
Oct 28 • 9am to 1:30pm



EMT Budget (Covers A Walk In The Park and All Workshops)	Expenses	Proposed Revenue	Net Income
2024 Tree Care Workshop - 100 in-person \$15 /100 virtual \$10			
Registration		2,500.00	
Square fees	137.50		
Simple Tix fees	208.00		
Speaker fees	350.00		
Advertising	150.00		
General Supplies & Materials For Demos (possible book and notebook)	2,235.00		
	<u>3,080.50</u>	<u>2,500.00</u>	<u>(580.50)</u>

2024 Propagation Workshop - \$20/tix in-person only, 50 seat capacity			
Registration		500.00	
Square fees	46.00		
Simple Tix fees	59.50		
Speaker Fees	-		
General Supplies & Materials For Demos	200.00		
	<u>305.50</u>	<u>500.00</u>	<u>\$194.50</u>

2025 Edibles 101/Vegetable Gardening - 100 in-person \$15 /100 virtual \$10			
Registration		2,500.00	
Square fees	137.50		
Simple Tix fees	208.00		
Speaker Fees	150.00		
General Supplies & Materials For Demos	200.00		
	<u>695.50</u>	<u>2,500.00</u>	<u>\$1,804.50</u>

2025 Tomato Workshop - 100 in-person \$15 /100 virtual \$10			
Registration		2,500.00	
Square fees	137.50		
Simple Tix fees	208.00		
Speaker Fees	150.00		
Tomato Plants, General Supplies & Materials For Demos	750.00		

1,245.50	2,500.00	\$1,254.50
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2025 A Walk In The Park (goal = 400)

MCDC Grant		1,200.00	
Advertising	1,200.00		
Golf Car rentals (x2)	590.00		
Signs & Maps	160.00		
Balloons	20.00		
	<u>1,970.00</u>	<u>1,200.00</u>	<u>(770.00)</u>
EMT TOTALS	<u>7,297.00</u>	<u>9,200.00</u>	<u>\$1,903.00</u>

The Garden Show

	Expenses	Proposed Revenue	Net Income
Sponsor & Vendor Fees		22000	
MCDC Grant		11,870	
Advertising	11,870.00		
Bank Expense	880.00		
EMT/First Aid/Security	3,100.00		
Golf Cart	700.00		
Education Booth Supplies	1,700.00		
Misc. Technology/Hot Spots/Boosters	1,000.00		
Pipe & Drape	8,000.00		
Signage & Printing	1,600.00		
Speakers	750.00		
Miscellaneous Supplies	1,600.00		
TGS TOTALS	<u>31,200.00</u>	<u>\$33,870</u>	<u>\$2,670.00</u>

Plant Sales

2024 Fall Plant Sale

	Expenses	Proposed Revenue	Net Income
--	----------	------------------	------------

Sales		40,000	
MCDC Grant		350	
Advertising	500		
Cost of Goods Sold	20000		
General Expenses	200		
Square Fees	1600		
FALL PLANT SALE TOTALS	22,300.00	40,350	\$18,050.00

2025 Spring Plant Sale

Sales		69,000	
MCDC Grant		1345	
Advertising	1395		
Cost of Goods Sold	30000		
General Expenses	8955		
Square Fees	2760		
SPRING PLANT SALE TOTALS	43,110.00	70,345	\$27,235.00
TOTAL PLANT SALES	65,410.00	110,695.00	45,285.00

	Expenses	Proposed Revenue	Net Income
Communications			
Advertising/Marketing			
MCDC Grant		225	
Multi-use event signage	1,000.00		
General Promotion material	500.00		
Misc promo/marketing	200.00		
	1,700.00	225.00	(1,475.00)
Vendor Software & Applications			
Mailchimp	1,600.00		
Envato Elements	220.00		
Misc subscriptions	100.00		
	1,920.00	-	(1,920.00)
COMMS TOTALS	3,620.00	225.00	(3,395.00)

	Expenses	Revenue	Net Income
EMT TOTALS with grant applied	7297	9200	1903
TGS TOTALS with grant applied	31200	33870	2670
TOTAL PLANT SALES with grant applied	65410	110695	45285
COMMS TOTALS with grant applied	3620	225	-3395
	Expenses	Revenue	Net Income
Totals for EVENTS on MCDC Grant	107,527.00	153,990.00	46,463.00

April 12, 2024 / [Responses 05/16/2024](#)

Board of Directors

Collin County Master Gardener Association

825 N. McDonald Street, Suite 150

McKinney, Texas 75069

April 8, 2024

Board of Directors

Subject: Annual Internal Audit Report for 2023

The Annual Internal Audit Committee has completed the audit of the financial records of the Collin County Master Gardener Association (CCMGA) as of December 31, 2023. These financial records are the responsibility of the CCMGA Board of Directors. Our responsibility is to express an opinion on the financial records based on this audit.

We conducted a detailed audit to obtain reasonable assurance about whether the financial records are free of material misstatements. Our committee followed the CCMGA Financial Review Procedures for the audit. We also followed the Texas Master Gardener Association recommendations for financial review of the Associations' records. We believe that this audit provides a reasonable basis for our opinion.

The Internal Audit Committee found that CCMGA's books were free from material misstatements. The committee recognizes that, under the direction of the Treasurer, the Finance Advisory Team was in place for the duration of 2023, although not active in the latter part of the year.

Detailed monthly audits were conducted during 2023. This allowed any necessary changes in reporting, noted errors, or processes and procedures to occur as they were found instead of correcting them at the end of the year. This method of resolving findings in a timely manner resulted in very few unresolved findings for 2023.

Apart from one item, all open 2022 audit findings were addressed. The open item is listed in the 2022 annual audit findings.

Recommendations from the Internal Audit Committee:

- Occasionally the monthly auditor would pose a question in the audit documentation to the Treasurer, but it is difficult to determine whether or not the auditor responded to the question. The Annual Internal Audit Committee recommends that the Treasurer document their response to questions posed on the monthly audit report and that those audit reports be available to the annual audit committee.

The monthly audit review with comments is reviewed by both the assistant treasurer and treasurer within the month of the audit. The review with treasurer's comments/response is emailed to the board as well as the auditor for final review. The auditor follows-up all issues to verify the necessary adjustments and documentation has been completed. All auditor reports with treasurer comments are also saved under each individual monthly folder / misc. folder on treasurer's one drive. The Board reviews and approves of each monthly audit along with the financials.

- The detailed monthly financial audits should continue as they address immediate issues in the financial practices of the Treasurer.

The monthly financial audits have continued with Betty Hartman and Cari Poradish conducting the monthly audits. The audit has changed in 2024 with the use of QuickBooks which has a formal bank reconciliation as well as the capability of inputting the budget into the QB system. Also, all documentation is now stored on-line to the treasure's One-Drive. In addition, all unusual items are listed as part of the financial documentation stated as treasure's notes. This along with the board approval of both the financial statements and the audit findings fulfills CCMGA insurance requirement.

Respectfully submitted,

Eddie Fife

Kim Schultz

Keith Andre

CCMGA 2023 Annual Internal Audit Team

CCMGA Audit Team Findings from the 2023 Audit

3/21/24 Draft

Item #	Date	Type	Vendor	Amt	Comments	Additional Comments / Resolutions
1	6/9/23	Ck Request	Barron Bozeman	\$60.93	Check request payable to Barron Bozeman was requested by Katherine Schmidt and approved by Kellye Ramsey. Barron Bozeman's signature as requestor is missing.	
2	6/19/23	Ck Request	Jaime Bretsmann	\$19.00	Check request payable to Jaime Bretzman was requested by Cheryl Long and approved by Kellye Ramsey. Jaime Bretzman signature as requestor is missing.	

TAX RETURN						
Item #	Date	Type	Vendor	Amt	Comments	Additional Comments / Resolutions
1		990 EZ				
2		990 EZ				

2022 Annual Audit Findings Unresolved

1	9/30/22	Ck Request	Hugs Greenhouse	\$3,189.00	No approval signature on the Check Request. Response from Auditor was that Barron Bozeman would sign the check request and return 6/13 or 6/14, but original check request is still not signed.	Obtain approval signature on the original check request.
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CCMGA Audit Team Findings from the 2023 Audit

3/21/24 Draft

5/16/24

Item #	Date	Type	Vendor	Amt	Comments	Additional Comments / Resolutions
1	6/9/23	Ck Request	Barron Bozeman	\$60.93	Check request payable to Barron Bozeman was requested by Katherine Schmidt and approved by Kellye Ramsey. Barron Bozeman's signature as requestor is missing.	The proper signatures have now been obtained. The treasurer recommends if you are not party to the project no board member for CCMGA purchase on behalf of a project lead.
2	6/19/23	Ck Request	Jaime Bretsmann	\$19.00	Check request payable to Jaime Bretzman was requested by Cheryl Long and approved by Kellye Ramsey. Jaime Bretzman signature as requestor is missing.	Unfortunately, Jaime Brretsman is no longer a member of CCMGA. The treasurer believes the dollar amount which is less than \$25 is immaterial and will not be asking this requester to sign the requested documentation. The treasurer considers this audit point closed due to the status of this member and the immateriality

TAX RETURN					Keith pointed out Revenue should be split between lines 1,2,& 3.	Revenue was corrected on the return for 2023 allocating to the proper line items. The issue was also discussed with the regional treasurers. Advise was also given to not amend the early returns because in total revenue is correctly stated.
					Keith also pointed it out the name "Gardners" was misspelled	This is a misspelling vs a change in the name of the organization - The tax system would not let me correct this- I will need to ask the IRS how to handle the misspelled name. This item reamins open.

2022 Annual Audit Findings Unresolved

1	9/30/22	Ck Request	Hugs Greenhouse	\$3,189.00	No approval signature on the Check Request. Response from Auditor was that Barron Bozeman would sign the check request and return 6/13 or 6/14, but original check request is still not signed.	The Treasurer agrees this signature needs to be obtained. The 2022 documents are located in the Public Storage unit and the document will need to be pulled from storage to obtain the proper signatures. The audit team will be emailed with copy upon completion.
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Board of Directors

Collin County Master Gardener Association

825 N. McDonald Street, Suite 150

McKinney, Texas 75069

May 31, 2023

Board of Directors

Subject: Internal Audit Report for 2022

The Internal Audit Committee has completed the audit of the financial records of the Collin County Master Gardener Association (CCMGA) as of December 31, 2022. These financial records are the responsibility of the CCMGA Board of Directors. Our responsibility is to express an opinion on the financial records based on this audit.

We conducted a detailed audit to obtain reasonable assurance about whether the financial records are free of material misstatements. Our committee followed the CCMGA Financial Review Procedures for the audit. We also followed the Texas Master Gardener Association recommendations for financial review of the Associations' records. We believe that this audit provides a reasonable basis for our opinion.

The Internal Audit Committee found that CCMGA's books were free from material misstatements. The committee recognizes that, under the direction of the Treasurer, the Finance Advisory Team was in place for the duration of 2022. The team addressed a critical 2021 Audit recommendation to develop, gain Board approval, and implement financial procedures that were based on GAAP accounting rules. Although there is still work to be done in this area, significant progress was demonstrated.

Detailed monthly audits were conducted during 2022. This allowed any necessary changes in reporting, noted errors, or processes and procedures to occur as they were found instead of correcting them at the end of the year.

Apart from one item, all open 2021 audit findings were addressed. The open item is listed in the 2022 audit findings.

As a result of the new financial processes and procedures, and the detailed monthly audits, the committee also recognizes that there were significantly fewer audit findings and issues in 2022 when compared to 2021.

Recommendations from the Internal Audit Committee:

- Most of the audit findings in 2022 relate to the adoption rate of the new policies and procedures by the CCMGA membership, and the Board's approach in supporting the financial procedures in a consistent manner. The Internal Audit Committee recommends that the Board consistently support those policies and procedures that they have already approved for use by the CCMGA membership. Financial policies and procedures noted in the audit findings should be brought forward for review by the Treasurer and any changes submitted for Board approval. Until this occurs, all Board approved procedures should stand. This recommendation applies to the 2022 Audit as well as any future issues related to financial policies and procedures.
- The Internal Audit Committee also recommends that the development of financial policies and procedures continues for CCMGA, with prioritization as determined by the Treasurer.
- The detailed monthly financial audits should continue.

Respectfully submitted,

Patty Felan

Betty Hartman

Jan Lain

Kim Schultz

CCMGA 2022 Internal Audit Team

CCMGA Audit Team Findings from the 2022 Audit

updated 4/29/23

Item #	Date	Type	Vendor	Amt	Comments	Additional Comments / Resolutions
1	1/19/22	Check Request	Linda Russell	\$54.64	Check request was reimbursed for amount of \$54.64 which included \$0.44 sales tax. Per the Jan audit findings, this was noted as an error and the sales tax was reimbursed to CCMGA in a later month.	See overall recommendation for Sales Tax Policy and Implementation
2	1/28/22	PO	Dropbox	\$212.13	Annual charge of \$212.13 includes \$13.13 in sales tax. No note whether Dropbox was contacted re tax exemption.	
3	2/23/22	Sales Tax	Calloways	\$93.62	Barbara Lowrance purchased plants at Calloways and used a \$10 off coupon which is reflected in the total. There was some question about the additional \$.74 sales tax refund. Treasurer noted she would follow up with Barbara since it appears it might be an error in Calloway's accounting software. No resolution noted, but the \$.74 is immaterial to this audit.	See overall recommendation for Sales Tax Policy and Implementation
4	3/4/22	Check Request	Carol Davis	\$170.73	Check Request from Carol Davis \$170.73. \$132.37 says to replace defective/missing items, but no receipt or explanation.	More explanation and/or documentation is needed for this transaction.
5	4/12/22	Check Request	Cathy Westmoreland	\$441.94	Sales tax was re-imbursed to the requestor., per approval from the President. CCMGA has a Board approved policy that we will not cover sales tax unless a discount greater than the sales tax can be applied. CCMGA needs to be consistent in their treatment of Board approved policies.	See overall recommendation for Sales Tax Policy and Implementation
6	4/16/22	Check Request	Sharon Russell	\$2.86	Same as above	See overall recommendation for Sales Tax Policy and Implementation
7	6/14/22	Sales Tax	Webstaurant Store	\$84.44	Check Request Pay to Webstaurant Store for \$84.44. Tax paid of \$5.14.	See overall recommendation for Sales Tax Policy and Implementation
8	9/30/22	Check Request	Hugs Greenhouse	\$3,189.00	No approval signature on the Check Request	Obtain second signature
9	11/15/22 & 11/18/22	Check Request	Michelle Connally	\$14.98	Audit Note: Two check requests received in Nov. via different people but for same purpose.and amount. Michelle was asked to return one of the checks, but it had not yet been received and neither check cleared in Dec. (Stop payment fee exceeded check amount)	Follow up with Jan. 2023 audit to see if resolved.

TAX RETURN						
Item #	Date	Type	Vendor	Amt	Comments	Additional Comments / Resolutions
1		990 EZ			Line K form of Organization: Corporation was checked rather than Association. Is CCMGA a corporation despite name?	Didn't have a copy of the 2021 return for comparison. Looked at numbers only, not Tax ID no , phone numbers or addresses
2		990 EZ			Part 1, Revenues & Expenses: Revenue numbers and all Total numbers agree with those of Quicken YE spreadsheet. Not certain which expenses were included in the subtotals shown on Line 15 &16.	
3		990 EZ			Part 1, Net Assets. Lines 19, 22, 25, &27: Beginning of year (which must agree with EOY 2021) was shown as \$104,305. Per Chase statement from Jan 2022, the number should be \$104,205	
4		990 EZ			Part 3 & Schedule O; Expense subtotals are shown for major programs. In some cases, the numbers line up exactly with Quicken Expense totals. In other cases, its more difficult to determine which expenses were included in the sub-total. Main point is that the total of Schedule O expense items is equal to the number shown on Line 16 as required.	
5		990 EZ			Schedule A, Part 3: Was not able to confirm numbers for 2018 -2021. 2022 numbers agree with Quicken numbers. Noted that Sec B, Line 10a shows -0- in interest for eVery year including 2022. Actual for 2022 is \$5, as was shown on EZ page 1, but assuming de minimus apples here.	
6		990 EZ			Schedule A, Part 3, Section C: Line 15 Public Support % is correctly noted as 100% for 2022. Number shown for 2021 on Line 16 is 0%, but should be 100% as well if numbers shown for 2021 are correct.	

Collin County Master Gardener Association
Budget vs. Actuals: Budget_FY24_P&L - FY24 P&L
 April YTD 2024

	Total			
	Actual	Budget	over Budget	% of Budget
Revenue				
Annual Luncheon Income	-	6,000.00	(6,000.00)	0.00%
Event Management Income	3,980.00	8,000.00	(4,020.00)	49.75%
Executive Board Income	40.00	-	40.00	
Fundraising Income	-	-	-	
Bulb Sales	-	8,000.00	(8,000.00)	0.00%
Fall Plant Sales	-	40,000.00	(40,000.00)	0.00%
Spring Plant Sales	58,494.00	69,000.00	(10,506.00)	84.77%
Total Fundraising Income	58,494.00	117,000.00	(58,506.00)	49.99%
General Donations	-	-	-	
General Donation Income	1,151.00	-	1,151.00	
Total General Donations	1,151.00	-	1,151.00	
Inerest Income	1,406.01	4,320.00	(2,913.99)	32.55%
Member Dues	-	-	-	
Member Dues Income	3,995.00	15,560.00	(11,565.00)	25.67%
Square Fees	(147.32)	-	(147.32)	
Total Member Dues	3,847.68	15,560.00	(11,712.32)	24.73%
MG Online Store Income	2,666.50	5,600.00	(2,933.50)	47.62%
MG Training Class Income	-	12,500.00	(12,500.00)	0.00%
Myers Park Income	-	-	-	
NPSOT Grant Income	600.00	-	600.00	
Total Myers Park Income	600.00	-	600.00	
Social Committee Income	3,566.00	3,820.00	(254.00)	93.35%
Speakers Bureau Income	400.00	-	400.00	
The Garden Show Income	-	-	-	
Booth Income	17,112.43	19,500.00	(2,387.57)	87.76%
Deposits	1,000.00	-	1,000.00	
Discounts	(2,430.00)	-	(2,430.00)	
Early Bird Rebate	(22.50)	-	(22.50)	
MCDC Grant	-	9,000.00	(9,000.00)	0.00%
Other Income	399.75	-	399.75	
Total The Garden Show Income	16,059.68	28,500.00	(12,440.32)	56.35%
Total Revenue	92,210.87	201,300.00	(109,089.13)	45.81%
Gross Profit	92,210.87	201,300.00	(109,089.13)	45.81%
Expenditures				
Allen Heritage Village	181.57	1,630.00	(1,448.43)	11.14%
Allen Library	31.28	1,100.00	(1,068.72)	2.84%
Annual Luncheon Expense	-	-	-	
General Expenses	-	6,560.00	(6,560.00)	0.00%
Square Fees	-	240.00	(240.00)	0.00%
Total Annual Luncheon Expense	-	6,800.00	(6,800.00)	0.00%

Ask The Master Gardener	918.05	1,690.00	(771.95)	54.32%
Caldwell Elementary School	411.43	2,080.00	(1,668.57)	19.78%
Communications Expense	-	-	-	
General Expenses	620.30	1,920.00	(1,299.70)	32.31%
Software	394.40	1,700.00	(1,305.60)	23.20%
Total Communications Expense	1,014.70	3,620.00	(2,605.30)	28.03%
Event Management Expense	-	-	-	
Advertising	-	150.00	(150.00)	0.00%
General Expenses	843.64	4,005.00	(3,161.36)	21.06%
Simple Tix Fees	318.13	683.50	(365.37)	46.54%
Speaker Fees	150.00	500.00	(350.00)	30.00%
Square Fees	197.43	429.05	(231.62)	46.02%
Total Event Management Expense	1,509.20	5,767.55	(4,258.35)	26.17%
Executive Board	203.66	4,000.00	(3,796.34)	5.09%
Byron Nelson	338.53	-	338.53	
Public Storage Rent	552.00	-	552.00	
Total Executive Board	1,094.19	4,000.00	(2,905.81)	27.35%
Fundraising Expenses	-	-	-	
Bulb Sales	-	-	-	
Advertising	-	100.00	(100.00)	0.00%
Cost of Goods Sold	-	4,200.00	(4,200.00)	0.00%
General Expenses	-	250.00	(250.00)	0.00%
Square fees	-	390.00	(390.00)	0.00%
Total Bulb Sales	-	4,940.00	(4,940.00)	0.00%
Fall Plant Sale	-	-	-	
Advertising	-	500.00	(500.00)	0.00%
Cost of Goods Sold	-	20,000.00	(20,000.00)	0.00%
General Expense	-	200.00	(200.00)	0.00%
Square Fees	-	1,600.00	(1,600.00)	0.00%
Total Fall Plant Sale	-	22,300.00	(22,300.00)	0.00%
Public Storage Rent	431.00	-	431.00	
Spring Plant Sales	-	-	-	
Advertising	50.00	750.00	(700.00)	6.67%
Cost of Goods Sold	14,760.00	30,000.00	(15,240.00)	49.20%
General Expense	579.96	8,955.00	(8,375.04)	6.48%
Square Fees	1,438.19	2,760.00	(1,321.81)	52.11%
Total Spring Plant Sales	16,828.15	42,465.00	(25,636.85)	39.63%
Total Fundraising Expenses	17,259.15	69,705.00	(52,445.85)	24.76%
Heritage Farmstead Kitchen Garden	26.97	2,045.00	(2,018.03)	1.32%
Heritage Farmstead Parlor Garden	624.96	1,175.00	(550.04)	53.19%
Horticulture Therapy	287.08	1,080.00	(792.92)	26.58%
Hospitality Expense	-	5,745.00	(5,745.00)	0.00%
Event Management Hospitality	392.06	-	392.06	
Executive Board Hospitality	80.72	-	80.72	
Fundraising Committee	-	-	-	
Hospitality	566.28	-	566.28	
Garden Show Hospitality	896.16	-	896.16	
General Meeting Hospitality	167.24	-	167.24	

Total Hospitality Expense	2,102.46	5,745.00	(3,642.54)	36.60%
Liability Insurance	967.09	1,000.00	(32.91)	96.71%
Membership Director Expense	676.69	-	676.69	
General Expenses	1,727.26	4,833.00	(3,105.74)	35.74%
Square Fees	4.09	-	4.09	
Total Membership Director Expense	2,408.04	4,833.00	(2,424.96)	49.82%
MG Online Store	-	-	-	
General Expense	-	125.00	(125.00)	0.00%
Merchandise	3,501.13	4,000.00	(498.87)	87.53%
Software	240.00	-	240.00	
Square Fees	117.42	225.00	(107.58)	52.19%
Total MG Online Store	3,858.55	4,350.00	(491.45)	88.70%
MG Training Class Expense	-	-	-	
General Expenses	1,166.19	9,800.00	(8,633.81)	11.90%
Speaker Fees	-	650.00	(650.00)	0.00%
Square Fees	-	250.00	(250.00)	0.00%
Total MG Training Class Expense	1,166.19	10,700.00	(9,533.81)	10.90%
Myers Park Expense	-	-	-	
Annuals	-	1,355.00	(1,355.00)	0.00%
Crape Myrtles	-	95.00	(95.00)	0.00%
Demonstration Gardens	1,320.52	1,250.00	70.52	105.64%
Environmental Services	-	1,000.00	(1,000.00)	0.00%
Herb Garden	-	810.00	(810.00)	0.00%
Irrigation	488.21	1,800.00	(1,311.79)	27.12%
Monarch Way Station-Butterfly Garden	-	525.00	(525.00)	0.00%
Other Myers Park Expenses	-	790.00	(790.00)	0.00%
Perennials	136.67	475.00	(338.33)	28.77%
Potager	198.17	1,650.00	(1,451.83)	12.01%
Shade	265.99	1,070.00	(804.01)	24.86%
Shrubs & Grasses	-	550.00	(550.00)	0.00%
Vegetable	614.41	1,200.00	(585.59)	51.20%
Vineyard	-	415.00	(415.00)	0.00%
Total Myers Park Expense	3,023.97	12,985.00	(9,961.03)	23.29%
President	115.00	1,000.00	(885.00)	11.50%
Program Director	-	-	-	
General Expenses	-	950.00	(950.00)	0.00%
Speaker Fees	-	500.00	(500.00)	0.00%
Total Program Director	-	1,450.00	(1,450.00)	0.00%
Prosper Gardens	1,104.03	2,300.00	(1,195.97)	48.00%
Scholarships	5,000.00	12,500.00	(7,500.00)	40.00%
Social Committee Expenses	-	-	-	
General Expenses	2,371.29	5,000.00	(2,628.71)	47.43%
Square Fees	187.53	-	187.53	
Total Social Committee Expenses	2,558.82	5,000.00	(2,441.18)	51.18%
Speakers Bureau Expense	-	-	-	
Speaker Fees	-	2,000.00	(2,000.00)	0.00%
Supplies & Materials	-	50.00	(50.00)	0.00%

Total Speakers Bureau Expense	-	2,050.00	(2,050.00)	0.00%
Technology Expense	-	-	-	
General Expense	847.19	5,425.00	(4,577.81)	15.62%
Public Storage Rent	168.00	-	168.00	
Software	1,702.70	3,475.00	(1,772.30)	49.00%
Total Technology Expense	2,717.89	8,900.00	(6,182.11)	30.54%
Texas Master Gardener Dues	1,490.00	1,945.00	(455.00)	76.61%
Texas Sales Tax	424.87	-	424.87	
The Garden Show	-	-	-	
Advertising	331.30	1,125.00	(793.70)	29.45%
Golf Cart Rental	365.00	-	365.00	
MCDC Grant	8,944.78	9,000.00	(55.22)	99.39%
Other Expenses	727.46	3,325.00	(2,597.54)	21.88%
Pipe and Drape	7,060.00	7,000.00	60.00	100.86%
Security	1,600.00	1,600.00	-	100.00%
Speaker Fees	400.00	750.00	(350.00)	53.33%
Square Fees	448.64	750.00	(301.36)	59.82%
Volunteers	1,310.69	1,125.00	185.69	116.51%
Total The Garden Show	21,187.87	24,675.00	(3,487.13)	85.87%
Treasurer	-	-	-	
General Expenses	80.00	350.00	(270.00)	22.86%
Software	573.52	1,720.00	(1,146.48)	33.34%
Total Treasurer	653.52	2,070.00	(1,416.48)	31.57%
Youth Education Expense	65.00	-	65.00	
Total Expenditures	72,201.88	202,195.55	(129,993.67)	35.71%
Net Operating Revenue	20,008.99	(895.55)	20,904.54	-2234.27%
Net Revenue	20,008.99	(895.55)	20,904.54	-2234.27%

Monday, May 06, 2024 04:51:53 PM GMT-7 - Cash Basis

1096 Control Totals	Facsimile Annual Summary and Transmittal of U.S. Information Returns	2023
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<small>FILER'S name</small> Collin County Master Gardeners <small>Street address (including room or suite number)</small> 825 North McDonald St Suite 150 <small>City or town, state or province, country, and ZIP or foreign postal code</small> McKinney, TX 75069					Order # 1064664 Order Date 02/22/2024 IRS Confirmation #					
<small>Name of person to contact</small> Cacey Maich			<small>Telephone number</small> (469) 742-0283							
<small>Email address</small> john@mckinneytax.com			<small>Fax number</small>							
<small>1 Employer identification number</small> 75-2756516		<small>2 Social security number</small>		<small>3 Total number of forms</small> 3		<small>4 Federal income tax withheld</small> \$ 0.00		<small>5 Total amount reported with this Form 1096</small> \$ 2000.00		

6 Enter an "X" in only one box below to indicate the type of form being filed.											7 Form 1099-MISC with NEC in box 7, check <input type="checkbox"/>					
W-2G 32	1097-BTC 50	1098 81	1098-C 78	1098-E 84	1098-F 03	1098-Q 74	1098-T 83	1099-A 80	1099-B 79	1099-C 85	1099-CAP 73	1099-DIV 91	1099-G 86	1099-INT 92	1099-K 10	1099-LS 16
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1099-LTC 93	1099-MISC 95	1099-NEC 71	1099-OID 96	1099-PATR 97	1099-Q 31	1099-QA 1A	1099-R 98	1099-S 75	1099-SA 94	1099-SB 43	3921 25	3922 26	5498 28	5498-ESA 72	5498-QA 2A	5498-SA 27
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

****DO NOT FILE THIS WITH THE IRS****

These Control Totals are presented in a 1096 format for your convenience so that you can track either:

- Filed or In Process Orders** - Control Totals for the Order are broken down with one page for each Filer/Form Type combination. In the upper right of each page under the tax year you will see the Order #, the Order Date, and either the IRS/SSA confirmation Number or "In Process" meaning that the data has been or is slated to be filed electronically with the IRS/SSA but we are waiting for the IRS/SSA response followed by notes if any regarding the filing.

OR

- WIP** - Control Totals for forms in your cart but not paid for yet is WIP (Work in Progress). In this case in the upper right under the tax year, you will see "WIP", the form type and a date/timestamp for every form type & filer in your WIP. You will also see a "DRAFT" watermark to let you know this is not a finalized report for this filing as it has not been purchased and placed in your cart yet.

CORRECTED (if checked)

PAYER'S name, street address, city or town, state or province, country, ZIP or foreign postal code, and telephone no. Collin County Master Gardeners 825 North McDonald St Suite 150 McKinney, TX 75069 (469) 742-0283		OMB No. 1545-0116
		Form 1099-NEC (Rev. January 2022)
		For calendar year 20 <u>23</u>

Nonemployee Compensation

PAYER'S TIN 75-2756516	RECIPIENT'S TIN XXX-XX-0198	1 Nonemployee compensation \$ 700.00	Copy B For Recipient This is important tax information and is being furnished to the IRS. If you are required to file a return, a negligence penalty or other sanction may be imposed on you if this income is taxable and the IRS determines that it has not been reported.
RECIPIENT'S name Barbara Morman		2 Payer made direct sales totaling \$5,000 or more of consumer products to recipient for resale <input type="checkbox"/>	
Street address (including apt. no.) 106 Judah Circle		3 	
City or town, state or province, country, and ZIP or foreign postal code Trenton, TX 75490		4 Federal income tax withheld \$	
Account number (see instructions) AutoID - 94906A		5 State tax withheld \$	
		6 State/Payer's state no.	7 State income \$

CORRECTED (if checked)

PAYER'S name, street address, city or town, state or province, country, ZIP or foreign postal code, and telephone no. Collin County Master Gardeners 825 North McDonald St Suite 150 McKinney, TX 75069 (469) 742-0283		OMB No. 1545-0116
		Form 1099-NEC (Rev. January 2022)
		For calendar year 20 <u>23</u>

Nonemployee Compensation

PAYER'S TIN 75-2756516	RECIPIENT'S TIN XXX-XX-4869	1 Nonemployee compensation \$ 600.00	Copy B For Recipient This is important tax information and is being furnished to the IRS. If you are required to file a return, a negligence penalty or other sanction may be imposed on you if this income is taxable and the IRS determines that it has not been reported.
RECIPIENT'S name Marlanne Wilburn		2 Payer made direct sales totaling \$5,000 or more of consumer products to recipient for resale <input type="checkbox"/>	
Street address (including apt. no.) 11291 Dutchman Creek Road		3 	
City or town, state or province, country, and ZIP or foreign postal code Lovettsville, VA 20180		4 Federal income tax withheld \$	
Account number (see instructions) AutoID - B02638		5 State tax withheld \$ 6 State/Payer's state no.	
		7 State income \$	

CORRECTED (if checked)

PAYER'S name, street address, city or town, state or province, country, ZIP or foreign postal code, and telephone no. Collin County Master Gardeners 825 North McDonald St Suite 150 McKinney, TX 75069 (469) 742-0283		OMB No. 1545-0116
		Form 1099-NEC (Rev. January 2022)
		For calendar year 20 <u>23</u>

Nonemployee Compensation

PAYER'S TIN 75-2756516	RECIPIENT'S TIN XXX-XX-0198	1 Nonemployee compensation \$ 700.00	Copy B For Recipient This is important tax information and is being furnished to the IRS. If you are required to file a return, a negligence penalty or other sanction may be imposed on you if this income is taxable and the IRS determines that it has not been reported.
RECIPIENT'S name Teresa Smith		2 Payer made direct sales totaling \$5,000 or more of consumer products to recipient for resale <input type="checkbox"/>	
Street address (including apt. no.) 494 White Oak Circle		3 	
City or town, state or province, country, and ZIP or foreign postal code Anna, TX 75409		4 Federal income tax withheld \$	
Account number (see instructions) AutoID - 7A741D		5 State tax withheld \$ 6 State/Payer's state no.	
		7 State income \$	

Return of Organization Exempt From Income Tax

2023

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

Do not enter social security numbers on this form, as it may be made public.

Go to www.irs.gov/Form990EZ for instructions and the latest information

Department of the Treasury Internal Revenue Service

Open to Public Inspection

A For the 2023 calendar year, or tax year beginning January 01, 2023, and ending December 31, 2023

B Check if applicable: [] Address change [] Name change [] Initial return [] Final return/terminated [] Amended return [] Application pending
C Name of organization: COLLIN COUNTY MASTER GARDNERS ASSOCIATION
D Employer identification number: 75-2756156
E Telephone number: (972) 548-4233
F Group Exemption Number

G Accounting Method: [x] Cash [] Accrual Other (specify):

I Website: ccmgatx.org

H Check [] if the organization is not required to attach Schedule B (Form 990).

J Tax-exempt status (check only one) - [x] 501(c)(3) [] 501(c)(0) [] 4947(a)(1) or [] 527

K Form of organization: [] Corporation [] Trust [x] Association [] Other

L Add lines 5b, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, column (B)) are \$500,000 or more, file Form 990 instead of Form 990-EZ \$ 177,425

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (see the instructions for Part I)

Check if the organization used Schedule O to respond to any question in this Part I [x]

Table with 3 columns: Description, Line Number, Amount. Rows include Revenue (1-9), Expenses (10-17), and Net Assets (18-21). Total revenue: 132,645; Total expenses: 108,880; Net assets at end of year: 163,163.

Part II Balance Sheets (see the instructions for Part II)

Check if the organization used Schedule O to respond to any question in this Part II

	(A) Beginning of year	(B) End of year
22 Cash, savings, and investments	139,398	163,163
23 Land and buildings	0	0
24 Other assets (describe in Schedule O)		
25 Total assets	139,398	163,163
26 Total liabilities (describe in Schedule O)		
27 Net assets or fund balances (line 27 of column (B) must agree with line 21)	139,398	163,163

Part III Statement of Program Service Accomplishments (see the instructions for Part III)

Check if the organization used Schedule O to respond to any question in this Part III

What is the organization's primary exempt purpose? See Schedule O

Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title.

Expenses
(Required for section 501(c)(3) and 501(c)(4) organizations; optional for others.)

28 Research, Demonstration, School, Community Gardens (Grants \$) If this amount includes foreign grants, check here <input type="checkbox"/>	28a	25,759
29 The Garden Show (Grants \$ 8,876) If this amount includes foreign grants, check here <input type="checkbox"/>	29a	9,631
30 Master Gardener Training Class (Grants \$) If this amount includes foreign grants, check here <input type="checkbox"/>	30a	7,946
31 Other program services (describe in Schedule O) (Grants \$ 0) If this amount includes foreign grants, check here <input type="checkbox"/>	31a	42921
32 Total program service expenses (add lines 28a through 31a)	32	86,257

Part IV List of Officers, Directors, Trustees, and Key Employees (list each one even if not compensated—see the instructions for Part IV)

Check if the organization used Schedule O to respond to any question in this Part IV.

(a) Name and title	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC/1099-NEC) (if not paid, enter -0-)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation
Barron Bozeman President	1	0	0	0
Carol Davis Vice President	1	0	0	0
Joyce Warren Program Director	0	0	0	0
Carole Strippoli Membership Director	0	0	0	0
Susan Blakey Administration Director	1	0	0	0
Lynn Wickman Garcia Treasurer	9	0	0	0
Suzanne Powell Secretary	4	0	0	0

Part V Other Information (Note the Schedule A and personal benefit contract statement requirements in the instructions for Part V.)

Check if the organization used Schedule O to respond to any question in this Part V

Table with columns for question number, question text, and Yes/No checkboxes. Includes questions 33 through 40e regarding organizational activities, financials, and tax shelter transactions.

41 List the states with which a copy of this return is filed:
42a The organization's books are in care of: Collin County Master Gardeners Association, Telephone no (792) 548-4233, Located at: 825 N MCDONALD ST STE 150, MCKINNEY, TX, ZIP + 4 75069-2175

Table with columns for question number, question text, and Yes/No checkboxes. Includes questions 42b and 42c regarding foreign financial accounts and offices.

43 Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041 - Check here and enter the amount of tax-exempt interest received or accrued during the tax year 43

Table with columns for question number, question text, and Yes/No checkboxes. Includes questions 44a through 45b regarding donor advised funds, hospital facilities, and controlled entities.

	Yes	No
46 Did the organization engage, directly or indirectly, in political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Part VI Section 501(c)(3) Organizations Only

All section 501(c)(3) organizations must answer questions 47–49b and 52, and complete the tables for lines 50 and 51

Check if the organization used Schedule O to respond to any question in this Part VI

	Yes	No
47 Did the organization engage in lobbying activities or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II	<input type="checkbox"/>	<input checked="" type="checkbox"/>
48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E	<input type="checkbox"/>	<input checked="" type="checkbox"/>
49a Did the organization make any transfers to an exempt non-charitable related organization?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b If "Yes," was the related organization a section 527 organization?	<input type="checkbox"/>	<input type="checkbox"/>

50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees, and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and title of each employee	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC/1099-NEC)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation
None				

f Total number of other employees paid over \$100,000 0

51 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and business address of each independent contractor	(b) Type of service	(c) compensation
None		

d Total number of other independent contractors each receiving over \$100,000 0

52 Did the organization complete Schedule A? Note: All section 501(c)(3) organizations must attach a completed Schedule A Yes No

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here	Signature of officer Lynn Wickman Garcia Treasurer, CCMGA		Date 05/06/2024		
	Type or print name and title				
Paid Preparer Use Only	Print/Type preparer's name	Preparer's signature	Date	Check if <input type="checkbox"/> self-employed	PTIN
	Firm's name		Firm's EIN		
	Firm's address		Phone no		

May the IRS discuss this return with the preparer shown above? See instructions Yes No

Public Charity Status and Public Support

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust
Attach to Form 990 or Form 990-PF.
Go to www.irs.gov/Form990 for the latest information.

Open to Public
Inspection

Name of the organization
COLLIN COUNTY MASTER GARDNERS ASSOCIATION

Employer identification number
75-2756156

Part I Reason for Public Charity Status. (All organizations must complete this part.) See instructions

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1 A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i).**
- 2 A school described in **section 170(b)(1)(A)(ii).** (Attach Schedule E (Form 990).)
- 3 A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii).**
- 4 A medical research organization operated in conjunction with a hospital described in section 170(b)(1)(A)(iii). Enter the hospital's name, city, and state:
- 5 An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv).** (Complete Part II.)
- 6 A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v).**
- 7 An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 8 A community trust described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 9 An agricultural research organization described in section 170(b)(1)(A)(ix) operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university:
- 10 An organization that normally receives (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions, subject to certain exceptions; and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2).** (Complete Part III.)
- 11 An organization organized and operated exclusively to test for public safety. See **section 509(a)(4).**
- 12 An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2).** See **section 509(a)(3).** Check the box on lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
 - a **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
 - b **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
 - c **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
 - d **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
 - e Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
 - f Enter the number of supported organizations

g Provide the following information about the supported organization(s).

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1-10 above (see instructions))	(iv) Is the organization listed in your governing document?		(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
			Yes	No		
(A)			<input type="checkbox"/>	<input type="checkbox"/>		
(B)			<input type="checkbox"/>	<input type="checkbox"/>		
(C)			<input type="checkbox"/>	<input type="checkbox"/>		
(D)			<input type="checkbox"/>	<input type="checkbox"/>		
(E)			<input type="checkbox"/>	<input type="checkbox"/>		
Total						

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Calendar year (or fiscal year beginning in)	(a) 2019	(b) 2020	(c) 2021	(d) 2022	(e) 2023	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3 The value of services or facilities furnished by a governmental unit to the organization without charge						
4 Total. Add lines 1 through 3						
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
6 Public support. Subtract line 5 from line 4						0

Section B. Total Support

Calendar year (or fiscal year beginning in)	(a) 2019	(b) 2020	(c) 2021	(d) 2022	(e) 2023	(f) Total
7 Amounts from line 4						
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources						
9 Net income from unrelated business activities, whether or not the business is regularly carried on						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
11 Total support. Add lines 7 through 10						
12 Gross receipts from related activities, etc. (see instructions)					12	
13 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here						<input type="checkbox"/>

Section C. Computation of Public Support Percentage

14 Public support percentage for 2023 (line 6, column (f), divided by line 11, column (f))	14	%
15 Public support percentage from 2022 Schedule A, Part II, line 14	15	%
16a 33 1/3% support test—2023. If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
b 33 1/3% support test—2022. If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
17a 10%-facts-and-circumstances test—2023. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and stop here. Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
b 10%-facts-and-circumstances test—2022. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and stop here. Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions		<input type="checkbox"/>

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in)	(a) 2019	(b) 2020	(c) 2021	(d) 2022	(e) 2023	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")	53,358	22,242	57,116	75,257	86,310	294,283
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose	101,254	4,735	48,008	95,176	89,937	339,110
3 Gross receipts from activities that are not an unrelated trade or business under section 513						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
5 The value of services or facilities furnished by a governmental unit to the organization without charge						
6 Total. Add lines 1 through 5	154,612	26,977	105,124	170,433	176,247	633,393
7a Amounts included on lines 1, 2, and 3 received from disqualified persons						
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year						
c Add lines 7a and 7b						
8 Public support. (Subtract line 7c from line 6.)						633,393

Section B. Total Support

Calendar year (or fiscal year beginning in)	(a) 2019	(b) 2020	(c) 2021	(d) 2022	(e) 2023	(f) Total
9 Amounts from line 6	154,612	26,977	105,124	170,433	176,247	633,393
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources			1	5	1,178	1,184
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
c Add lines 10a and 10b			1	5	1,178	1,184
11 Net income from unrelated business activities not included on line 10b, whether or not the business is regularly carried on						
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
13 Total support. (Add lines 9, 10c, 11, and 12.)	154,612	26,977	105,125	170,438	177,425	634,577

14 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and **stop here**

Section C. Computation of Public Support Percentage

15 Public support percentage for 2023 (line 8, column (f), divided by line 13, column (f))	15	99.81 %
16 Public support percentage from 2022 Schedule A, Part III, line 15	16	100 %

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2023 (line 10c, column (f), divided by line 13, column (f))	17	0.19 %
18 Investment income percentage from 2022 Schedule A, Part III, line 17	18	0 %

19a 33 1/3% support test—2023. If the organization did not check the box on line 14, and line 15 is more than 33 1/3% and line 17 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization

b 33 1/3% support test—2022. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3% and line 18 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization

20 Private foundation If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions

Schedule B
(Form 990)

Department of the Treasury
Internal Revenue Service

Schedule of Contributors

Attach to Form 990 or Form 990-PF.
Go to www.irs.gov/Form990 for the latest information.

OMB No. 1545-0047

2023

Name of the organization
COLLIN COUNTY MASTER GARDNERS ASSOCIATION

Employer identification number
75-2756156

Organization type (check one):

- | Filers of: | Section: |
|--------------------|--|
| Form 990 or 990-EZ | <input checked="" type="checkbox"/> 501(c)(3) organization |
| | <input type="checkbox"/> 4947(a)(1) nonexempt charitable trust not treated as a private foundation |
| | <input type="checkbox"/> 527 political organization |
| Form 990-PF | <input type="checkbox"/> 501(c)(3) exempt private foundation |
| | <input type="checkbox"/> 4947(a)(1) nonexempt charitable trust treated as a private foundation |
| | <input type="checkbox"/> 501(c)(3) taxable private foundation |

Check if your organization is covered by the **General Rule** or a **Special Rule**.

Note: Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

General Rule

- For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

Special Rules

- For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33 1/3% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of (1) \$5,000; or (2) 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.
- For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 exclusively for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I (entering "N/A" in column (b) instead of the contributor name and address), II, and III.
- For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions exclusively for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an exclusively religious, charitable, etc., purpose. Don't complete any of the parts unless the General Rule applies to this organization because it received nonexclusively religious, charitable, etc., contributions totaling \$5,000 or more during the year

\$

Caution: An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990), but it must answer "No" on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990).

Name of the organization
COLLIN COUNTY MASTER GARDNERS ASSOCIATION

Employer identification number
75-2756156

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(c) Type of contribution
1	Rico Solutions 3809 McKinley Fort Myers, FM 33901	\$ 10,000	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> <small>(Complete Part II for noncash contributions.)</small>
2	McKinney Community Development Corp 7300 State Hwy 121 ,Suite 200 McKinney, TX 75070	\$ 8,876	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> <small>(Complete Part II for noncash contributions.)</small>
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> <small>(Complete Part II for noncash contributions.)</small>
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> <small>(Complete Part II for noncash contributions.)</small>
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> <small>(Complete Part II for noncash contributions.)</small>
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> <small>(Complete Part II for noncash contributions.)</small>
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> <small>(Complete Part II for noncash contributions.)</small>

Part II Fundraising Events. Complete if the organization answered "Yes" on Form 990, Part IV, line 18, or reported more than \$15,000 of fundraising event contributions and gross income on Form 990-EZ, lines 1 and 6b. List events with gross receipts greater than \$5,000.

		(a) Event #1 Fall Bulb/Plant Sale (event type)	(b) Event #2 Spring Plant Sale (event type)	(c) Other events (total number)	(d) Total events (add col. (a) through col. (c))
Revenue	1	Gross receipts	35,701	54,236	89,937
	2	Less: Contributions			
	3	Gross income (line 1 minus line 2)	35,701	54,236	0
Direct Expenses	4	Cash prizes			
	5	Noncash prizes			
	6	Rent/facility costs			
	7	Food and beverages			
	8	Entertainment			
	9	Other direct expenses	21,804	22,976	44,780
	10	Direct expense summary. Add lines 4 through 9 in column (d)			44,780
11	Net income summary. Subtract line 10 from line 3, column (d)			45,157	

Part III Gaming. Complete if the organization answered "Yes" on Form 990, Part IV, line 19, or reported more than \$15,000 on Form 990-EZ, line 6a.

		(a) Bingo	(b) Pull tabs/instant bingo/progressive bingo	(c) Other gaming	(d) Total gaming (add col. (a) through col. (c))
Revenue	1	Gross revenue			
Direct Expenses	2	Cash prizes			
	3	Noncash prizes			
	4	Rent/facility costs			
	5	Other direct expenses			
	6	Volunteer labor	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No
	7	Direct expense summary. Add lines 2 through 5 in column (d)			
	8	Net gaming income summary. Subtract line 7 from line 1, column (d)			

9 Enter the state(s) in which the organization conducts gaming activities: _____

a Is the organization licensed to conduct gaming activities in each of these states? Yes No

b If "No," explain: _____

10a Were any of the organization's gaming licenses revoked, suspended, or terminated during the tax year? Yes No

b If "No," explain: _____

11 Does the organization conduct gaming activities with nonmembers? Yes No

12 Is the organization a grantor, beneficiary or trustee of a trust, or a member of a partnership or other entity formed to administer charitable gaming? Yes No

13 Indicate the percentage of gaming activity conducted in:

a The organization's facility	13a	%
b An outside facility	13b	%

14 Enter the name and address of the person who prepares the organization's gaming/special events books and records:
Name _____
Address _____

15a Does the organization have a contract with a third party from whom the organization receives gaming revenue? Yes No

b If "Yes," enter the amount of gaming revenue received by the organization \$ _____ and the amount of gaming revenue retained by the third party \$ _____

c If "Yes," enter name and address of the third party:
Name _____
Address _____

16 Gaming manager information:
Name _____
Gaming manager compensation \$ _____
Description of services provided _____
 Director/officer Employee Independent contractor

17 Mandatory distributions:
a Is the organization required under state law to make charitable distributions from the gaming proceeds to retain the state gaming license? Yes No

b Enter the amount of distributions required under state law to be distributed to other exempt organizations or spent in the organization's own exempt activities during the tax year . . . \$ _____

SCHEDULE O**(Form 990)**Department of the Treasury
Internal Revenue Service**Supplemental Information to Form 990 or 990-EZ**Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.
Attach to Form 990 or Form 990-EZ.
Go to www.irs.gov/Form990 for the latest information.

OMB No. 1545-0047

2023**Open to Public
Inspection**

Name of the Organization

COLLIN COUNTY MASTER GARDNERS ASSOCIATION

Employer identification number

75-2756156Part and Line Number: **Part I - Line 10**

Description	Amount
Scholarships	\$6,000
Texas State Master Gardener Dues	\$672
Texas A&M Endowment Fund	\$5,000

Part and Line Number: **Part I - Line 16**

Description	Amount
Research & Demonstration Gardens: Provide support to Texas AgriLife in establishing and maintaining gardens to further education in the community. 857 master gardeners donate 12/675 hours and reached 857 community members.	\$25,759
The Garden Show: Host two day event to showcase best horticultural practices in partnership with various vendors, cities and non-profits. 191 master gardeners donated 4,109 hours to reach 6,012 community members.	\$9,631
Master Gardener Training Class: Deliver training to prepare future master gardeners so they can participate in providing research based information to the residents of Collin County. 37 master gardeners donated 2,468 hours to train 49 students.	\$7,946
Community Outreach: Provide educational services based on horticultural practices in Collin County through A Walk in the Park, Ask the Master Gardener, Byron Nelson Golf Tournament, Event Management, Garden Advisory Committee, Hort Therapy, Information Center and Speakers Bureau. 703 master gardeners donated 9,646 hours to reach 16,889 resident.	\$6,467
Association Support Services: TO support and recognize the association - Technology, Communications, Annual Awards Luncheon, Hospitality, various Board expenses, liability insurance, Social Committee, Online Store	\$36,453

Part and Line Number: **Part III - Primary Exempt Purpose**

It is the mission of Collin County Master Gardeners Association to assist and support the Texas A&M AgriLife Extension Horticulture Agent in providing our community with research-based information on sustainable horticultural practices and environmental stewardship.

Part and Line Number: **Part III - Line 31**

Description	Grants	Expenses
Outreach and Association support services	\$0	\$42,921

**SCHEDULE O
(Form 990)**

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on Form 990 or 990-EZ or to provide any additional information. Attach to Form 990 or Form 990-EZ. Go to www.irs.gov/Form990 for the latest information.

OMB No. 1545-0047

2023

Open to Public Inspection

Name of the Organization
COLLIN COUNTY MASTER GARDENERS ASSOCIATION

Employer identification number
75-2756156

Part and Line Number: Part I - Line 10

Description	Amount
Scholarships	\$6,000
Texas State Master Gardener Dues	\$672
Texas A&M Endowment Fund	\$5,000

Part and Line Number: Part I - Line 16

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Part and Line Number: Part III - Primary Exempt Purpose

It is the mission of Collin County Master Gardeners Association to assist and support the Texas A&M Agrilife Extension Horticulture Agent in providing our community with research-based information on sustainable horticultural practices and environmental stewardship.

Part and Line Number: Part III - Line 3f

Description	Grants	Expenses
Outreach and Association support services	\$0	\$42,921

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

DEPARTMENT OF THE TREASURY

Date:

AUG 10 2001

COLLIN COUNTY MASTER GARDENERS
ASSOCIATION
C/O COLLIN COUNTY EXTENSION OFFICE
825 N MCDONALD ST STE 150
MCKINNEY, TX 75069

Employer Identification Number:

75-2756156

DLN:

17053002006011

Contact Person:

JACQUELINE C LARSEN

ID# 11147

Contact Telephone Number:

(877) 829-5500

Accounting Period Ending:

December 31

Form 990 Required:

YES

Addendum Applies:

NO

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

We have further determined that you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in section 509(a)(2).

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status. In the case of an amendment to your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, you should inform us of all changes in your name or address.

As of January 1, 1984, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, if you are involved in an excess benefit transaction, that transaction might be subject to the excise taxes of section 4958. Additionally, you are not automatically exempt from other federal excise taxes. If you have any questions about excise, employment, or other federal taxes, please contact your key district office.

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(2) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware

Letter 947 (DO/CG)

COLLIN COUNTY MASTER GARDENERS

of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(2) organization.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of Code sections 2055, 2106, and 2522.

Contribution deductions are allowable to donors only to the extent that their contributions are gifts, with no consideration received. Ticket purchases and similar payments in conjunction with fundraising events may not necessarily qualify as deductible contributions, depending on the circumstances. See Revenue Ruling 67-246, published in Cumulative Bulletin 1967-2, on page 104, which sets forth guidelines regarding the deductibility, as charitable contributions, of payments made by taxpayers for admission to or other participation in fundraising activities for charity.

In the heading of this letter we have indicated whether you must file Form 990, Return of Organization Exempt From Income Tax. If Yes is indicated, you are required to file Form 990 only if your gross receipts each year are normally more than \$25,000. However, if you receive a Form 990 package in the mail, please file the return even if you do not exceed the gross receipts test. If you are not required to file, simply attach the label provided, check the box in the heading to indicate that your annual gross receipts are normally \$25,000 or less, and sign the return.

If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of \$20 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed \$10,000 or 5 percent of your gross receipts for the year, whichever is less. For organizations with gross receipts exceeding \$1,000,000 in any year, the penalty is \$100 per day per return, unless there is reasonable cause for the delay. The maximum penalty for an organization with gross receipts exceeding \$1,000,000 shall not exceed \$50,000. This penalty may also be charged if a return is not complete, so be sure your return is complete before you file it.

You are required to make your annual information return, Form 990 or Form 990-EZ, available for public inspection for three years after the later of the due date of the return or the date the return is filed. You are also required to make available for public inspection your exemption application, any supporting documents, and your exemption letter. Copies of these documents are also required to be provided to any individual upon written or in person request without charge other than reasonable fees for copying and postage. You may fulfill this requirement by placing these documents on the Internet. Penalties may be imposed for failure to comply with these requirements. Additional information is available in Publication 557, Tax-Exempt Status for Your Organization, or you may call our toll free number shown above.

COLLIN COUNTY MASTER GARDENERS

You are not required to file federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

In accordance with section 508(a) of the Code, the effective date of this determination letter is 4/21/98.

This determination is based on evidence that your funds are dedicated to the purposes listed in section 501(c)(3) of the Code. To assure your continued exemption, you should keep records to show that funds are expended only for those purposes. If you distribute funds to other organizations, your records should show whether they are exempt under section 501(c)(3). In cases where the recipient organization is not exempt under section 501(c)(3), there should be evidence that the funds will remain dedicated to the required purposes and that they will be used for those purposes by the recipient.

If distributions are made to individuals, case histories regarding the recipients should be kept showing names, addresses, purposes of awards, manner of selection, relationship (if any) to members, officers, trustees or donors of funds to you, so that any and all distributions made to individuals can be substantiated upon request by the Internal Revenue Service. (Revenue Ruling 56-304, C.B. 1956-2, page 306.)

If we have indicated in the heading of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

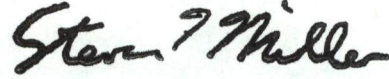
Because this letter could help resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

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

COLLIN COUNTY MASTER GARDENERS

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,

A handwritten signature in black ink that reads "Steven T. Miller". The signature is written in a cursive style with a large, prominent "S" at the beginning.

Steven T. Miller
Director, Exempt Organizations