

## TOWN COUNCIL

### STAFF REPORT

#### Finance & Administration Department



<b>MEETING DATE:</b>	October 10, 2023
<b>PROJECT:</b>	Consideration of Accommodations Tax Advisory Committee Funding Recommendations for Quarter Ending June 30, 2023 (Fiscal Impact – <b>\$609,359.65</b> )
<b>PROJECT MANAGER:</b>	Natalie Majorkiewicz, CGFO, Director of Finance & Administration

#### REQUEST:

Town Staff requests Town Council to consider the Accommodations Tax Advisory Committee's (ATAC) recommendations for grant awards as presented below:

Requesting Organizations	Amount Requested	Amount Recommended
<b>Campbell Chapel Community Development:</b> Restoration of the Historic Campbell Chapel	\$ 200,000	\$ 130,873.65
<b>Bluffton Boys &amp; Girls Club:</b> 2023 Bike Bluffton	21,650	21,650.00
<b>Arts &amp; Seafood Festival:</b> 2023 Arts & Seafood Festival	80,000	80,000.00
<b>Coastal Conservation Association:</b> Celebrating Conservation Weekend in Bluffton	10,000	10,000.00
<b>Bluffton Gullah Cultural Heritage Center:</b> Exterior/Deconstruction/Stabilization	350,000	350,000.00
<b>BlacQuity SC:</b> Roots & River Festival	10,836	10,836.00
<b>Congregation Beth Yam:</b> Town of Bluffton Hanukkah Celebration	6,000	Up to 6,000.00
<b>Total for the Quarter</b>	<b>\$ 678,486</b>	<b>\$ 609,359.65</b>

#### BACKGROUND:

There were seven (7) applications to review and make recommendations of funding to Town Council. In accordance with the grant process, the Accommodations Tax Advisory Committee (ATAC) held a meeting on August 15, 2023 to review the quarterly applications. A special meeting was held on September 19, 2023 at the request of Town Council to consider only the State Accommodations Tax funds for the applications. At the special meeting, ATAC voted with no changes to the original recommendations.

### Funds Currently Available for Distribution:

When comparing the State Accommodations Tax collections for the quarter ending June 2023 to the same quarter of last year, the revenues are down \$32,613.45 or approximately 6.3%.

Total estimated State Accommodations Tax funds currently available for distribution are \$432,295 as outlined in the following chart:

State ATAX	
Remaining from Previous Qtr.	\$ 21,900
4 <sup>th</sup> Quarter Revenue	484,835
First \$25k to General Fund*	N/A
5% to General Fund	(24,242)
30% to DMO	(145,450)
Lapsed Grants	95,252
<b>Total State ATAX Funds Remaining for Distribution</b>	<b>\$ 432,295</b>

\* First \$25k taken in 1<sup>st</sup> Quarter of Fiscal Year and Not Applicable (N/A) to the remaining quarters.

### Funds Requested for Distribution:

☐ **Campbell Chapel Community Development requests \$200,000 in support of the Restoration of the Historic Campbell Chapel Project with ATAC recommending \$130,873.65.**

- Project costs are broken into five (5) phases and based on a proposed budget created by the project architect, James O. McGhee, and Landmark Preservation LLC for the restoration of the Historic Campbell Chapel to its 1874 condition totaling \$1,548,692.75.
- Request is for Phase I (\$189,503.77) & a portion of Phase II (\$10,496.23) of the project.
- Eligible “tourism-related expenditures” include:
  - “Facilities for civic and cultural events” is budgeted at \$261,747.30 for the first to phases.
- Due to application requirements 50% is eligible for funding.

**The committee voted 5-0 with Mitchell recusing to recommend a total award of \$130,873.65 presented in the chart below:**

Restoration of the Historic Campbell Chapel	Total Budget (Phases 1 & 2)	Recommended ATAX Grant (50% of project budget)
Facilities for Civic & Cultural Event:	\$ 261,747.30	\$ 130,873.65
<b>Total</b>	<b>\$ 261,747.30</b>	<b>\$ 130,873.65</b>

❑ **Bluffton Boys & Girls Club is requests \$21,650 to support advertising and promotion of tourism for 2023 Bike Bluffton.**

- The event is scheduled for Sunday, November 5, 2023.
- 2022 Bike Bluffton registered 310 riders with 40% or 125 being tourists.
- Eligible “tourism-related expenditures” include:
  - “Advertising and promotion of tourism” is budgeted at \$23,150 and \$21,650 is being requested in support.

**The committee voted unanimously to recommend a total award of \$21,650 presented in the chart below:**

<b>Bike Bluffton - 2023</b>	<b>Total Budget</b>		<b>Recommended ATAX Grant (73% of project budget)</b>
Advertising and Promotion of Tourism:	\$ 23,150		\$ 21,650
Project Expenses	6,500		N/A
<b>Total</b>	<b>\$ 29,650</b>		<b>\$ 21,650</b>

N/A – Not Applicable

❑ **Historic Bluffton Arts & Seafood Festival Inc. requests \$80,000 to support advertising and promotion, municipal and county services, public facilities, and tourist transportation service expenses for the 2023 Arts & Seafood Festival.**

- This year’s event takes place October 14-22, 2023
- This year’s request is \$25,000 or 14% less than last year’s annual request of \$175,000.
- Total visitors for the 2022 festival was approximately 42%.
- Eligible “tourism-related expenditures” include:
  - “Advertising and promotion of tourism” is budgeted at \$60,000.
  - “Municipality services” is budgeted at \$15,000 for security and fire protection.
  - “Public facilities” is budgeted at \$30,000 for rentals, trash, and additional restrooms.
  - “Tourist Transportation” is budgeted at 5,000 for LRTA shuttle expenses.

**The committee voted unanimously to recommend a total award of \$80,000 presented in the chart below:**

<b>Historic Arts &amp; Seafood Festival - 2023</b>	<b>Total Budget</b>		<b>Recommended ATAX Grant (approx. 39% of project budget)</b>
Advertising and Promotion of Tourism:	\$ 60,000		\$ 60,000
Municipality & County Services:	15,000	*	6,300
Public Facilities:	30,000	*	11,600
Tourist Transportation:	5,000	*	2,100
Project Expenses:	94,650		N/A
<b>Total</b>	<b>\$ 204,650</b>		<b>\$ 80,000</b>

\* Based on percentage directly related to tourist attendance

N/A – Not Applicable

❑ **Coastal Conservation Association requests \$10,000 to support advertising and promotion of tourism for Celebrating Conservation Weekend in Bluffton.**

- This event is scheduled to be held September 16, 2023 at Martin Family Park.
- This is the organization's initial application.
- Eligible "tourism-related expenditures" include:
  - "Advertising and promotion of tourism" \$10,000 recommended.

The committee voted 4-0 with Parker and Britt recusing to recommend a total award of \$10,000 presented in the chart below:

Celebrating Conservation Weekend in Bluffton	Total Budget	Recommended ATAX Grant (approx. 13% of project budget)
Advertising and Promotion of Tourism:	\$ 10,000	\$ 10,000
Project Expenses:	69,965	N/A
<b>Total</b>	<b>\$ 79,965</b>	<b>\$ 10,000</b>

N/A – Not Applicable

❑ **Bluffton Gullah Cultural Heritage Center requests \$350,000 to support the exterior deconstruction and stabilization of the Deer Tongue Building.**

- Once complete, the center will have exhibits and offer educational opportunities.
- Eligible "tourism-related expenditures" include:
  - "Facilities for civic and cultural events" \$350,000 recommended.

The committee voted unanimously to recommend a total award of \$350,000 presented in the chart below:

Exterior/Deconstruction/Stabilization	Total Budget	Recommended ATAX Grant (approx. 42% of project budget)
Facilities for Civic & Cultural Events:	\$ 831,573	\$ 350,000
<b>Total</b>	<b>\$ 831,573</b>	<b>\$ 350,000</b>

❑ **BlacQuity SC requests \$10,836 in additional support for advertising and promotion of tourism and facilities for civic and cultural events expenses for the Roots & River Festival project.**

- This is an amended request from BlacQuity for an event to be held on September 9, 2023 at Oyster Factory Park.
- Due to the change in scope and budget, ATAC recommended BlacQuity submit an amended application by the upcoming June 30, 2023 quarterly deadline to request any additional allowable expenses.
- Eligible "tourism-related expenditures" include:
  - "Advertising and promotion of tourism" \$8,720 is recommended.
  - "Facilities for civic & cultural events" \$2,116 is recommended rentals, trash and additional security.



**The committee voted unanimously to recommend an additional award of \$10,836 as presented in the chart below:**

<b>Roots &amp; River Festival</b>	<b>Total Budget</b>	<b>Recommended ATAX Grant</b>
Advertising and Promotion of Tourism:	\$ 24,970	\$ 8,720
Facilities for Civic & Cultural Events:	3,216	2,116
Project Expenses:	10,000	N/A
<b>Total</b>	<b>\$38,186</b>	<b>\$10,836</b>

N/A – Not Applicable

**□ Congregation Beth Yam requests \$6,000 to support the Hanukkah Celebration held within the Town of Bluffton.**

- The event is scheduled for December 9, 2023.
- This is an initial application for the organization.
- Eligible “tourism-related expenditures” total \$1,028 and include:
  - “Advertising and promotion of tourism” is budgeted at \$450.
  - “Facilities for civic and cultural events” is budgeted at \$578 for rentals.
- The committee recommended budgeting for security that is not in the budget presented.

**The committee voted unanimously to recommend a total award of up to \$6,000 in tourism-related eligible expenses as presented in the chart below:**

<b>Town of Bluffton Hanukkah Celebration</b>	<b>Total Budget</b>		<b>Recommended ATAX Grant</b>
Advertising and Promotion of Tourism:	\$ 450		\$ 450
Facilities for Civic & Cultural Events:	578		578
Municipality Services:	TBD	*	TBD
Project Expenses:	5,200		N/A
<b>Total</b>	<b>\$ 6,228</b>		<b>Eligible up to \$6,000</b>

N/A – Not Applicable

**NEXT STEPS:**

Town Staff will notify organizations of award amount and requirements.

**SUMMARY:**

Below are the applications received for quarter ending March 31, 2023 and ATAC's recommendation for each:

<b>Requesting Organization</b>	<b>Amount Requested</b>	<b>Amount Recommended</b>
<b>Campbell Chapel Community Development:</b> Restoration of the Historic Campbell Chapel	\$ 200,000	\$ 130,873.65
<b>Bluffton Boys &amp; Girls Club:</b> 2023 Bike Bluffton	21,650	21,650.00
<b>Arts &amp; Seafood Festival:</b> 2023 Arts & Seafood Festival	80,000	80,000.00
<b>Coastal Conservation Association:</b> Celebrating Conservation Weekend in Bluffton	10,000	10,000.00
<b>Bluffton Gullah Cultural Heritage Center:</b> Exterior/Deconstruction/Stabilization	350,000	350,000.00
<b>BlacQuity SC:</b> Roots & River Festival	10,836	10,836.00
<b>Congregation Beth Yam:</b> Town of Bluffton Hanukkah Celebration	6,000	Up to 6,000.00
<b>Total for the Quarter</b>	<b>\$ 678,486</b>	<b>\$ 609,359.65</b>

**ATTACHMENTS:**

1. ATAC draft meeting minutes from August 15, 2023
2. ATAC draft Special Meeting meeting minutes from September 19, 2023
3. Campbell Chapel Community Development: Restoration of the Historic Campbell Chapel Grant Application
4. Campbell Chapel Community Development: Restoration of the Historic Campbell Chapel ATAC Staff Report
5. Bluffton Boys & Girls Club: 2023 Bike Bluffton Grant Application
6. Bluffton Boys & Girls Club: 2023 Bike Bluffton ATAC Staff Report
7. Historic Bluffton Arts & Seafood Festival: 2023 Historic Bluffton Arts & Seafood Festival Grant Application
8. Historic Bluffton Arts & Seafood Festival: 2023 Historic Bluffton Arts & Seafood Festival ATAC Staff Report
9. Coastal Conservation Association: Celebrating Conservation Weekend in Bluffton Grant Application
10. Coastal Conservation Association: Celebrating Conservation Weekend in Bluffton ATAC Staff Report
11. Bluffton Gullah Cultural Heritage Center: Exterior/Deconstruction/Stabilization Grant Application
12. Bluffton Gullah Cultural Heritage Center: Exterior/Deconstruction/Stabilization ATAC Staff Report
13. BlacQuity SC: Roots & River Festival Grant Application
14. BlacQuity SC: Roots & River Festival ATAC Staff Report
15. Congregation Beth Yam: Town of Bluffton Hanukkah Celebration Grant Application
16. Congregation Beth Yam: Town of Bluffton Hanukkah Celebration ATAC Staff Report
17. ATAC Scoring Table Rating Matrix
18. Previously Funded Grant Listing
19. Recommended Motions

**ACCOMMODATIONS TAX ADVISORY COMMITTEE MEETING MINUTES**  
**August 15, 2023**

Chair Christy Parker called the meeting to order at 6:00 p.m. Other committee members present were Sam Britt, Allyne Mitchell, Ellen Shumaker and Timothy Wood. Absent committee member was Scott Thrasher. Staff in attendance was as follows: Natalie Majorkiewicz, Director of Finance, and Shannon Milroy, Budget & Procurement Analyst.

Roll Call and Confirmation of Quorum

Six committee members present, one absent, quorum met.

Adoption of Agenda:

**Britt moved to adopt the agenda. Shumaker seconded. The motion carried unanimously.**

Introduction of New Members:

Chair Parker introduced new committee members Scott Thrasher, who was absent, and Allyne Mitchell. Thrasher fills a vacant Lodging seat while Mitchell serves as an at-large member.

Election of Officers:

**Britt nominated Christy Parker to remain committee Chair with Mitchell seconding the motion. The nomination carried unanimously.**

**Wood nominated himself to the Vice-Chair position, which Mitchell seconded. The nomination carried unanimously.**

Adoption Minutes of May 16, 2023 Meeting and July 27, 2023 Workshop:

**Britt moved to adopt the minutes. Mitchell seconded. The motion carried unanimously.**

New Business:

Financial Report: Natalie Majorkiewicz, Director of Finance

The total funds available for distributions are **\$1,166,022**. Fourth quarter revenue was \$484,835 from State ATAX and \$689,026 from Local collections. We have 7 applicants this quarter totaling \$678,486 in requests.

Campbell Chapel Community Development: Restoration of the Historic Campbell Chapel - \$200,000

Pastor John Black from Campbell Chapel AME Church presented a history of the church and discussed the restoration project. The requested funds will go towards Phase I – Selective Demo and Phase II – Stabilization of the five-phase project. Additional funding will be requested for later phases of the project. Currently, no tours are being conducted due to the condition of the building, but once complete, tourism activities will include tours, weddings and other events that augment local festivals.

**Parker motioned to award \$130,873.65, which is half of the project's Phase I and Phase II budget. Wood seconded. The motion carried unanimously with Mitchell recusing.**

Boys & Girls Club of the Lowcountry: 2023 Bike Bluffton - \$21,650

Mollie Sandman and Doug Pace were present to answer questions of the committee. In 2022, the Bike Bluffton event had 288 registered riders and netted a profit of \$63,000. Marketing will target Charlotte, Atlanta, Jacksonville and Greenville. The budget includes funds to target the marketing efforts properly, including what vehicle and where to run advertisements as well as t-shirts and bike jerseys. The event will take place rain or shine.

**Britt motioned to grant \$21,650. Shumaker seconded the motion. Discussion was had that the jerseys purchased and then sold at the event should not be included in any reimbursement request. The motion carried unanimously.**

Historic Arts & Seafood: 2023 Arts & Seafood Festival - \$80,000

Mary O'Neill presented the Arts & Seafood application and indicated that advertising for the event has already begun, including advertisements in Southern Living Magazine. This is the 19<sup>th</sup> year of the event; save the dates were sent out in January and again in May. Both The Rotary and Bluffton Historic Foundation have sponsored the event at \$5,000 each.

**Wood motioned to grant \$80,000. Britt seconded the motion. The motion carried unanimously.**

Coastal Conservation Association: Celebrating Conservation Weekend in Bluffton - \$10,000

Mary O'Neill also represented the Coastal Conservation Association's application. The annual banquet and auction fund initiatives of conservation in the community. Funds will be used to market the event as a weekend getaway in Bluffton to boost tourism. The Bluffton Inn will offer packages to guests that include two (2) tickets to the banquet. So far, a banner ad has been sent out to 32,000 people with an email blast to 40,000. The event sells out every year and is expanding this year with Martin Family Park set as the venue. In previous years, mostly locals have attended, but the event was never marketed in the past. This year, the event will be marketed and has been moved to attract more tourists.

**Wood motioned to grant \$10,000. Shumaker seconded the motion. The motion carried unanimously with Parker and Britt recusing.**

Bluffton Gullah Cultural Heritage Center: Exterior/Deconstruction/Stabilization of Deer Tongue Building - \$350,000

The Bluffton Gullah Cultural Heritage Center expects an approximate 12-month timeline for construction, which includes 4-8 weeks for deconstruction, five months for stabilization, 2-3 months for exterior construction and two months for interior construction; a Certificate of Appropriateness has been received from the Town's Historic Preservation Committee. Construction will include repairing and replacing the roof, adding an ADA accessible front entrance, new foundations and repair and replacement of existing support posts. Artifacts and pieces of the existing building will also be categorized and put back in place at the end of construction. Construction of restrooms, which received funding from a prior ATAX award, will be done after the building is completed. A capital campaign will be released in the fall and additional grants will be applied for to supplement the project's budget. This will be the only request made to ATAC for the building's construction. An additional grant may be applied for to obtain marketing funds to draw tourism to the completed facility.

**Britt motioned to grant \$350,000. Mitchell seconded the motion. The motion carried unanimously.**

Congregation Beth Yam: Town of Bluffton Hanukkah Celebration - \$6,000

Rachel Pepin, Director of Programming, was present to discuss the application and answer questions of the committee. The 2023 Town-supported event will be held at Martin Family Park and is intended to become a permanent fixture on the holiday schedule. In 2022, a Hanukkah event was held on Hilton Head Island that drew around 300 people with approximately 75% of those being tourists. Local business pledges have been secured for the event. To date, Pepin has not spoken with BPD about providing security for the event. Chair Parker suggested that this cost could be added to their budget as it is an allowable expense under rules of ATAX. Discussion was had about certain expenses being eligible for reimbursement under State law. The rental of tables and chairs as well as marketing are also allowable expenses in the presented budget.

**Britt motioned to award funds to the extent that expenses are eligible under the stipulations of accommodations tax up to \$6,000. Mitchell seconded the motion. The motion carried unanimously.**

BlacQuity SC: Roots & River Festival – \$10,836

Gwen Chambers, Executive Director, provided an update to the September event. Shoreline Construction has been secured as a sponsor. Regional markets of Georgia, North Carolina, Tennessee and Florida are being targeted with advertisements in black focused vehicles, specifically daily and lifestyle publications. Local publications Bluffton & HHI Monthly, Bluffton & HHI Sun as well as the CB2 & HH2 magazines will be used. Display ads will run on the Savannah Magazine web site, calendar and newsletter. South Magazine is writing a web feature article that will reach 239,000. Pandora, Spotify and Hulu radio ads with a 250,000 to 1.5 million reach will be purchased. To date, ticket sales are just under 100 with many purchasing closer to the event date. Oyster Factory Park is the location with an expected attendance of 350-400 people.

**Mitchell motioned to grant \$10,836. Wood seconded the motion. During discussion, the committee reiterated the requirement of all merchandise having the Heart of the Lowcountry logo included. The motion carried unanimously.**

**Britt motioned to adjourn the meeting. Parker seconded the motion. The motion carried unanimously.**

Meeting adjourned at 7:47 p.m.

**SPECIAL MEETING  
ACCOMMODATIONS TAX ADVISORY COMMITTEE MEETING MINUTES  
September 19, 2023**

With all expected attendees present, Chair Christy Parker called the meeting to order at 5:04 p.m. Other committee members present were Ellen Shumaker, Nathaniel Pringle, Timothy Wood, Allyne Mitchell, Scott Thrasher and Sam Britt. Staff in attendance was as follows: Chris Forster, Assistant Town Manager – Finance & Administration, Natalie Majorkiewicz, Director of Finance, and Shannon Milroy, Budget & Procurement Analyst.

Roll Call and Confirmation of Quorum

Seven (7) committee members present, none absent, quorum met.

Review and Discussion of Awards Allocations

Chair Parker began the discussion by reading both State and Town ordinances regarding the Accommodations Tax Advisory Committee's (ATAC) purview as it relates to allocating State and Local Accommodations Tax (ATAX) collections. Majorkiewicz relayed that Town code is intended to reiterate State ATAX law but will confirm that intent. Forster explained that the Local ATAX funds are the Town's and not the committee's. He will get a legal opinion if the allocation of Local ATAX funds should be reviewed by ATAC during the Town's annual budget process.

Britt and Wood gave thanks to Town staff for the work they do related to ATAX with Wood expressing frustration with Town Council as it related to communicating to the committee their decision to change the process of only allocating State ATAX collections for this quarter. Pringle disagreed about being frustrated with Town Council and said they should address the issue at hand.

Britt suggested pre-awarding money from the next quarter to cover this quarter's awards. Shumaker asked if what Britt suggested is permitted. Majorkiewicz reminded the committee of the upcoming quarter ending that will have a new batch of applications requesting funds.

**Britt motioned to send the original award recommendations to Town Council with the caveat to use revenue collected next quarter to fund these applicants as awarded. Shumaker seconded the motion. The motion carried unanimously.**

Meeting adjourned at 5:27 p.m.

**Mitchell motioned to adjourn the meeting with Parker seconding and the motion carried unanimously.**

**Milroy, Shannon**

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**From:** noreply@civicplus.com  
**Sent:** Thursday, June 15, 2023 1:10 PM  
**To:** ATax Communications  
**Subject:** Online Form Submittal: Accommodations Tax Grand Application

**WARNING!**

This email originated from outside of the Town of Bluffton's email system. DO NOT click any links or open any attachments unless you recognize the sender and know the content is safe.

## Accommodations Tax Grand Application

**TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION**

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**TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION**

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Accommodations [Accommodations Tax Grant Application Instructions](#)  
 Tax Grant  
 Application  
 Instructions

Accommodations I have read and acknowledged the Town of Bluffton, SC Accommodations Tax Grant  
 Tax Grant Application Instructions.  
 Application  
 Instructions

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Application Date 6/15/2023

Full Legal Organization Name Campbell Chapel Community Development

Project Name Restoration of the Historic Campbell Chapel

Total Project Costs \$1,550,000

Total ATAX Funds Requested \$200,000



Percent of Total Budget	13%
Address	P. O. Box 83
Street Address Line 2	23 Boundary Street
City	BLUFFTON
State	SC
Zip Code	29910
Applicant must be designated as a non-profit entity to receive ATAX funds. Please include a copy of your organization's non-profit status, such as your IRS Designation Letter.	<a href="#">FinalLetter 82-3632224_CAMPBELLCHAPELCOMMUNITYDEVELOPMENTMINISTRY_08122020_00(2).tif</a>
Please upload a copy of your current Town of Bluffton Business License, which is required of all applicants.	<a href="#">CC Community Development Business License.pdf</a>

## TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

### Organization Primary Point of Contact

First Name	Jon
Last Name	Black
Title	Pastor
Phone Number	(843) 309-0676
E-mail Address	<a href="mailto:jblack9469@aol.com">jblack9469@aol.com</a>

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### Organization Secondary Point of Contact

First Name	Fred
Last Name	Hamilton
Title	Pro Tem
Phone Number	(843) 384-8801
E-mail Address	<a href="mailto:derf2427@aol.com">derf2427@aol.com</a>

## TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

**Project Description:** The aim of this project is to restore the Historic Campbell Chapel to its 1874 condition. Once restored, it will be a museum-like structure that will be open to the public for daily tours, community meetings, destination weddings, and cultural and educational events. During Bluffton's festivals, the Historic Chapel will transform into the Gullah Geechee Village and provide tourists the opportunity to experience African American history, culture, art, music, dance and cuisine.

This preservation/restoration project consist of removing/demolishing the non-historic, non-contributing 1960s fellowship hall, which is approximately 2,307 SF. We will renovate the historic 1,780 SF chapel, using as much historic fabric as possible and replicating materials when needed. We will also replicate the original 1874 bell tower. Modern restroom facilities will be constructed.

Currently, the Historic Chapel is listed on the National Registry of Historic Places and is a member of the National Parks Service's Reconstruction Network. When this project is completed, the Historic Campbell Chapel will be a prominent tourist stop on the Gullah Geechee Cultural Heritage Corridor. Located in Old Town Bluffton, the Historic Campbell Chapel is within walking distance of the Heyward House, Garvin-Garvey House and the Martin Family Park.

The Historic Campbell Chapel was built in 1853 by the St. Luke Parish of the Methodist Episcopal Church. Enslaved labor was used to build this structure. It is one of two Church structures that survived the burning of Bluffton. In 1874, nine formerly enslaved men purchased the Historic Chapel from five white trustees for the sum of \$500. This story is a valuable contribution to the National Parks Service's Reconstruction Network and Bluffton's Preservation Community.

**All advertising/marketing paid for with Town of Bluffton Accommodations Tax dollars must incorporate the branding shown here: **Town of Bluffton Brand Standards**. The use of the Town's logo must meet the design standards outlined at the aforementioned link and be approved by the Town. Designs may be submitted electronically using this **link**. Please allow five (5) business days for approval.**

Impact on or Benefit to Tourism: The Historic Chapel will attract a new demographic to the various festivals of Old Town Bluffton. The Historic Chapel will draw tourists who have interest in: (1) historic preservation, (2) antebellum and civil war history, (3) civil rights and the Reconstruction era history and (4) the history and culture of the African Methodist Episcopal Church. It will also provide a unique option for those seeking to have a destination wedding in the Bluffton/Hilton Head Island area.

While it is difficult to predict the future, recent Google Business Reports demonstrate and increasing interest in the Historic Chapel. In the month of March 2023: 976 viewed the Historic Chapel profile, 89 visited the website, 297 searched, 40 asked for directions and 8 made phone inquiries. These numbers were passively generated. Once operational, these numbers are expected to increase exponentially. Additionally, the Historic Chapel will attract an estimated 15 to 20 destination wedding annually.

***“Tourist”* means a person who does not reside within the corporate limits of the Town or within a Town zip code that takes a trip into the corporate limits of the Town for any purpose, except daily commuting to and from work.**

***“Travel” and “Tourism”* mean the action and activities of people taking trips outside their home communities for any purpose, except daily commuting to and from work.**

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Project/Event Start & End Date: 8/1/2023 - 1/31/2024

Multi-Year Project/Event? No

Permits Required, if any: Demolition and construction permits are required

Additional Comments: Campbell Chapel’s COFA was approved on June 8, 2023. Once the conditions of the COFA conditions has been addressed, we will apply for demolition and construction permits.

## TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

### FINANCIAL INFORMATION

Project/Event Line Item Budget [Campbell Chapel Restoration Budget.pdf](#)

Most Recent Fiscal Year Balance Sheet and Profit and [Historic Chapel - Income and Balance Sheets.pdf](#)

Loss Accounting  
Statement

Financial [Minutes Abstract.pdf](#)  
Guarantee

*Applicant must provide a copy of official minutes wherein the sponsoring organization approves the project and commits the organization to financial responsibility for carrying it out to the stage of completion.*

(Section Break)

**Please list all contributions made to the project/event by the sponsoring organization. This shall include both monetary and in-kind goods and/or services, as applicable.**

Contribution	Campbell Chapel
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Amount/Value	\$48,000
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Contribution	Palmetto Bank
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Amount/Value	\$10,000
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Have you requested, received or been awarded funding from other sources or organizations (including additional ATAX funds from other local entities) for this project/event?	Yes
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If yes, please list all sources and amounts:

Funding Source	Beaufort County
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Amount	\$140,000
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Funding Source	Field not completed.
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Amount	Field not completed.
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Funding Source	Field not completed.
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Amount	Field not completed.
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Funding Source	Field not completed.
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Amount	Field not completed.
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## TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

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### PRIOR RECIPIENT'S REPORT

If your organization has received ATAX funding from the Town of Bluffton in previous years, you must complete the below information. Only the information for the most recent round of funding is required.

If you have not received ATAX funding from the Town of Bluffton, please answer "No" and skip this section, and sign and submit your application.

Has your organization previously received ATAX funds from the Town of Bluffton?	No
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## TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

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**All applicants will be required to come before the Accommodations Tax Advisory Committee (ATAC) and answer any and all questions when scheduled to do so.**

**Any organization awarded funds for advertising/marketing must incorporate the Bluffton Heart of the Lowcountry brand logo in all promotional materials and advertising.**

**The South Carolina Freedom of Information Act (FOIA) defines a “public body” as any organization or corporation supported in whole or in part by public funds or expending public funds. If awarded, your organization's acceptance of public funds from the Town of Bluffton may cause your organization to come within the meaning of “public body” as defined by the Freedom of Information Act. S.C. Code Ann. §30-4-10, et seq. (Supp. 2002).**

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Accordingly, this is to advise that by accepting public funds, your organization may be subject to the South Carolina Freedom of Information Act.

By submitting this application, the organization certifies that it has read and understands the paragraphs above. The organization additionally certifies that it does not discriminate in any manner on the basis of race, color, national origin, age, sex, disability, religion, or language and that all funds that may be received by the applicant organization from the Town of Bluffton, South Carolina will be solely used for the purposes set forth in this application and will comply with all laws and statutes, including the South Carolina Code of Laws regarding Allocations of Accommodations Tax Revenues.

---

By typing your name below, you are signing this application electronically. You agree that your electronic signature is the legal equivalent of your manual signature on this application.

---

Signature	Jon R Black
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Signatory's Title or Position	Pastor
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Email not displaying correctly? [View it in your browser.](#)



**Department of the Treasury**  
**Internal Revenue Service**  
**Tax Exempt and Government Entities**  
P.O. Box 2508  
Cincinnati, OH 45201

CAMPBELL CHAPEL COMMUNITY  
DEVELOPMENT MINISTRY  
P O BOX 83  
BLUFFTON, SC 29910

**Date:**  
02/01/2021  
**Employer ID number:**  
82-3632224  
**Person to contact:**  
Name: Jason Sammons  
ID number: 31616  
Telephone: (877) 829-5500  
**Accounting period ending:**  
December 31  
**Public charity status:**  
170(b)(1)(A)(vi)  
**Form 990 / 990-EZ / 990-N required:**  
Yes  
**Effective date of exemption:**  
May 15, 2020  
**Contribution deductibility:**  
Yes  
**Addendum applies:**  
No  
**DLN:**  
26053627004990

Dear Applicant:

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

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

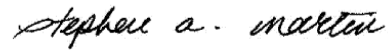
Based on the information you submitted with your application, we approved your request for reinstatement under Revenue Procedure 2014-11. Your effective date of exemption, as listed at the top of this letter, is retroactive to your date of revocation.

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

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

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

Sincerely,

A handwritten signature in black ink that reads "Stephen A. Martin". The signature is written in a cursive, slightly slanted style.

Stephen A. Martin  
Director, Exempt Organizations  
Rulings and Agreements



# TOWN OF BLUFFTON

March 02, 2023

DATE ISSUED

April 30, 2024

EXPIRES

LIC-03-23-047941

LICENSE NUMBER

016154-2019

BUSINESS ID

**Campbell Chapel Community Development Ministry**

COMPANY NAME

**Campbell Chapel Community Development Ministry**

DBA NAME

**Non Profit - Other Similar Organizations (except Business, Professional,  
Labor, and Political Organizations)**

BUSINESS TYPE

**Non-Profit Ministry**

DESCRIPTION/CONDITIONS

25 Boundary ST

Bluffton SC 29910

BUSINESS LOCATION

PO Box 83

Bluffton SC 29910

MAILING LOCATION

ALL BUSINESSES LOCATED IN THE TOWN OF BLUFFTON MUST POST THE BUSINESS LICENSE IN A VISIBLE LOCATION WITHIN THE BUSINESS LOCATION AS REFERENCED ABOVE AND IS VALID FOR THIS LOCATION ONLY. ALL BUSINESSES LOCATED OUTSIDE THE TOWN OF BLUFFTON MUST KEEP A CURRENT COPY WHILE CONDUCTING BUSINESS INSIDE THE TOWN OF BLUFFTON. CHANGE IN LOCATION OR OWNERSHIP REQUIRES A NEW LICENSE. IF THE BUSINESS IS CLOSED, CONTACT OUR OFFICE AT 843-706-4501 TO UPDATE ACCOUNT.

## Section 6-21 Purpose and Duration of Business License

The business license levied by this ordinance is for the purpose of providing such regulation as may be required for the business subject thereto and for the purpose of raising revenue for the general fund through a privilege tax. Each license shall be issued for one (1) calendar year ending December 31. The provisions of this ordinance and the rates herein shall remain in effect from year to year as amended by Town Council.

## Renewal Process

Renewal notices are mailed in January of each year to all active businesses.

## Section 6-22-A License Tax

The required license tax shall be paid for each business subject hereto according to the applicable rate classification on or before the thirtieth (30th) day of April in each year.

Campbell Chapel Community Development Ministry  
PO Box 83  
Bluffton SC 29910

Construction within the Town of Bluffton  
shall only occur during the hours of  
7:00am - 7:00pm Monday thru Saturday  
and 12:00pm - 7:00pm on Sunday.

FUTURE RESTORATION or REHABILITATION ITEM	ITEM TOTALS	PHASE I SELECTIVE REMOVALS (INT. & EXT.)	PHASE II STRUCTUCTURAL REPAIRS	PHASE III EXTERIOR RESTORATION	PHASE IV INTERIOR ROUGH- IN (FRAMING & MEP)	PHASE V INTERIOR FINISHES	TOTALS
<b>01000 GENERAL CONDITIONS</b>							
Project Management	\$ 108,000.00	\$ 13,273.20	\$ 5,065.20	\$ 44,139.60	\$ 17,085.60	\$ 28,436.40	\$ 108,000.00
Storage container(s)	\$ 5,400.00	\$ 663.66	\$ 253.26	\$ 2,206.98	\$ 854.28	\$ 1,421.82	\$ 5,400.00
Chemical toilets	\$ 1,350.00	\$ 165.92	\$ 63.32	\$ 551.75	\$ 213.57	\$ 355.46	\$ 1,350.00
Waste Desposal Fee	\$ 9,000.00	\$ 6,120.00	\$ 720.00	\$ 720.00	\$ 720.00	\$ 720.00	\$ 9,000.00
Jobsite truck/fuel	\$ 5,400.00	\$ 663.66	\$ 253.26	\$ 2,206.98	\$ 854.28	\$ 1,421.82	\$ 5,400.00
Man Lift Rental	\$ 16,875.00	\$ 4,218.75	\$ -	\$ 12,656.25			\$ 16,875.00
Small tools & supplies	\$ 5,625.00	\$ 691.31	\$ 263.81	\$ 2,298.94	\$ 889.88	\$ 1,481.06	\$ 5,625.00
Mobilization/Temporary Protection	\$ 8,012.50	\$ 984.74	\$ 375.79	\$ 3,274.71	\$ 1,267.58	\$ 2,109.69	\$ 8,012.50
Permits/Licenses	\$ 5,625.00		\$ 5,625.00				\$ 5,625.00
Scaffolding Erection/Dismantling	\$ 25,620.00	\$ 3,148.70	\$ 1,201.58	\$ 10,470.89	\$ 4,053.08	\$ 6,745.75	\$ 25,620.00
Housing	\$ 20,250.00	\$ 2,488.73	\$ 949.73	\$ 8,276.18	\$ 3,203.55	\$ 5,331.83	\$ 20,250.00
<b>02000 SITEWORK &amp; SELECTIVE REMOVALS</b>							
Addition Removals	\$ 84,375.00	\$ 84,375.00					\$ 84,375.00
Interior Removals	\$ 22,487.50	\$ 22,487.50					\$ 22,487.50
Exterior Removals	\$ 12,087.50	\$ 12,087.50					\$ 12,087.50
Front Porch Slab Removal	\$ 8,745.00	\$ 8,745.00					\$ 8,745.00
Chimney Removal (in attic)	\$ 912.50	\$ 912.50					\$ 912.50
Landscaping & Hardscaping	\$ 56,250.00					\$ 56,250.00	\$ 56,250.00
<b>03000 CONCRETE/FOUNDATIONS</b>							
Concrete Step Repair	\$ 1,922.50			\$ 1,922.50			\$ 1,922.50
Foundation Repair	\$ 19,700.00		\$ 19,700.00				\$ 19,700.00
Foundation Repointing	\$ 4,242.50		\$ 4,242.50				\$ 4,242.50
<b>05000 METALS</b>							
Misc. Metals	\$ 22,500.00			\$ 22,500.00			\$ 22,500.00
<b>06000 CARPENTRY</b>							
Framing Repairs	\$ 32,050.00		\$ 25,640.00		\$ 6,410.00		\$ 32,050.00
Exterior Carpentry	\$ 32,050.00			\$ 32,050.00			\$ 32,050.00
Interior Carpentry	\$ 69,725.00				\$ 6,972.50	\$ 62,752.50	\$ 69,725.00
Bell Tower	\$ 18,837.50			\$ 18,837.50			\$ 18,837.50

Siding Repairs	\$ 11,132.50			\$ 11,132.50			\$ 11,132.50
Front Porch Repairs	\$ 43,300.00			\$ 43,300.00			\$ 43,300.00
Flooring Repairs (sanctuary in-kind)	\$ 26,450.00					\$ 26,450.00	\$ 26,450.00
Flooring Repairs (bell tower)	\$ 1,322.50		\$ 1,322.50				\$ 1,322.50
<b>07000 THERMAL &amp; MOISTURE PROTECTION</b>							
Roof Replacement (metal)	\$ 119,700.00			\$ 119,700.00			\$ 119,700.00
Flashing	\$ 6,612.50			\$ 6,612.50			\$ 6,612.50
<b>08000 DOORS &amp; WINDOWS</b>							
Window Replacement	\$ 160,710.00			\$ 160,710.00			\$ 160,710.00
Exterior Door Repairs	\$ 14,685.00			\$ 14,685.00			\$ 14,685.00
New Doors (Interior & Exterior)	\$ 14,685.00			\$ 7,342.50		\$ 7,342.50	\$ 14,685.00
<b>09000 FINISHES</b>							
Exterior Paint	\$ 47,225.00			\$ 47,225.00			\$ 47,225.00
Interior Paint	\$ 44,412.50					\$ 44,412.50	\$ 44,412.50
Floor Refinishing	\$ 28,125.00					\$ 28,125.00	\$ 28,125.00
<b>13000 SPECIAL CONSTRUCTION</b>							
ADA Access	\$ 33,750.00				\$ 16,875.00	\$ 16,875.00	\$ 33,750.00
<b>15400 PLUMBING</b>							
Plumbing & Restrooms (removals)	\$ 11,250.00	\$ 11,250.00					\$ 11,250.00
<b>15700 MECHANICAL</b>							
Mechanical	\$ 112,500.00				\$ 78,750.00	\$ 33,750.00	\$ 112,500.00
<b>16000 ELECTRICAL</b>							
Electrical (rehabilitation)	\$ 112,500.00				\$ 78,750.00	\$ 33,750.00	\$ 112,500.00
Light Fixtures	\$ 22,500.00				\$ 11,250.00	\$ 11,250.00	\$ 22,500.00
<b>PROJECT SUBTOTALS</b>	\$ 1,407,902.50	\$ 172,276.16	\$ 65,675.94	\$ 572,819.77	\$ 228,149.32	\$ 368,981.32	\$ 1,407,902.50
Contingency (10%)	\$ 140,790.25	\$ 17,227.62	\$ 6,567.59	\$ 57,281.98	\$ 22,814.93	\$ 36,898.13	\$ 140,790.25
<b>PROJECT TOTAL</b>	<b>\$ 1,548,692.75</b>	<b>\$ 189,503.77</b>	<b>\$ 72,243.53</b>	<b>\$ 630,101.75</b>	<b>\$ 250,964.25</b>	<b>\$ 405,879.45</b>	<b>\$ 1,548,692.75</b>
<b>FUTURE RESTORATION or REHABILITATION ITEM</b>	<b>ITEM TOTALS</b>	<b>PHASE I SELECTIVE REMOVALS (INT. &amp; EXT.)</b>	<b>PHASE II STRUCTUCTURAL REPAIRS</b>	<b>PHASE III EXTERIOR RESTORATION</b>	<b>PHASE IV INTERIOR ROUGH- IN (FRAMING &amp; MEP)</b>	<b>PHASE V INTERIOR FINISHES</b>	<b>TOTALS</b>

## Campbel Chapel Historic Chapel

**Income Statement**

Dec. 31, 2022 and Dec 31, 2021]

<b>Revenue</b>	<b>2022</b>	<b>2021</b>
Grants		\$ 7,500.00
Corporate Contributions		
Individual Contributions	\$ 1,000.00	
Dividends and Interest	\$ 594.82	\$ 100.92
Other revenue		
<b>Total Revenues</b>	<b>\$ 1,594.82</b>	<b>\$ 7,600.92</b>

<b>Expenses</b>		
Program Expense	\$ 20,739.10	\$ 41,935.00
Investment Fees	\$ 0.27	
Administrative Fees	\$ 930.85	\$ 1,635.53
Other		
<b>Total Expenses</b>	<b>\$ 21,670.22</b>	<b>\$ 43,570.53</b>

<b>Net Income</b>	<b>\$ (20,075.40)</b>	<b>\$ (35,969.61)</b>
-------------------	-----------------------	-----------------------

## Historic Campbell Chapel

## Balance Sheet

Date: Jan. 31, 2023

Assets		2022	2021
<b>Current Assets</b>			
Cash	\$	9,670.01	\$ 23,260.68
Accounts receivable			
Inventory			
Prepaid expenses			
Short-term investments			
<i>Total current assets</i>	\$	9,670.01	\$ 23,260.68
<b>Fixed (Long-Term) Assets</b>			
Long-term investments	\$	84,742.34	\$ 91,227.07
Property, plant, and equipment (Less accumulated depreciation)	\$	750,000.00	\$ 750,000.00
Intangible assets			
<i>Total fixed assets</i>	\$	834,742.34	\$ 841,227.07
<b>Other Assets</b>			
Deferred income tax			
Other			
<i>Total Other Assets</i>	\$	-	\$ -
<b>Total Assets</b>		<b>\$ 844,412.35</b>	<b>\$ 864,487.75</b>
<b>Liabilities and Owner's Equity</b>			
<b>Current Liabilities</b>			
Accounts payable	\$	-	
Short-term loans			
Income taxes payable			
Accrued salaries and wages			
Unearned revenue			
Current portion of long-term debt			
<i>Total current liabilities</i>	\$	-	\$ -
<b>Long-Term Liabilities</b>			
Long-term debt	\$	-	
Deferred income tax			
Other			
<i>Total long-term liabilities</i>	\$	-	\$ -
<b>Total Liabilities and Owner's Equity</b>		<b>\$ -</b>	<b>\$ -</b>





# *Campbell Chapel*

## *African Methodist Episcopal Church*

25 Boundary Street

P. O. Box 83

Bluffton, SC 29910

**The Reverend Doctor Jon R. Black**  
**Pastor**



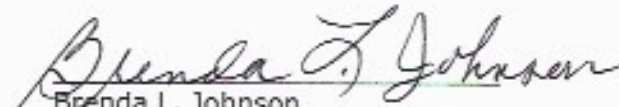
June 8, 2023

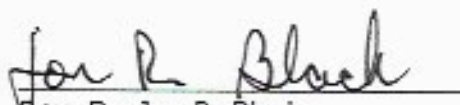
To Whom It May Concern:

The following was abstracted from the May 23, 2023 minutes of the Historic Campbell Chapel Steering Committee:

Ron Newsome (Fundraising Chair) discussed applying to the Town of Bluffton for an ATAX Grant in the amount of \$200,000.00. This grant would require a 50/50 match from the congregation. The funds from the Pledge Rally can be used to match this grant. The current goal for the Pledge Rally is \$200,000.

A motion was made by Lucille Kannick and a second by Ahmad Ward to apply for the Town of Bluffton's ATAX Grant. The motion was unanimously approved by the members of the board.

  
Brenda L. Johnson  
Church Secretary

  
Rev. Dr. Jon R. Black  
Pastor

# ACCOMMODATIONS TAX ADVISORY COMMITTEE

## STAFF REPORT

### Department of Finance & Administration



MEETING DATE: August 15, 2023  
 SUBJECT: Campbell Chapel Community Development: Restoration of Historic Campbell Chapel  
 PROJECT MANAGER: Shannon Milroy, Budget & Procurement Analyst

Summarized below is the application from Campbell Chapel Community Development for Accommodations Tax grant dollars in support of the "Restoration of the Historic Campbell Chapel".

**Requested Amount: \$200,000**

Campbell Chapel Community Development	Total Budget	Requested ATAX Grant (approx. 13% of event budget)
Facilities for Civic and Cultural Events	\$1,550,000	\$200,000
<b>Total</b>	<b>\$1,550,000</b>	<b>\$200,000</b>

**Eligible "Tourism-Related Expenditures" per South Carolina Code of Laws:**

Facilities for Civic and Cultural Events:

**Total Budget: \$1,550,000**

Project costs are broken into five (5) phases and based on a proposed budget created by the project architect, James O. McGhee, and Landmark Preservation LLC for the restoration of the Historic Campbell Chapel to its 1874 condition. Funds would allow for the completion of Phase I (\$189,503.77) & a portion of Phase II (\$10,496.23) of the project.

Tourism Draw %: Not yet measurable as construction not yet complete.

Benefit to Tourism: Once restored, the Chapel will be a museum-like structure available for daily tours, community meetings, destination weddings and cultural and educational events. It will also transform into the Gullah Geechee Village during Bluffton festivals, which will provide tourists the opportunity to experience African American history, culture, art, music, dance and cuisine.

Self-Sufficiency % (Financial Need): Requesting approximately 13% of the total project budget; an ATAX grant from Beaufort County was awarded (\$140,000) as well as contributions from Palmetto Bank (\$10,000) and the sponsoring organization (\$48,000).

**Table Rating (Scores 0-5 with 5 satisfying the qualifications best, exception Advertising 0-15)**

Amount Recommended	Tourist Facilities (15)	Tourism Draw % (5)	Benefit to Tourism (5)	Self-Sufficiency % (5)	Misc. (10)	Total of 40 possible	Comments
\$130,873.65	13	4	5	3	7	32	

## Previous Funding Amounts - Campbell Chapel Community Development

Fiscal Year	Amount Requested	% of Budget	Advisory Committee Recommendation	Town Council Approved	Expended	Comments
N/A						

## Accommodations Tax Committee Recommendations and Comments:

---

The Committee recommends funding \$130,873.65 for facilities for civic and cultural event expenses.





**TOWN OF BLUFFTON, SOUTH CAROLINA  
ACCOMMODATIONS TAX GRANT APPLICATION**

**PLEASE NOTE:** Entities may use this hard copy version of the Town's Accommodations Tax Grant Application in preparation of completing and submitting their full application online. Once the online application has been started, there is not an option to save your work and finish later. Therefore, this version has been made available as a tool to compile the necessary information. All required questions and documents are marked with an asterisk (\*). Please refer to the "Online ATAX Grant Application Instructions" on the Town's web site for additional guidance.

**APPLICATION PAGE 1:**

Application Date\*

6/23/2023

Full Legal Organization Name\*

Boys and Girls of the Lowcountry

Project Name\*

Bike Bluffton

Total Project Costs\*

\$29,650.00

Total ATAX Funds Requested\*

\$21,650.00

Percent of Total Budget\*

(The application will calculate this for you)

Address\*

100 H.E. McCracken Circle, Bluffton SC 29910

Applicant must be designated as a non-profit entity to receive ATAX funds. Please include a copy of your organization's non-profit status, such as your IRS Designation Letter.\*

(You will upload a copy of your non-profit status documentation here.)

Please upload a copy of your current Town of Bluffton Business License, which is required of all applicants.\*

(You will upload a copy of your Town Business License here.)

Organization Primary Point of Contact\*

Mollie Sandman

Title\*

Board President

Phone Number\*

843-290-2003

E-Mail Address\*

msandman@southatlantic.bank

Organization Secondary Point of Contact

Doug Pace

Title

Committee Chair

Phone Number

404-661-5225

E-Mail Address

dougpace55@aol.com

**APPLICATION PAGE 2:**

Project Description:\*

"Bike Bluffton" is a fund-raising event being held by the Boys and Girls Club of Bluffton on Sunday, November 5th. It is a cycling ride that allows participants to choose their distance and follow designated routes through Bluffton. Last year was our inaugural event, bringing riders from as far as Carmel, Indiana, Chester Pennsylvania, and Livingston, Texas as well as several local participants. "Bike Bluffton" is modeled after our sister Club on Hilton Head's event "Pedal Hilton Head." With its now 15 year history, Pedal draws in over 700 riders from areas all around the Southeast.

This year, "Bike Bluffton" will again have a 2-mile family fun ride, along with 10, 30, and 62-mile rides, all starting from the Boys and Girls Club of Bluffton location. The various routes will incorporate Palmetto Bluff and Sun City and be assisted with guidance from the Bluffton Police Department. The Bluffton PD was a part of our event last year and offered suggestions for improvements and great enthusiasm for serving in the event this year.

In last year's inaugural event, we saw 310 riders and a net fund-raising income for "Bike Bluffton" of \$54,701. Our goal in 2023 is to increase participation to a total of 400 riders and a net fund-raise of \$78,450.

Impact on or Benefit to Tourism:\*

Participants from our inaugural event in 2022 came from areas in the Atlanta and Jacksonville markets, and extended as far as Texas, Ohio, Pennsylvania, and Indiana. These riders required accommodations for 1-2 nights to allow for the events early start time of 8 am. While here, attendees were able to enjoy the beauty of Bluffton and experience what we all know as the Heart of the Lowcountry. In 2023, we intend to expand our reach to pull in additional visitors and participants from at least 2 to 4 hours outside of our market, with a focus on a large cycling club in Atlanta, which may involve up to 200 riders in and of itself. The goal of Bike Bluffton is to see between 40 and 50 percent of its riders from areas outside of the Lowcountry.

"Tourist" means a person who does not reside within the corporate limits of the Town or within a Town zip code that takes a trip into the corporate limits of the Town for any purpose, except daily commuting to and from work.

"Travel" and "Tourism" mean the action and activities of people taking trips outside their home communities for any purpose, except daily commuting to and from work.

Project/Event State Date\*

11/5/2023

Project/Event Completion Date\*

11/5/2023

Multi-Year Project/Event?\*

Yes

☐

No

☒

Permits Required, if any\*

Special Event Registration Bluffton Township (Submitted)

Additional Comments:

The Boys and Girls Club of Bluffton serves children in our community ages 6 through 18. We have total current a membership of 275 and offer programs in literacy, math, mentoring, sports, arts, and ESOL, just to name a few. We offer a robust summer program that is currently in full swing. The vast majority of our annual budget is raised through fund-raising and donations and, with the assistance of ATAX, we believe Bike Bluffton has the potential to meet and possibly exceed it's growth goals by effectively using marketing dollars to attract significant participation from outside of our market.

**APPLICATION PAGE 3:****FINANCIAL INFORMATION**

Project/Event Line Item Budget\*

(You will upload a copy of your budget documentation here.)

Most Recent Fiscal Year Balance Sheet and Profit and Loss Accounting Statement\*

(You will upload copies of the aforementioned documentation here.)

Financial Guarantee\*

(You will upload a copy of your board minutes, etc. here.)

Please list all contributions made to the project/event by the sponsoring organization. This shall include both monetary and in-kind goods and/or services, as applicable.

Contribution\*

See additional comments on final page

Amount/Value\*

Contribution\*

Amount/Value\*

Have you requested, received or been awarded funding from other sources or organizations (including additional ATAX funds from other local entities) for this project/event?\* ☐ Yes ☒ No

If yes, please list all other sources and amounts:

Funding Source\*

See additional comments on final page

Amount\*

Funding Source

Amount

Funding Source

Amount

Funding Source

Amount

**APPLICATION PAGE 4:****PRIOR RECIPIENT'S REPORT**

If your organization has received ATAX funding from the Town of Bluffton in previous years, you must complete the below information. Only the information for the most recent round of funding is required.

If you have not received ATAX funding from the Town of Bluffton, please answer "No" and skip this section and sign and submit your application.

Has your organization previously received ATAX funds from the Town of Bluffton?\* ☒ Yes ☐ No

Project/Event Name  Year

Amount Awarded  Was Project Completed? ☒ Yes ☐ No

If project was not completed, please explain:

How were the funds used?

ATAX funds were used to cover the expenses of utilizing a marketing professional to advertise via social media, print media, email pushes, and solicitations to surrounding market cycling clubs as well as out of market clubs.

What impact did this project/event have on the community or benefit tourism? Describe how tourism data was measured.

Over 125 registered participants of Bike Bluffton and their spouses, partners or families traveled from outside the Beaufort County area as far as Texas, Indiana, and Ohio. The Bike Bluffton co-chair reserved two room blocks at two different hotels in Bluffton where guests had the opportunity to book discounted rooms for the weekend. Since the cycling event starts at 8 am Sunday, most out-of-towners made a weekend visit to Bluffton and booked these rooms. Tourists not only booked hotel rooms, but were patrons of Bluffton restaurants, shops, and businesses.

Please provide the project/event budgets for the previous two (2) years.

(You will upload copies of your budget documentation here.)

Additional Comments

In our 2022 Bike Bluffton event, the following businesses provided corporate sponsorships:

May River Dermatology, Dollenberg Properties/Keller Williams Luxury, MBC Pools, Eastman Marine, Lab Cyclery, Mercedes-Benz of Hilton Head, South Atlantic Bank, Coastal Pediatric Dentistry, Kelly Caron Designs, Mikkelson Law Firm, Turn 1 Autocare, The Have Boutique, Shoreline Construction, Maginnis Orthodontics, Binya Boutique, Davis and Wine Dental Associates, The UPS Store, Hilton Head Moving and Storage, Hilton Head Monthly, Sea Smiles Pediatric Dentistry, Pedals Hilton Head (trade - bikes), and Oceanwoods Landscape.

The South Carolina Freedom of Information Act (FOIA) defines a "public body" as any organization or corporation supported in whole or in part by public funds or expending public funds. If awarded, your organization's acceptance of public funds from the Town of Bluffton may cause your organization to come within the meaning of "public body" as defined by the Freedom of Information Act. S.C. Code Ann. §30-4-10, et seq. (Supp. 2002). Accordingly, this is to advise that by accepting public funds, your organization may be subject to the South Carolina Freedom of Information Act.

By submitting this application, the organization certifies that it has read and understands the paragraph above. The organization additionally certifies that it does not discriminate in any manner on the basis of race, color, national origin, age, sex, disability, religion or language and that all funds that may be received by the applicant organization from the Town of Bluffton, South Carolina will be solely used for the purposes set forth in this application and will comply with all laws and statutes, including the South Carolina Code of Laws regarding Allocations of Accommodations Tax Revenues.

All applicants will be required to make a verbal presentation to the Accommodations Tax Advisory Committee and answer any and all questions when scheduled to do so.

By typing your name below, you are signing this application electronically. You agree that your electronic signature is the legal equivalent of your manual signature on this application.\*



(Signature Box)\*

Boys & Girls Club of Bluffton Board President

(Signatory's Title or Position)\*



CINCINNATI OH 45999-0038

In reply refer to: 0248222395  
Dec. 03, 2013 LTR 4168C 0  
57-0811876 000000 00  
00024095  
BODC: TE

BOYS AND GIRLS CLUBS OF LOWCOUNTRY  
INC  
PO BOX 21909  
HILTON HEAD SC 29925



069019

Employer Identification Number: 57-0811876  
Person to Contact: MISS CONVERSE  
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Nov. 21, 2013, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(03) of the Internal Revenue Code in a determination letter issued in July 1986.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

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 sections 2055, 2106, and 2522 of the Code.

Please refer to our website [www.irs.gov/eo](http://www.irs.gov/eo) for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

0248222395  
Dec. 03, 2013 LTR 4168C 0  
57-0811876 000000 00  
00024096

BOYS AND GIRLS CLUBS OF LOWCOUNTRY  
INC  
PO BOX 21909  
HILTON HEAD SC 29925

If you have any questions, please call us at the telephone number  
shown in the heading of this letter.

Sincerely yours,



Richard McKee, Department Manager  
Accounts Management Operations



# TOWN OF BLUFFTON

March 07, 2023

DATE ISSUED

April 30, 2024

EXPIRES

LIC-03-23-048064

LICENSE NUMBER

12797

BUSINESS ID

**Boys & Girls Club of Bluffton**

COMPANY NAME

**T.G.I.G. (Thank God It's Green)**

DBA NAME

**Non Profit - Fruit & Vegetable Markets**

BUSINESS TYPE

**NON PROFIT**

DESCRIPTION/CONDITIONS

 100 HE MCCracken CIR  
 BLUFFTON SC 29910

BUSINESS LOCATION

 P.O. Box 1908  
 BLUFFTON SC 29910

MAILING LOCATION

ALL BUSINESSES LOCATED IN THE TOWN OF BLUFFTON MUST POST THE BUSINESS LICENSE IN A VISIBLE LOCATION WITHIN THE BUSINESS LOCATION AS REFERENCED ABOVE AND IS VALID FOR THIS LOCATION ONLY. ALL BUSINESSES LOCATED OUTSIDE THE TOWN OF BLUFFTON MUST KEEP A CURRENT COPY WHILE CONDUCTING BUSINESS INSIDE THE TOWN OF BLUFFTON. CHANGE IN LOCATION OR OWNERSHIP REQUIRES A NEW LICENSE. IF THE BUSINESS IS CLOSED, CONTACT OUR OFFICE AT 843-706-4501 TO UPDATE ACCOUNT.

## **Section 6-21 Purpose and Duration of Business License**

The business license levied by this ordinance is for the purpose of providing such regulation as may be required for the business subject thereto and for the purpose of raising revenue for the general fund through a privilege tax. Each license shall be issued for one (1) calendar year ending December 31. The provisions of this ordinance and the rates herein shall remain in effect from year to year as amended by Town Council.

## **Renewal Process**

Renewal notices are mailed in January of each year to all active businesses.

## **Section 6-22-A License Tax**

The required license tax shall be paid for each business subject hereto according to the applicable rate classification on or before the thirtieth (30th) day of April in each year.

T.G.I.G. (Thank God It's Green)

P.O. Box 1908

BLUFFTON SC 29910

Construction within the Town of Bluffton shall only occur during the hours of 7:00am - 7:00pm Monday thru Saturday and 12:00pm - 7:00pm on Sunday.

BIKE BLUFFTON ACTUAL VERSES BUDGET - FINAL RESULTS					11/15/2022	BB 2023		
REVENUE:	BUDGET	ACTUAL	VARIANCE	COMMENTS		BUDGET	+/- 2022	COMMENTS
SPONSORSHIPS	10,000	31,050	21,050			35,000	3,950	
ATAK GRANT	10,000	10,000	0	5,000 rec'd		20,000	10,000	
PARTICIPATION	17,500	20,343	2,843	includes 17 B4K riders		26,600	6,257	380 @ \$70
BIKE 4 A KID	6,000		-6,000			6,000	6,000	20 B4K
DONATIONS	3,000	19,966	16,966	8106 online, 11860 rec'd in LC office		20,000	34	
OTHER	0	1,275	1,275	Jersey sales		500	(775)	
<b>TOTAL REVENUE</b>	<b>46,500</b>	<b>82,634</b>	<b>36,134</b>			<b>108,100</b>	<b>25,466</b>	
<b>EXPENSES:</b>						-	-	
BB TEE SHIRTS	3,000	2,848	-152	300 TEES		4,000	1,152	400 @ \$10
BIKE 4 A KID JERSEYS	900	1,640	740	5 samples, 17 B4K, 19 purchased		2,100	460	30 @ \$70
LIBBY O MARKETING	12,300	12,300	0	Agreement		9,000	(3,300)	
ADVERTISING	4,000	2,098	-1,902	Details provided		6,550	4,452	
SPONSORS FLAGS	0	2,600	2,600			1,500	(1,100)	
FOOD & BEVERAGE	1,000	2565	1,565	Food trucks, SAB provided rest stops food		3,500	935	
OTHER	0	1482	1,482	AA 454,	Route signs 1028	3,000	1,518	
<b>TOTAL EXPENSES</b>	<b>\$21,200</b>	<b>\$25,533</b>	<b>4,333</b>			<b>29,650</b>	<b>4,117</b>	
<b>NET INCOME</b>	<b>\$25,300</b>	<b>\$57,101</b>	<b>31,801</b>			<b>78,450.00</b>	<b>21,349.00</b>	
PERFORMANCE BONUS FOR LIBBY		2,350						
DJ TIP		50						
<b>NET RESULTS</b>		<b>54,701</b>						

**B&GC BLUFFTON  
FINANCIAL SUMMARY  
5/31/2023  
Final**

**\$000's**

<b>Cash</b>	<b><u>5/31/2023</u></b>
Reserve	103.1
Operating	173.1
Restricted	<u>238.0</u>
<b>Total Cash</b>	<b><u>514.2</u></b>

	Month <u>May Actual</u>	Month <u>May Budget</u>	<u>Fav (Unfav)</u>	YTD <u>May Actual</u>	YTD <u>May Budget</u>	YTD <u>Fav (Unfav)</u>	YTD <u>May 2022</u>	Full Year 2022/2023 <u>Budget</u>	Full Year 2021/2022 <u>Actual</u>
<b>Income</b>									
General Donations	17.3	7.0	10.3	228.1	323.3	(95.2)	391.8	381.9	186.7
Special Events	34.2	0.0	34.2	97.4	170.0	(72.6)	40.7	260.0	140.1
General Appeals	0.0	20.0	(20.0)	61.7	104.0	(42.3)	87.0	149.0	104.6
Trusts, Foundations & Gov't	0.0	3.0	(3.0)	46.2	92.5	(46.3)	83.1	104.5	36.7
United way	0.0	0.0	0.0	3.9	0.0	3.9	7.6	0.0	13.8
Miscellaneous	1.3	3.5	(2.2)	2.1	5.4	(3.3)	13.5	6.1	198.2
Program & Membership	82.8	23.2	59.6	279.6	184.0	95.6	192.3	285.4	254.4
<b>Total Income</b>	<b><u>135.6</u></b>	<b><u>56.7</u></b>	<b><u>78.9</u></b>	<b><u>719.0</u></b>	<b><u>879.2</u></b>	<b><u>(160.2)</u></b>	<b><u>816.0</u></b>	<b><u>1,186.9</u></b>	<b><u>934.5</u></b>
Cost of Goods Sold	0.3	1.0	0.7	21.1	34.2	13.1	9.0	64.8	36.4
<b>Gross Profit</b>	<b><u>135.3</u></b>	<b><u>55.7</u></b>	<b><u>79.6</u></b>	<b><u>697.9</u></b>	<b><u>845.0</u></b>	<b><u>(147.1)</u></b>	<b><u>807.0</u></b>	<b><u>1,122.1</u></b>	<b><u>898.1</u></b>
<b>Expenses</b>									
Operating Expenses	62.3	67.2	4.9	516.3	573.5	57.2	489.0	866.0	795.4
Shared Services Allocation	21.3	21.3	0.0	170.7	170.7	0.0	90.0	256.1	129.9
<b>Total Expenses</b>	<b><u>83.6</u></b>	<b><u>88.5</u></b>	<b><u>4.9</u></b>	<b><u>687.0</u></b>	<b><u>744.2</u></b>	<b><u>57.2</u></b>	<b><u>579.0</u></b>	<b><u>1,122.1</u></b>	<b><u>925.3</u></b>
<b>Net Ordinary Income (Loss)</b>	<b><u>51.7</u></b>	<b><u>(32.8)</u></b>	<b><u>84.5</u></b>	<b><u>10.9</u></b>	<b><u>100.8</u></b>	<b><u>(89.9)</u></b>	<b><u>228.0</u></b>	<b><u>0.0</u></b>	<b><u>(27.2)</u></b>

**Boys & Girls Clubs of the Lowcountry, Inc.**  
**Bluffton - Statement of Support, Revenue & Expenses**

Modified Cash Basis

	May 23	Budget	\$ Over Budget	Oct '22 - May 23	YTD Budget	\$ Over Budget	Annual Budget
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
4000 · Raised Revenues from Donations							
4001 · Donations							
4005 · Donations - General	16,782.94	5,500.00	11,282.94	210,157.13	148,000.00	62,157.13	180,000.00
4010 · Donations - Civic Clubs	0.00	0.00	0.00	0.00	45,000.00	-45,000.00	49,600.00
4015 · Donations - Church Groups	500.00	1,500.00	-1,000.00	7,909.68	8,000.00	-90.32	10,000.00
4063 · Planned Giving	0.00	0.00	0.00	0.00	29,000.00	-29,000.00	29,000.00
4065 · Memorials & Bequests	0.00	0.00	0.00	10,075.00	93,300.00	-83,225.00	113,300.00
<b>Total 4001 · Donations</b>	<b>17,282.94</b>	<b>7,000.00</b>	<b>10,282.94</b>	<b>228,141.81</b>	<b>323,300.00</b>	<b>-95,158.19</b>	<b>381,900.00</b>
<b>Total 4000 · Raised Revenues from Donations</b>	<b>17,282.94</b>	<b>7,000.00</b>	<b>10,282.94</b>	<b>228,141.81</b>	<b>323,300.00</b>	<b>-95,158.19</b>	<b>381,900.00</b>
4030 · Special Events Revenue							
4030.1 · Special Event Revenue - Golf	0.00	0.00	0.00	5,900.00	0.00	5,900.00	65,000.00
4032 · Special Event Income - Golf	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
4032.1 · Special Event Raffle - Golf	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total 4030.1 · Special Event Revenue - Golf</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,900.00</b>	<b>0.00</b>	<b>5,900.00</b>	<b>75,000.00</b>
4034 · Special Events - Sporting	0.00	0.00	0.00	47,893.59	0.00	47,893.59	0.00
4035 · Special Events - Unrestricted	0.00	0.00	0.00	9,412.45	25,000.00	-15,587.55	25,000.00
4036.1 · Special Event Revenue - Spring	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4036 · Special Events-Spring Fundraise	33,182.44	0.00	33,182.44	33,182.44	0.00	33,182.44	0.00
4036.2 · Special Event -Gala Fund a Need	1,000.00	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00
4036.1 · Special Event Revenue - Spring - Other	0.00	0.00	0.00	0.00	145,000.00	-145,000.00	160,000.00
<b>Total 4036.1 · Special Event Revenue - Spring</b>	<b>34,182.44</b>	<b>0.00</b>	<b>34,182.44</b>	<b>34,182.44</b>	<b>145,000.00</b>	<b>-110,817.56</b>	<b>160,000.00</b>
<b>Total 4030 · Special Events Revenue</b>	<b>34,182.44</b>	<b>0.00</b>	<b>34,182.44</b>	<b>97,388.48</b>	<b>170,000.00</b>	<b>-72,611.52</b>	<b>260,000.00</b>
4045 · General Appeals	0.00	20,000.00	-20,000.00	61,733.52	104,000.00	-42,266.48	149,000.00
4050 · Trusts, Foundations & Government	0.00	3,000.00	-3,000.00	46,192.54	92,500.00	-46,307.46	104,500.00
<b>Total 4045 · General Appeals</b>	<b>0.00</b>	<b>20,000.00</b>	<b>-20,000.00</b>	<b>61,733.52</b>	<b>104,000.00</b>	<b>-42,266.48</b>	<b>149,000.00</b>
<b>Total 4050 · Trusts, Foundations &amp; Government</b>	<b>0.00</b>	<b>3,000.00</b>	<b>-3,000.00</b>	<b>46,192.54</b>	<b>92,500.00</b>	<b>-46,307.46</b>	<b>104,500.00</b>
4099 · Program & Membership Revenue							
4100 · Membership Dues & Fees	90.00	375.00	-285.00	1,505.00	1,375.00	130.00	1,375.00
4110 · Membership Dues	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4100 · Membership Dues & Fees - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total 4100 · Membership Dues &amp; Fees</b>	<b>90.00</b>	<b>375.00</b>	<b>-285.00</b>	<b>1,505.00</b>	<b>1,375.00</b>	<b>130.00</b>	<b>1,375.00</b>
4120 · Program Fees	82,067.59	22,833.33	59,234.26	276,099.09	182,666.64	93,432.45	274,000.00
4130 · Activity Fees Collected	600.00	0.00	600.00	1,944.00	0.00	1,944.00	10,000.00
<b>Total 4099 · Program &amp; Membership Revenue</b>	<b>82,757.59</b>	<b>23,208.33</b>	<b>59,549.26</b>	<b>279,548.09</b>	<b>184,041.64</b>	<b>95,506.45</b>	<b>285,375.00</b>
4500 · Miscellaneous Income							
4150 · Club Merchandising Income	1,355.00	2,000.00	-645.00	2,068.00	2,180.00	-112.00	2,890.00
4500 · Miscellaneous Income - Other	0.00	1,500.00	-1,500.00	-4.03	3,200.00	-3,204.03	3,200.00
<b>Total 4500 · Miscellaneous Income</b>	<b>1,355.00</b>	<b>3,500.00</b>	<b>-2,145.00</b>	<b>2,063.97</b>	<b>5,380.00</b>	<b>-3,316.03</b>	<b>6,090.00</b>
4995 · Income from United Way	0.00	0.00	0.00	3,917.22	0.00	3,917.22	0.00
<b>Total Income</b>	<b>135,577.97</b>	<b>56,708.33</b>	<b>78,869.64</b>	<b>718,985.63</b>	<b>879,221.64</b>	<b>-160,236.01</b>	<b>1,186,865.00</b>
<b>Cost of Goods Sold</b>							
5182 · Activity Fees Paid Out	215.63	0.00	215.63	215.63	0.00	215.63	10,000.00
5359 · Expenses - Special Events	0.00	0.00	0.00	0.00	0.00	0.00	15,600.00
5460 · Event Expense - Golf	0.00	0.00	0.00	500.00	0.00	500.00	0.00
5461 · Event Expense - Spring Event	0.00	0.00	0.00	17,221.15	0.00	17,221.15	0.00
5465 · Event Expense - Sporting Events	0.00	0.00	0.00	0.00	25,000.00	-25,000.00	25,000.00
5665 · Event Expense-Misc Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total 5359 · Expenses - Special Events</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>17,721.15</b>	<b>25,000.00</b>	<b>-7,278.85</b>	<b>40,600.00</b>
5470 · SAC Direct Expenses	0.00	0.00	0.00	0.00	200.00	-200.00	1,700.00
5475 · Donor Relations & Stewardship	100.14	1,000.00	-899.86	3,162.94	7,000.00	-3,837.06	10,000.00
5480 · Club Merchandising Expense	0.00	0.00	0.00	0.00	2,000.00	-2,000.00	2,500.00
<b>Total COGS</b>	<b>315.77</b>	<b>1,000.00</b>	<b>-684.23</b>	<b>21,099.72</b>	<b>34,200.00</b>	<b>-13,100.28</b>	<b>64,800.00</b>
<b>Gross Profit</b>	<b>135,262.20</b>	<b>55,708.33</b>	<b>79,553.87</b>	<b>697,885.91</b>	<b>845,021.64</b>	<b>-147,135.73</b>	<b>1,122,065.00</b>
<b>Expense</b>							
5000 · Payroll Expenses							
5005 · Compensation - Full Time	28,595.41	33,754.44	-5,159.03	255,000.07	286,204.65	-31,204.58	433,099.63
5010 · Compensation - Part Time	8,458.77	10,774.40	-2,315.63	86,403.53	87,159.84	-756.31	144,764.80
5019 · Employee Costs							
5020 · Health Benefits	3,258.34	4,025.33	-766.99	29,119.87	32,202.64	-3,082.77	48,303.96
5025 · Workers Comp Exp	495.31	630.47	-135.16	3,768.30	5,043.76	-1,275.46	7,565.64
5030 · Retirement/Pension	0.00	0.00	0.00	7,098.91	19,714.47	-12,615.56	26,285.96
5050 · Payroll Taxes	-406.75	3,406.46	-3,813.21	17,743.18	28,562.40	-10,819.22	44,206.65
5055 · SUTA Taxes	0.00	175.45	-175.45	553.88	1,974.58	-1,420.70	2,546.16
5019 · Employee Costs - Other	3,031.06	0.00	3,031.06	3,031.06	0.00	3,031.06	0.00
<b>Total 5019 · Employee Costs</b>	<b>6,377.96</b>	<b>8,237.71</b>	<b>-1,859.75</b>	<b>61,315.20</b>	<b>87,497.85</b>	<b>-26,182.65</b>	<b>128,908.37</b>
<b>Total 5000 · Payroll Expenses</b>	<b>43,432.14</b>	<b>52,766.55</b>	<b>-9,334.41</b>	<b>402,718.80</b>	<b>460,862.34</b>	<b>-58,143.54</b>	<b>706,772.80</b>
5113 · Advertising, Marketing & Promo	21.20	0.00	21.20	712.20	4,200.00	-3,487.80	5,600.00
5115 · Operating Supplies							
5120 · Office supplies	0.00	200.00	-200.00	732.70	1,600.00	-867.30	2,300.00
5130 · Housekeeping Supplies	1,088.60	300.00	788.60	2,968.61	5,000.00	-2,031.39	5,900.00
5140 · Medical Supplies	9.31	300.00	-290.69	21.29	900.00	-878.71	1,200.00
5150 · Program Supplies	739.26	500.00	239.26	2,325.12	2,200.00	125.12	3,000.00
5160 · Food Supplies	55.72	0.00	55.72	120.32	800.00	-679.68	1,100.00
5170 · Meeting Refreshments	0.00	500.00	-500.00	779.80	1,400.00	-620.20	1,550.00
5175 · Snack Expense	0.00	25.00	-25.00	740.92	200.00	540.92	300.00
5180 · Printing	490.43	500.00	-9.57	4,865.23	3,750.00	1,115.23	5,500.00
5184 · Awards	0.00	100.00	-100.00	25.00	800.00	-775.00	1,200.00
5185 · Postage	181.05	100.00	81.05	637.18	950.00	-312.82	1,350.00
<b>Total 5115 · Operating Supplies</b>	<b>2,564.37</b>	<b>2,525.00</b>	<b>39.37</b>	<b>13,216.17</b>	<b>17,600.00</b>	<b>-4,383.83</b>	<b>23,400.00</b>
5200 · Utilities							
5210 · Telephone	1,819.20	2,000.00	-180.80	12,285.25	11,450.00	835.25	15,950.00
5230 · Electric & Gas	2,675.92	2,000.00	675.92	19,577.11	14,575.00	5,002.11	22,900.00
5232 · Security	0.00	115.00	-115.00	2,353.36	7,240.00	-4,886.64	7,700.00
5235 · Water & Sewer	717.06	1,500.00	-782.94	5,410.32	4,400.00	1,010.32	5,550.00
<b>Total 5200 · Utilities</b>	<b>5,212.18</b>	<b>5,615.00</b>	<b>-402.82</b>	<b>39,626.04</b>	<b>37,665.00</b>	<b>1,961.04</b>	<b>52,100.00</b>

**Boys & Girls Clubs of the Lowcountry, Inc.**  
**Bluffton - Statement of Support, Revenue & Expenses**

Modified Cash Basis

	May 23	Budget	\$ Over Budget	Oct '22 - May 23	YTD Budget	\$ Over Budget	Annual Budget
5239 · Building & Ground Maintenance							
5240 · Grounds Maintenance	0.00	800.00	-800.00	1,050.00	6,400.00	-5,350.00	9,600.00
5241 · Outside Cleaning&Other Services	106.99	0.00	106.99	703.98	0.00	703.98	0.00
5250 · Equipment Repairs	0.00	200.00	-200.00	0.00	825.00	-825.00	1,125.00
5260 · Building Repairs	4,704.00	0.00	4,704.00	10,196.30	0.00	10,196.30	0.00
5239 · Building & Ground Maintenance - Other	0.00			343.41			
<b>Total 5239 · Building &amp; Ground Maintenance</b>	<b>4,810.99</b>	<b>1,000.00</b>	<b>3,810.99</b>	<b>12,293.69</b>	<b>7,225.00</b>	<b>5,068.69</b>	<b>10,725.00</b>
5300 · Insurance							
5309 · Insurance - Commercial Property	844.45	795.00	49.45	4,986.70	4,770.00	216.70	7,950.00
5310 · Insurance - General & Liability	0.00	0.00	0.00	2,929.88	3,047.00	-117.12	3,047.00
5311 · Insurance - Auto	717.34	895.00	-177.66	4,987.34	5,367.00	-379.66	8,947.00
5314 · Insurance - Umbrella	503.63	479.00	24.63	2,979.01	2,875.00	104.01	4,791.00
<b>Total 5300 · Insurance</b>	<b>2,065.42</b>	<b>2,169.00</b>	<b>-103.58</b>	<b>15,882.93</b>	<b>16,059.00</b>	<b>-176.07</b>	<b>24,735.00</b>
5420 · Travel Expense							
5048 · Conferences & Training	1,727.29	500.00	1,227.29	3,727.29	1,700.00	2,027.29	5,200.00
5421 · Mileage	0.00	200.00	-200.00	290.86	775.00	-484.14	1,075.00
5430 · Gas & Oil - Vehicles	0.00	200.00	-200.00	532.77	1,225.00	-692.23	1,925.00
<b>Total 5420 · Travel Expense</b>	<b>1,727.29</b>	<b>900.00</b>	<b>827.29</b>	<b>4,550.92</b>	<b>3,700.00</b>	<b>850.92</b>	<b>8,200.00</b>
5600 · Other Operating Expenses							
5049 · Staff Apparel	0.00	0.00	0.00	0.00	650.00	-650.00	1,150.00
5110 · Professional Fees	1,480.85	1,500.00	-19.15	13,895.70	14,650.00	-754.30	20,650.00
5340 · Property Tax	0.00	0.00	0.00	242.14	0.00	242.14	300.00
5425 · Recruiting Expenses	88.80	0.00	88.80	852.98	150.00	702.98	500.00
5440 · Licenses	0.00	0.00	0.00	51.85	1,300.00	-1,248.15	1,350.00
5450 · Vehicle Repairs	76.75	500.00	-423.25	76.75	800.00	-723.25	800.00
5500 · Dues & Licenses							
5510 · National Dues - Programs	0.00	0.00	0.00	3,534.62	3,900.00	-365.38	3,900.00
5520 · Civic Club Dues	0.00	65.00	-65.00	0.00	471.00	-471.00	731.00
5531 · Membership & Subscription Fees	0.00	0.00	0.00	2,546.00	300.00	2,246.00	300.00
<b>Total 5500 · Dues &amp; Licenses</b>	<b>0.00</b>	<b>65.00</b>	<b>-65.00</b>	<b>6,080.62</b>	<b>4,671.00</b>	<b>1,409.62</b>	<b>4,931.00</b>
5625 · Bank Service Charges	0.00			60.00	0.00	60.00	0.00
5627 · Credit Card Fees	314.96	100.00	214.96	2,032.48	3,940.00	-1,907.52	4,740.00
5628 · Late Fees	0.00			39.00			
5629 · Finance Charges	0.00			5.99			
5640 · Club Merchandising Expense	506.25			506.25			
5660 · Miscellaneous Expense	0.00			3,439.13			
5720 · New Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total 5600 · Other Operating Expenses</b>	<b>2,467.61</b>	<b>2,165.00</b>	<b>302.61</b>	<b>27,282.89</b>	<b>26,161.00</b>	<b>1,121.89</b>	<b>34,421.00</b>
5900 · Allocation to Executive Office	21,342.60	21,342.60	0.00	170,740.80	170,740.80	0.00	256,111.20
<b>Total Expense</b>	<b>83,643.80</b>	<b>88,483.15</b>	<b>-4,839.35</b>	<b>687,024.44</b>	<b>744,213.14</b>	<b>-57,188.70</b>	<b>1,122,065.00</b>
<b>Net Ordinary Income</b>	<b>51,618.40</b>	<b>-32,774.82</b>	<b>84,393.22</b>	<b>10,861.47</b>	<b>100,808.50</b>	<b>-89,947.03</b>	<b>0.00</b>
<b>Other Income/Expense</b>							
<b>Other Income</b>							
4300 · Investment Income							
4996 · Interest Income	8.76			68.65			
<b>Total 4300 · Investment Income</b>	<b>8.76</b>			<b>68.65</b>			
4990 · Income Released From Restricted							
4991 · Restricted Income							
4132 · Explorer - Restricted	0.00			0.00			
4510 · Other Income - Restricted	0.00			1,184.00			
4809 · Scholarship - Restricted	0.00			0.00			
4818 · Keystone Club	0.00			109.00			
4819 · Torch Club	0.00			0.00			
4901 · Reading Program - Restricted	0.00			0.00			
<b>Total 4991 · Restricted Income</b>	<b>0.00</b>			<b>1,293.00</b>			
4990 · Income Released From Restricted - Other	12,725.03	2,420.00	10,305.03	98,424.35	15,723.00	82,701.35	26,613.00
<b>Total 4990 · Income Released From Restricted</b>	<b>12,725.03</b>	<b>2,420.00</b>	<b>10,305.03</b>	<b>99,717.35</b>	<b>15,723.00</b>	<b>83,994.35</b>	<b>26,613.00</b>
<b>Total Other Income</b>	<b>12,733.79</b>	<b>2,420.00</b>	<b>10,313.79</b>	<b>99,786.00</b>	<b>15,723.00</b>	<b>84,063.00</b>	<b>26,613.00</b>
<b>Other Expense</b>							
5700 · Depreciation Expense	8,110.03			64,880.24			
5800 · Restricted Fund Expenses							
5011 · Payroll Wages - Restricted	1,402.00	2,226.00	-824.00	11,483.75	14,469.00	-2,985.25	24,486.00
5051 · Payroll Taxes - Restricted	0.00	194.00	-194.00	90.98	1,254.00	-1,163.02	2,127.00
5801 · Direct Costs - Restricted							
5809 · Scholarship - Restricted	0.00			20,170.00			
5818 · Keystone Club Expenses	555.34			2,108.06			
5819 · Torch Club Expenses	0.00			26.96			
5873 · Restricted for Summer	0.00			19.34			
5877 · Explorer Program	59.02			86.34			
<b>Total 5801 · Direct Costs - Restricted</b>	<b>614.36</b>			<b>22,410.70</b>			
<b>5800 · Restricted Fund Expenses - Other</b>	<b>10,708.67</b>			<b>64,438.92</b>			
<b>Total 5800 · Restricted Fund Expenses</b>	<b>12,725.03</b>	<b>2,420.00</b>	<b>10,305.03</b>	<b>98,424.35</b>	<b>15,723.00</b>	<b>82,701.35</b>	<b>26,613.00</b>
9900 · Suspense	0.00			119.99			
<b>Total Other Expense</b>	<b>20,835.06</b>	<b>2,420.00</b>	<b>18,415.06</b>	<b>163,424.58</b>	<b>15,723.00</b>	<b>147,701.58</b>	<b>26,613.00</b>
<b>Net Other Income</b>	<b>-8,101.27</b>	<b>0.00</b>	<b>-8,101.27</b>	<b>-63,638.58</b>	<b>0.00</b>	<b>-63,638.58</b>	<b>0.00</b>
<b>Net Income</b>	<b>43,517.13</b>	<b>-32,774.82</b>	<b>76,291.95</b>	<b>-52,777.11</b>	<b>100,808.50</b>	<b>-153,585.61</b>	<b>0.00</b>



## Minutes of Board of Directors Meeting March 21, 2023

### Motion to Approve Fund-Raising Event – Bike Bluffton

The Board of Directors of the Boys and Girls Club of Bluffton approves the fund-raising event “Bike Bluffton” to be held Sunday, November 5, 2023

Approved Unanimously,

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Mollie Sandman, Board President

***The mission of the Boys & Girls Club of Bluffton is to enable all young people, especially those who need us most to reach their full potential as productive, caring, responsible citizens.***



# ACCOMMODATIONS TAX ADVISORY COMMITTEE STAFF REPORT Department of Finance & Administration

MEETING DATE: August 15, 2023  
SUBJECT: Boys & Girls Club of the Lowcountry: Bike Bluffton  
PROJECT MANAGER: Shannon Milroy, Budget & Procurement Analyst

Summarized below is the application from the Boys & Girls Club of the Lowcountry for expenses related to the November 2023 Bike Bluffton event for Accommodations Tax grant dollars.

**Requested Amount: \$21,650**

Boys & Girls Club of the Lowcountry	Total Budget	Requested ATAX Grant (approx. 73% of event budget)
Advertising & Promotion	\$23,150	\$21,650
Project Expenses	6,500	0
<b>Total</b>	<b>\$29,650</b>	<b>\$21,650</b>

## Eligible "Tourism-Related Expenditures" per South Carolina Code of Laws:

### Advertising & Promotion of Tourism:

**Total Budget: \$23,150**

- Expenses include event t-shirts, jerseys, sponsors flags, a marketing professional and advertising in print, on social media, and email blasts.

### Project Expenses:

**Total Budget: \$6,500**

- Food and beverage as well as "other" expenses

Festival/Event: This event is scheduled to take place on Sunday, November 5, 2023.

Bluffton Event: This year, the event will have rides of differing lengths including 2, 10, 30 and 62 miles with each starting at the Boys & Girls Club of Bluffton location. The various routes will include rides through Palmetto Bluff and Sun City.

Tourism Draw %: The inaugural event in 2022 saw 310 riders with 125 of those registered coming from outside of Beaufort County. This equates to approximately 40% in tourism participation.

Benefit to Tourism: With an 8 a.m. start time on Sunday morning, most out-of-towners made a weekend visit to Bluffton and stayed in local hotels, ate at local restaurants and patroned local shops and businesses.

Self-Sufficiency % (Financial Need): Amount requested is 73% of the total budget with the entire request being for marketing and advertising expenses. Sponsorships, donations and participation fees are expected to provide the remaining revenue. The 2022 event netted a profit of \$54,701 for the Boys & Girls Club; the 2023 event is anticipating a net fundraising effort of \$78,450.

**Table Rating (Scores 0-5 with 5 satisfying the qualifications best, exception Advertising 0-15)**

Amount Recommended	Advertising (15)	Festival / Event (5)	Bluffton Event (5)	Tourism Draw % (5)	Benefit to Tourism (5)	Self-Sufficiency % (5)	Total of 40 possible	Comments
\$21,650	12	4	4	3	3	2	28	

**Previous Funding Amounts - Boys & Girls Club of the Lowcountry**

Fiscal Year	Amount Requested	% of Budget	Advisory Committee Recommendation	Town Council Approved	Expended	Comments
2023	\$10,000	49%	\$10,000	\$10,000	\$10,000	Award Fully Expended

Accommodations Tax Committee Recommendations and Comments:

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The Committee recommends funding \$21,650 for advertising and promotion of tourism expenses.



**Milroy, Shannon**

**From:** noreply@civicplus.com  
**Sent:** Wednesday, June 28, 2023 4:10 PM  
**To:** ATax Communications  
**Subject:** Online Form Submittal: Accommodations Tax Grant Application

**WARNING!**

This email originated from outside of the Town of Bluffton's email system. DO NOT click any links or open any attachments unless you recognize the sender and know the content is safe.

## Accommodations Tax Grant Application

### TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

## TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

Accommodations Tax Grant Application Instructions [Accommodations Tax Grant Application Instructions](#)

Accommodations Tax Grant Application Instructions I have read and acknowledged the Town of Bluffton, SC Accommodations Tax Grant Application Instructions.

(Section Break)

Application Date	6/28/2023
Full Legal Organization Name	HISTORIC BLUFFTON ARTS & SEAFOOD FESTIVAL INC.
Project Name	HISTORIC BLUFFTON ARTS & SEAFOOD FESTIVAL
Total Project Costs	\$204, 650.00
Total ATAX Funds Requested	\$80,000.00
Percent of Total Budget	39%
Address	32 Spartina Crescent
Street Address Line 2	<i>Field not completed.</i>
City	BLUFFTON

State	SC
Zip Code	29910
Applicant must be designated as a non-profit entity to receive ATAX funds. Please include a copy of your organization's non-profit status, such as your IRS Designation Letter.	<a href="#">nonprofit designation.pdf</a>
Please upload a copy of your current Town of Bluffton Business License, which is required of all applicants.	<a href="#">business license.pdf</a>

### **TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION**

#### Organization Primary Point of Contact

First Name	MARY
Last Name	O'Neill
Title	President
Phone Number	8438152474
E-mail Address	<a href="mailto:maryaoneill6@aol.com">maryaoneill6@aol.com</a>

(Section Break)

#### Organization Secondary Point of Contact

First Name	John
Last Name	Anderson
Title	Treasurer
Phone Number	843-4228780
E-mail Address	<a href="mailto:janderson@coastalstatesbank.com">janderson@coastalstatesbank.com</a>

### **TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION**

Project Description:	THE HISTORIC BLUFFTON ARTS & SEAFOOD FESTIVAL WAS CREATED TO HELP FURTHER A SENSE OF COMMUNITY AND TO BENEFIT THE CITIZENS, THE LOCAL AREA MERCHANTS AND ARTISTS THROUGH TOURISM.
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THE WEEKLONG ACTIVITIES CREATE A GREAT DESTINATION VENUE FOR VISITORS AND WAS RECOGNIZED JUST AS THAT BY THE SOUTHEAST TOURISM SOCIETY AS ONE OF THE TOP 20 EVENTS IN THE SOUTHEAST. IT IS TOUTED AS AND TRULY IS THE CELEBRATION “WHERE FINE ART AND THE BOUNTY OF THE SEA COME TOGETHER”!  
(SEE ATTACHED EXHIBIT 1).

THIS REQUEST IS FOR THE PARTIAL FUNDING OF THE PROMOTION/ADVERTISING/ SECURITY/SHUTTLES/RENTALS, FIREWORKS DISPLAY BUDGET FOR THE WEEK LONG HISTORIC BLUFFTON ARTS & SEAFOOD FESTIVAL. THE ACTIVITIES SCHEDULED THROUGHOUT THE WEEK OFFER SOMETHING FOR EVERYONE AND SHOWCASE THE LOCALLY HARVESTED SEAFOOD, DELICIOUS LOW COUNTRY CUISINE, RICH CULTURE AND HISTORY, GREAT ART AND SOUTHERN HOSPITALITY FOUND ONLY IN BLUFFTON. IT IS THE EPITAMY OF THE PREFERRED TYPE OF EVENT THAT IS WORTHY OF BLUFFTON'S NEWEST DESIGNATION – A STATE RECOGNIZED CULTURAL DISTRICT (SEE ATTACHED COMPLETE SCHEDULE EXHIBIT 2).

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**All advertising/marketing paid for with Town of Bluffton Accommodations Tax dollars must incorporate the branding shown here: **Town of Bluffton Brand Standards**. The use of the Town’s logo must meet the design standards outlined at the aforementioned link and be approved by the Town. Designs may be submitted electronically using this **link**. Please allow five (5) business days for approval.**

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Impact on or Benefit to Tourism:

THE WHOLE PROJECT IS DESIGNED TO INCREASE TOURISM TO BLUFFTON THROUGH THE WEEK LONG FESTIVAL WHICH IS PROMOTED TO OUT OF TOWNERS THROUGH VARIOUS VENUES INCLUDING BUT NOT LIMITED TO PRINT AND DIGITAL ADVERTISING, RADIO, TV SPOTS, CHAMBER VACATION PLANNER, WEB SITE, E-BLAST, CHAMBER NEWSLETTER, AND OTHER SPECIFIC OUT OF TOWN TARGETED MARKET PIECES ( DIRECT MAILING, SUNSHINE ARTIST, SOUTH CAROLINA LIVING, SOUTHERN LIVING, ETC.)

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**“Tourist” means a person who does not reside within the corporate limits of the Town or within a Town zip code that takes a trip into the corporate limits of the Town for any purpose, except daily commuting to and from work.**

**“Travel” and “Tourism” mean the action and activities of people taking trips outside their home communities for any purpose, except daily commuting to and from work.**

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(Section Break)

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Project/Event Start & End Date:	10/14/2023 - 10/22/2023
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Multi-Year Project/Event?	Yes
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Permits Required, if any:	yes
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Additional Comments:	<p>OUR ADVERTISING PROGRAMS HAVE BEEN VERY SUCCESSFUL IN BRINGING NEW VISITORS TO OUR AREA. WE STRIVE TO BRING TOURISTS TO BLUFFTON FOR THE FESTIVAL AND STAY IN BLUFFTON HOTELS. WE OFFER LOCAL HOTEL PACKAGES ON OUR WEB SITE TO ENCOURAGE JUST THAT ALONG WITH LOCAL RESTAURANT DEALS. WE BELIEVE THAT BROADENING OUR MARKET WITH ADVERTISING WILL ENCOURAGE VISITORS TO MAKE BLUFFTON A DESTINATION PLACE AND THAT LOCAL HOTELS AND RESTAURANTS WILL THEREFORE PROFIT DURING THE FESTIVAL WEEK. IN FACT THAT WAS THE VERY RATIONALE BEHIND EXPANDING THE FESTIVAL FROM A ONE DAY EVENT IN 2005 TO A WEEKEND IN 2006 AND THEN TO THE WEEK LONG EVENT STARTING IN 2007. OUR GOAL IS TO FILL BEDS AND HAVE LOCAL BUSINESSES PROSPER AS WE HIGHLIGHT THE “GEMS OF BLUFFTON” (NATURAL BEAUTY OF THE RIVER COMMUNITY; ITS RICH HISTORY; THE PRISTINE MAY RIVER; THE BOUNTY OF THE LOCAL WATERWAYS; AND THE CULTURAL AND ARTISTIC ASPECT OF THE COMMUNITY). SINCE USCB HOSPITALITY STUDENTS CAN NO LONGER CONDUCT THE IPAD SURVEYS, FOUR YEARS AGO WE ADDED ZIPCODE COLLECTION ON THE SHUTTLES AND WE WILL CONTINUE THIS PRACTICE THIS YEAR. THIS METHOD IS MUCH MORE EFFICIENT SINCE MANY GUESTS DO NOT WANT TO COMPLETE THE LONGER IPAD SURVEY. BLUFFTON SELF HELP VOLUNTEERS FOR THIS COLLECTION.</p>
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**TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION**

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## FINANCIAL INFORMATION

Project/Event Line Item Budget	<a href="#">Exh 3 - 2023 HBASF Budget.pdf</a>
Most Recent Fiscal Year Balance Sheet and Profit and Loss Accounting Statement	<a href="#">ProfitandLoss (6)-3.pdf Exhibit 4.pdf</a>
Financial Guarantee	<a href="#">Exh 5 - Minutes from HBASF Board of Directors Mtg 6-26-23.pdf</a>

*Applicant must provide a copy of official minutes wherein the sponsoring organization approves the project and commits the organization to financial responsibility for carrying it out to the stage of completion.*

(Section Break)

**Please list all contributions made to the project/event by the sponsoring organization. This shall include both monetary and in-kind goods and/or services, as applicable.**

Contribution	Sponsorship and beginning reserve from 2022
Amount/Value	\$42,000.00
Contribution	Vendor fees, merchandise sales, admissions, race
Amount/Value	\$88,000.00

(Section Break)

Have you requested, received or been awarded funding from other sources or organizations (including additional ATAX funds from other local entities) for this project/event?

No

If yes, please list all sources and amounts:

**TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION**

## PRIOR RECIPIENT'S REPORT

If your organization has received ATAX funding from the Town of Bluffton in previous years, you must complete the below information. Only the information for the most recent round of funding is required.

If you have not received ATAX funding from the Town of Bluffton, please answer "No" and skip this section, and sign and submit your application.

Has your organization previously received ATAX funds from the Town of Bluffton?	Yes
Project/Event Name	Historic Bluffton Arts & Seafood Festival
Year	2022
Amount Awarded	80,000.00
Was project completed?	Yes
How were the funds used?	WE USED THESE FUNDS TO PAY FOR OUT OF TOWN ADVERTISING BOTH PRINT AND DIGITAL (POSTCARDS FOR OUT OF TOWN ARTISTS; SUNSHINE ARTIST MAGAZINE AD, CHAMBER VACATION PLANNER, OUT OF TOWN NEWSPAPER AND MAGAZINE ADS INCLUDING SOUTH CAROLINA LIVING, RACK CARDS FOR WELCOME CENTERS, POLICE, SHUTTLES AND FIREWORKS DISPLAY.
What impact did this project/event have on the community or benefit tourism? Describe how the tourism data was measured.	THE IMPACT ON THE COMMUNITY WAS AND IS GREAT. MERCHANTS EXPERIENCE A MARKED INCREASE IN TOURIST TRAFFIC THROUGHOUT THEIR STORES/RESTAURANTS EACH YEAR DURING THE FESTIVAL. TOURISTS ON HILTON HEAD NOTICE OUR LOCAL ADS AND COME TO BLUFFTON FOR THE FESTIVAL ACTIVITIES. OUT OF TOWNERS SEE OUR ADS AND PLAN MINI VACATIONS TO THE AREA FILLING BEDS AND SPENDING MONEY AT OUR LOCAL BUSINESSES. THE EXPANSION TO A WEEK LONG EVENT IN 2007 MADE IT A MORE DESIRABLE VACATION OPTION. WE CONTINUE TO ATTRACT VISITORS FROM OUT OF TOWN AND OUT OF STATE. SURVEY ATTENDANCE RESULTS PER PREVIOUS YEARS REFLECT THIS: 2005 – 10% VISITORS; 2006 – 24% VISITORS; 2007 – 30% VISITORS; 2008 – 32%; 2009 – 30% VISITORS; 2010 – 31% VISITORS; 2011 – 31% VISITORS; 2012 - 33% VISITORS; 2013 – 34% VISITORS; 2014 – 36%; 2015 – 37% VISITORS;

2016 – 29.4%; 31.5% VISITORS 2017; 34% VISITORS 2018; 37% VISITORS 2019; 39% VISITORS 2021; 42% VISITORS 2022.

THE LAST COUPLE YEARS OUR LOCAL HOTELS HAD POSITIVE RESULTS FROM THE PACKAGES THEY OFFERED FOR THE FESTIVAL – THEY WERE SOLD OUT. ALSO, AGAIN THIS YEAR WE HAVE OVER 100 ARTISTS FROM 10 DIFFERENT STATES EXHIBITING OR 75% OUT OF TOWN ARTISTS; 40% OF OUR RUNNERS IN 2022 WERE FROM OUT OF STATE ALONG WITH OUT OF TOWN MUSICIANS GUARANTEEING BEDS FILLED. DATA WAS COLLECTED THROUGH ZIPCODE COLLECTION ON THE SHUTTLES AS PREVIOUSLY DESCRIBED.

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(Section Break)

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Please provide the project/event budgets for the previous two (2) years.

[Exh 7 - 2021 HBASF Budget.pdf](#)

Additional Comments

*Field not completed.*

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## **TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION**

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**All applicants will be required to come before the Accommodations Tax Advisory Committee (ATAC) and answer any and all questions when scheduled to do so.**

**Any organization awarded funds for advertising/marketing must incorporate the Bluffton Heart of the Lowcountry brand logo in all promotional materials and advertising.**

**The South Carolina Freedom of Information Act (FOIA) defines a “public body” as any organization or corporation supported in whole or in part by public funds or expending public funds. If awarded, your organization's acceptance of public funds from the Town of Bluffton may cause your organization to come within the meaning of “public body” as defined by the Freedom of Information Act. S.C. Code Ann. §30-4-10, et seq. (Supp. 2002). Accordingly, this is to advise that by accepting public funds, your organization may be subject to the South Carolina Freedom of Information Act.**

**By submitting this application, the organization certifies that it has read and understands the paragraphs above. The organization additionally certifies that it does not discriminate in any manner on the basis of race, color, national origin, age, sex, disability, religion, or language and that all funds that may be received by the applicant organization from the Town of Bluffton, South Carolina will be solely used for the purposes set forth in this**

**application and will comply with all laws and statutes, including the South Carolina Code of Laws regarding Allocations of Accommodations Tax Revenues.**

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**By typing your name below, you are signing this application electronically. You agree that your electronic signature is the legal equivalent of your manual signature on this application.**

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Signature	MARY A O'NEILL
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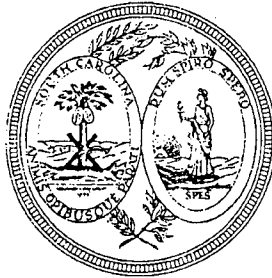
Signatory's Title or Position	PRESIDENT
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Email not displaying correctly? [View it in your browser.](#)



# *The State of South Carolina*



*Office of Secretary of State Mark Hammond*

## **Certificate of Incorporation, Nonprofit Corporation**

I, Mark Hammond, Secretary of State of South Carolina Hereby certify that:

HISTORIC BLUFFTON ARTS & SEAFOOD FESTIVAL, INC.,  
a nonprofit corporation duly organized under the laws of the State of South Carolina on February 26th, 2007, and having a perpetual duration unless otherwise indicated below, has as of the date hereof filed a Declaration and Petition for Incorporation of a nonprofit corporation for Religious, Educational, Social, Fraternal, Charitable, or other eleemosynary purpose.

Now, therefore, I Mark Hammond, Secretary of State, by virtue of the authority in me vested by Chapter 31, Title 33, Code of 1976 and Acts amendatory thereto, do hereby declare the organization to be a body politic and corporate, with all the rights, powers, privileges and immunities, and subject to all the limitations and liabilities, conferred by Chapter 31, Title 33, Code of 1976 and Acts amendatory thereto.

Given under my Hand and the Great  
Seal of the State of South Carolina this  
28th day of February, 2007.

A handwritten signature in cursive script that reads "Mark Hammond".

Mark Hammond, Secretary of State



# TOWN OF BLUFFTON NEW BUSINESS LICENSE APPLICATION

Attachment 7

Business License  
PO Box 386

20 Bridge Street Bluffton, SC 29910

Phone (843)706-4501

Email: [businesslicense@townofbluffton.com](mailto:businesslicense@townofbluffton.com)

## COMPANY INFORMATION

Company Name: \_\_\_\_\_

DBA (Doing Business As, if different than Company Name): \_\_\_\_\_

HISTORIC BLUFFTON ARTS & SEAFOOD

Business Activity Description:

FESTIVAL, INC.

NON-PROFIT

Date the business opened in Town of  
Bluffton or work began in the Town of  
Bluffton: 2005

Estimated Annual Gross Income: \_\_\_\_\_

## PHONE/ADDRESS INFORMATION

Business Phone: 843-757-2583

Company Website: bluffton arts and seafood  
festival.org

Company Email: NA

ATA 32 Spartina Crescent SC 29910

Physical Address Street/Suite Number

City

State

Zip

PO BOX 2648

BLUFFTON

SC

29910

Mailing Address Street/Suite Number

City

State

Zip

Are you a Home Occupation located in the Town? YES\* ☐ NO ☒

\*If yes, a home occupation application must be submitted.

## APPLICATION FEES\* (if starting after 11/1 fees are half cost)

INTOWN \$50.00

OUT OF TOWN \$100.00

\* See: <https://www.townofbluffton.sc.gov/pdfs/neighborhoods.pdf> to verify business address (in town vs. out of town)

## OWNERSHIP INFORMATION

Name(s) of Owner(s), Partnership(s), and/or Principal(s): \_\_\_\_\_

(Please Check One) Corporation ☐ Partnership ☐ LLC ☐ Non-Profit ☒ Sole Proprietorship ☐ Other ☐

(Please Complete One) Federal Tax ID# 20-8453153 (OR) Social Security# \_\_\_\_\_

Contact Person: MARY O'NEILL Phone: 843-815-2472 Email: MARYAONEILL@

AOL.COM

## IF APPLICABLE TO YOUR BUSINESS:

I. SC DEPARTMENT OF LABOR, LICENSING AND REGULATION # \_\_\_\_\_  
(General Contractor, Home Builders, Specialty, Real Estate, Cosmetology, Physicians, Fire/Alarm, etc.)

<https://www.llr.sc.gov/>

II. SC RETAIL # \_\_\_\_\_

<https://www.dor.sc.gov/>

- A copy of your SC Retail License is required if applicable to business type.

## ADDITIONAL INFORMATION

Will you sell prepared meals, food, or beverages? Yes\* ☒ No ☐ \*if yes, business is subject to Hospitality Tax (2%) remitted monthly. -  
Please include completed supplemental application and copies of DHEC, Retail License, ABL (if applicable)

Will you rent Accommodations (90 days or less)? Yes\* ☒ No ☐ \*if yes, business is subject to Accommodations Tax (3%) remitted on a monthly basis -  
Please visit: [https://dor.sc.gov/resources-site/publications/Publications/AccommodationsTax\\_Handout.pdf](https://dor.sc.gov/resources-site/publications/Publications/AccommodationsTax_Handout.pdf) to see if accommodations and/or retail license is required.

(Please reverse to complete)

**EXHIBIT 1**

**NINETEENTH ANNUAL HISTORIC BLUFFTON ARTS & SEAFOOD FESTIVAL  
OCTOBER 14 – 22, 2023**

The award-winning Nineteenth Annual Historic Bluffton Arts and Seafood Festival will be held in the charming and eclectic historic district of Bluffton, well known for its quirky art community and natural river beauty. The festival is a weeklong event offering a myriad of activities, showcasing the locally harvested seafood, delicious Low Country cuisine, rich history, great art and Southern hospitality found only in Bluffton. There is truly something for everyone!



**HISTORY AND MISSION**

The Historic Bluffton Arts & Seafood Festival was created in 2005 to help further a sense of community and to benefit the citizens, the local area merchants and artists through tourism. The citizens of the Town of Bluffton had and continue to express the need to protect and maintain the pristine quality of the May River and the historic Bluffton Oyster Company, as they are both instrumental to the very essence of the community. As Bluffton continues to grow, it is paramount that we continue to introduce our citizens, old and new, to these precious Bluffton gems. Festivals are like magnets, they attract the young and old, rich and poor, locals and visitors, all to celebrate their community, said Dan Wood, Festival Founder.

What began as a single day event in 2005 and expanded to a weekend celebration in 2006 has since 2007 been a weeklong celebration highlighting the gems of Bluffton: the natural beauty of this river community; its rich history; the pristine quality of the May River; the bounty of the local waterways; and the cultural and artistic aspect of the community itself. It is touted as and truly is the celebration where fine art and the bounty of the sea come together.

It is our purpose with each festival to help raise awareness that fosters protection of the May River and the rich culture and history of our area for the enjoyment of generations to come.



## **EXHIBIT 2**

### **Schedule of Events HBASF 2023**

**FOLLOW THE OYSTER to the 19th Annual Historic Bluffton Arts and Seafood Festival**

**October 14 - 22, 2023**

**Where Fine Art & The Bounty of the Sea Come Together**

**Saturday, October 14, 2023**

**ART & CHALK - Chalk the Walk Art Competition                      9:30am – 11:30am**

**Presented by Bluffton Rotary Club**

Field of Dreams Pavilion, Oscar Frazier Park

Chalk Art Competition for children 13 and under.

Registration 9:30; Chalk Art Competition for children- 10:15

Judging & Prizes- 11:15

**BLUFFTON STATE OF MIND SUPPER SOIRÉE    6:00 PM – 9:00 PM**

Eat in the street 4 Course Dinner with music, wine, ...served in the center of Historic Calhoun Street highlighting some of our local chefs.

Come enjoy a night under the stars!

\$150 per person; limited to 120 attendees.

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**Sunday, October 15, 2023**

**ART ON THE STREET                    11:00AM - 4:00PM**

Stroll Old Town Bluffton and see our state designated cultural district come alive!

POP UP ART on gallery lawns on gallery porches and in Martin Family Park - temporary art displays join the many galleries to highlight the artistic and cultural side of Bluffton.

A celebration of exceptional handmade, original local art including oil and acrylic paintings, pottery and much, much more.

11:00AM - 4:00PM

Art Exhibits, Music and More in Old Town.

**BOAT PARADE ON THE MAY   BLESSING OF THE FLEET**

GOSPEL MUSIC WRIGHT PARK                    4:00PM

Bring your lawn chair, view the Boat Parade and enjoy Gospel music by Lavon Stevens on the bluff in Wright Park or join the parade in your own boat. Make plans now to gather at the sandbar before 3:00 PM and process to the Public Dock in Wright Park following our Admiral of the Fleet.

**OYSTER FEST, 5:00 - 8:00PM, Bluffton Oyster Factory Park**

First Oyster Roast of the Season (\$20 for a bucket of oysters), Shrimp Boil & BBQ, Live Music.

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**Monday, October 16, 2023**

**MAY RIVER BOAT TOURS WITH MAY RIVER EXCURSIONS, MONDAY - SUNDAY**

Join Capt. Chris and his crew for a one hour guided "Skiff" cruise on the May searching for local wildlife, discussing history and soaking up the tidal estuary air.

\$35/ per person...subject to availability. All trips leave on the hour every hour from the public dock at the end of Calhoun Street in Wright Park. Please call Capt. Chris for reservations and more information. 843-304-2878

**DINNER & LEARN CHERISH OUR WATERWAYS**

**TOUR OF WADDELL MARICULTURE CENTER**

Tours available at 4:00PM, 4:30PM, 5:00PM, 5:30PM and 6:00PM, 21 Sawmill Creek Road, Bluffton. Only closed toe shoes.

Reservations required. \$45/per person. Proceeds to Waddell Mariculture Center. To make your reservation:  
[blufftonartsandseafoodfestival.org](http://blufftonartsandseafoodfestival.org)

Tour the Waddell Mariculture Center, view the updated facilities, and learn from Director Erin Levesque how important this research facility is to our area and our resources. The tours will be given at five times, 4:00PM, 4:30PM, 5:00PM, 5:30PM and 6:00PM followed by dinner at Toomers Bluffton Seafood Restaurant, 27 Mellichamp Drive, Historic Downtown Bluffton. The dinner buffet includes Gumbo 2 Ways (chicken and seafood), Caesar salad, cornbread, cookies and tea. Beer, wine and cocktails will be available for purchase. During dinner a presentation will be given concerning preservation of our natural resources by Al Stokes, former director of Waddell Mariculture Center and Kim Jones, TOB.

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**Tuesday, October 17, 2023**

**MAY RIVER BOAT TOURS WITH MAY RIVER EXCURSIONS, MONDAY - SUNDAY**

**\*Daily\* See October 16, 2023 for details**

**MAY RIVER OYSTER FARM TOUR WITH MAY RIVER EXCURSIONS 10:00am – Noon**

Come enjoy a rare opportunity for an up-close-and-personal experience with May River Oyster Company's pioneering oyster farm in collaboration with the Bluffton Seafood Festival and May River Excursions. This 2 hour in-depth tour brings you out to a working oyster farm where the farmers demonstrate the techniques and methods used to produce some of the best oysters in the world. Afterward enjoy lunch at Bluffton Seafood House in Historic Downtown Bluffton. Limited availability. Call 843-304-2878 for reservations. \$105.00 per person (includes lunch at Toomers Family Seafood Restaurant).

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**Wednesday, October 18, 2023**

**MAY RIVER BOAT TOURS WITH MAY RIVER EXCURSIONS, MONDAY - SUNDAY**

**\*Daily\* See October 16, 2023 for details**

**AUTHOR NIGHT 5:30pm CHERISHING BLUFFTON'S PAST**

Complimentary hors d'oeuvres and beverages provided by Southern Spice Catering and Events; 6:00PM Showtime with a panel of local Historians, at the Rotary Community Center at Oscar Frazier Park (11 Recreation Court Bluffton SC 29910). Cost: \$15.00; additional donations accepted; proceeds to the Waddell Mariculture Center.

Reservations required: [blufftonartsandseafoodfestival.org](http://blufftonartsandseafoodfestival.org)

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**Thursday, October 19, 2023**

**MAY RIVER BOAT TOURS WITH MAY RIVER EXCURSIONS, MONDAY - SUNDAY**

**\*Daily\* See October 16, 2023 for details**

**MAY RIVER OYSTER FARM TOUR WITH MAY RIVER EXCURSIONS 10:00am – Noon**

Come enjoy a rare opportunity for an up-close-and-personal experience with May River Oyster Company's pioneering oyster farm in collaboration with the Bluffton Seafood Festival and May River Excursions. This 2 hour in-depth tour brings you out to a working oyster farm where the farmers demonstrate the techniques and methods used to produce some of the best oysters in the world. Afterward enjoy lunch at Bluffton Seafood House in Historic Downtown Bluffton. Limited availability. Call 843-304-2878 for reservations. \$105.00 per person (includes lunch at Toomers Family Seafood Restaurant).

**SYMPHONY IN THE PARK     MARTIN PARK**

Hilton Head Symphony Orchestra Outdoor Pops in the Park                      7:30 pm (Rain or Shine)

Free Admission

Martin Family Park, 68 Boundary Street, Bluffton, SC

Enjoy the sweet sounds of your own Hilton Head Symphony Orchestra. This Outdoor Pops concert “under the stars” is FREE for one and all. Bring a blanket or folding chair, a picnic dinner and enjoy your HHSO al fresco. General lawn seating with free admission.

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**Friday, October 20, 2023**

**MAY RIVER BOAT TOURS WITH MAY RIVER EXCURSIONS, MONDAY - SUNDAY**

\*Daily\* See October 16, 2023 for details

**RED APRON SIPS AND SEAFOOD PRELUDE PARTY IN THE PROMENADE**

**6:00PM - 8:00PM**

Presented by Bluffton Self Help

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**Saturday, October 21, 2023**

**MAY RIVER BOAT TOURS WITH MAY RIVER EXCURSIONS, MONDAY - SUNDAY**

\*Daily\* See October 16, 2023 for details

**OLD TOWN OYSTER 10K ROAD RACE & 5K RUN 8:00AM – 10:30AM**

**Presented by Beaufort Memorial**

Bluffton Oyster Factory Park. Join us for a run through Old Town Bluffton with scenic river and marsh views. Compete in a fast-paced 10K or complete the 5K with the entire family! Both events will be professionally timed. Awards presentation and After-Party immediately follows. Music, Mimosas, Cold Beer, Oysters and much, much more!

**TAKE A KID FISHING TOURNAMENT, Wright Family Park. 10:00AM –12:30PM**

Take a Kid Fishing Tournament sponsored by Bluffton Marine Sports and Supplies, Boat Floats, Coldwell Banker Platinum Partners, Spartina Marine Education Charters and managed by the Bluffton Chapter of Coastal Conservation Association and honoring the late, Frank Atkins.

Register between 9:30-10:30AM at Wright Park. Weigh-In at 12:30PM at Wright Park. Children 13 and under welcome with parents. There is no fee. Prizes will be awarded. Bring your own fishing equipment if possible; limited equipment will be available on a first come first serve basis. To pre-register call Tom at 912-210-1222.

**ART & SEAFOOD STREET FEST 10:00AM - 5:00PM**

**HISTORIC DISTRICT BLUFFTON FUN FOR THE ENTIRE FAMILY**

Enjoy our juried art show featuring over 100 local and regional artists from 10 different states, displaying an array of fine art: oils, pastels, acrylics, photography, pottery, ceramics, water color and much, much more. Local seafood and low country cuisine served by area restaurants.

Enjoy the delicious seafood and view the outstanding art on the street. Take a break at the Tailgate area and catch up on your favorite team's game while enjoying craft beer, premium wine and music.

**MUSIC & ENTERTAINMENT**

Favorite bands will entertain on two stages throughout the day.

**ART IN THE PARK 11:00AM – 4:00PM DuBois Park on Boundary Street**

Children's art activities conducted under the pavilion. Visit the stations around the pavilion and create your very own masterpiece. Prizes, games, fun and much, much more for the budding artists of all ages.

**ROCKIN' ON THE DOCK 6:00PM - DUSK BLUFFTON OYSTER CO.**

Seafood Extravaganza Tasting

Live music with The Chiggers

Fireworks at Dusk

End the full day of activities with a grand finale.

Eat great local seafood and watch the fireworks for a night to remember!

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**Sunday, October 22, 2023**

**MAY RIVER BOAT TOURS WITH MAY RIVER EXCURSIONS, MONDAY - SUNDAY**

See October 16, 2023 for details

**ART & SEAFOOD STREET FEST 10:00AM – 4:00PM**

**HISTORIC DISTRICT BLUFFTON FUN FOR THE ENTIRE FAMILY**

Enjoy our juried art show featuring over 100 local and regional artists from 10 different states, displaying an array of fine art: oils, pastels, acrylics, photography, pottery, ceramics, watercolor and much, much more. Local seafood and low country cuisine served by area restaurants.

Enjoy the delicious seafood and view the outstanding art on the street. Take a break at the Tailgate area and catch up on your favorite team's game while enjoying craft beer, premium wine and music.

**MUSIC AND ENTERTAINMENT**

Favorite bands will entertain on two stages throughout the day.



**ART IN THE PARK 11:00AM – 4:00PM DuBois Park on Boundary Street**

Children's art activities conducted under the pavilion. Prizes, games, fun and much, much more for the budding artists of all ages.

**No Parking in Downtown Bluffton on Saturday, the 21st, and Sunday, the 22nd.**

**Free Shuttles provided by our sponsor, Old Town Trolley Tours, from Red Cedar Elementary (Bluffton Parkway to Red Cedar Street). Saturday, 10/21: 10:00AM - 9:00PM; Sunday, 10/22: 10:00AM – 5:00PM; for more information 843-757-BLUF (2583).**

**EXHIBIT 3****Historic Bluffton Arts & Seafood Festival 2023 BUDGET****INCOME**

<b>SPONSORSHIP</b>	<b>\$ 22,000.00</b>
<b>FUNDING GRANTS</b> (HOSPITALITY TAX, ACCOMMODATIONS TAX, ETC.)	<b>\$ 80,000.00</b>
<b>VENDOR FEES</b>	<b>\$ 52,000.00</b>
FOOD VENDORS \$12,000	
ARTISTS \$40,000	
<b>MERCHANDISE SALES</b>	<b>\$ 9,000.00</b>
<b>5K/10K RUN/HEALTH WALK</b>	<b>\$ 6,000.00</b>
RACE REGISTRANT (150 AT \$40.00)	
<b>SOIREE DINNER</b>	<b>\$18,000.00</b>
(120 ATTENDEES @ \$150PP)	
<b>WADDELL MARICULTURE TOUR &amp; AUTHOR NIGHT</b>	<b>\$3,000.00</b>
<b>TOTAL INCOME</b>	<b>\$ 190,000.00</b>

**EXPENSES****ADVERTISING****\$ 60,000.00*****PRINT*****Ads****- Newspaper**Local -The Island Packet/Beaufort Gazette/Savannah Morning News,  
City Sun**- Magazines**Local  
Out of Town**Artist Recruiting****Posters****Vacation Planner (Chamber)*****DIGITAL******RADIO******SOCIAL MEDIA******TV*****DONATIONS****\$16,000.00****INTERNET/WEBSITE****\$ 1500.00****PHOTOGRAPHY****\$ 500.00****ENTERTAINMENT****\$ 48,500.00*****MUSIC \$28,000******OTHER***

Fireworks \$20,000

Magician \$500

**5K RUN/HEALTH WALK****\$ 3,000.00****INSURANCE****\$ 6,000.00****KIDS FISHING TOURNAMENT****\$ 500.00**

<b>LABOR</b>	<b>\$15,000.00</b>
Security & Fire	
<b>MERCHANDISE</b>	<b>\$ 5,000.00</b>
(Hats, T-shirts, Commemorative Posters)	
<b>MISC. SUPPLIES</b>	<b>\$ 2,500.00</b>
<b>PHONE</b>	<b>\$ 950.00</b>
<b>POSTAGE, MAILING SERVICE</b>	<b>\$ 200.00</b>
<b>PRINTING</b>	<b>\$2,500.00</b>
<b>RENTAL</b>	<b>\$30,000.00</b>
EQUIPMENT(TENTS, STAGES, TABLES, CHAIRS, ETC)	
PORTABLE TOILETS & DUMPSTERS	
BARGES FOR FIREWORKS	
<b>SOIREE DINNER MISC</b>	<b>\$1,000.00</b>
<b>SIGNAGE/BANNERS</b>	<b>\$ 4,000.00</b>
<b>TRANSPORTATION</b>	<b>\$ 5,000.00</b>
(LRTA Shuttles)	
<b>WADDELL EXPENSE</b>	<b>\$1,500.00</b>
<b>BANK CHARGES</b>	<b>\$ 400.00</b>
<b>BUSINESS FEES</b>	<b>\$ 600.00</b>
<b>TOTAL EXPENSES</b>	<b>\$ 204,650.00</b>
<b>TOTAL INCOME</b>	<b>\$ 190,000.00</b>
<b>HBASF RESERVE BALANCE 2022</b>	<b>\$ 20,000.00</b>
<b>BALANCE</b>	<b>\$ 5,350.00</b>

**EXHIBIT 8****HISTORIC BLUFFTON ARTS & SEAFOOD FESTIVAL MARKETING PLAN 2023****ADVERTISING BUDGET 2023****\$60,000.00****OUT OF TOWN**

- **Southern Living Magazine (September ad)      \$14, 726.00**

1/3 Vertical      Carolina Region

South Carolina/North Carolina Circulation: 385,400

1/3 Vertical      Southeast Region

Georgia/Florida      Circulation: 485,200

1/3 Vertical      Mid-Atlantic Region

DC, DE, MD, NJ, NY, PA, VA      Circulation: 354,600

**TOTAL Circulation: 1,225,000**

Added Value: Listing on Travel Planner page, Listing on BRC card that accompanies the Travel Planner Page, Listing on SouthernLiving.com/Travel Planner. Leads transmitted weekly for 12 months from insertion.

From the ads we placed in 2022, we received over 4400 requests for additional information. With the September issue of Southern Living beginning to roll out the second week in August and on the newsstands on 8/24 it is perfect timing to boost the awareness and ticket sales for this year's festival in October!

Our Smore newsletter advertising the festival will be sent to the email leads from all previous and current Southern Living ads as well as the leads from the South Carolina Living Magazine ad.

- **The Vacation Planner**, designed and mailed by the Hilton Head Island- Bluffton Chamber, is mailed out to over 140,000 people. **\$4395.00**

**Hilton Head Island Chamber Newsletter E-Blasts to 140,000 people.**

- Our additional Digital Out of Town Advertising is targeted to Atlanta, Asheville, Augusta, Charleston, Charlotte, Columbia and Jacksonville.

- **Carolina Arts      \$520**
- **Sunshine Artist      \$900**
- **Online Festival Listings      \$600**
- **South Carolina Living Magazine      \$5000**

- South Magazine \$8000
- Savannah Magazine \$2000
- Digital Campaign \$7000

**Out of Town Total: \$43,141.00**

#### **LOCAL**

- **Celebrate Magazine's** monthly circulation helps us reach tourists staying in Hilton Head Island vacation spots **\$750.00**

17,000 included in Visitor Check In Packages to Hotels, Short term rentals and Timeshare companies; 15,000 in Magazine Stands located in high traffic areas

- **Island Packet/Beaufort Gazette** **\$3000.00 (\$1000 in kind – sponsor)**
- **Bluffton Today/Savannah Morning News** **NC Sponsor**
- **City Sun** (23,000 Households) **\$3000**
- **Radio** **\$750.00 (\$750 in kind – Sponsor)**
- **WHHI** **NC Sponsor**
- **WTOC** **\$2000.00**
- **Posters** **\$265**
- **Festival Guide** **NC Sponsor**

**Local Total: \$9765.00**

#### **SOCIAL MEDIA**

**\$1000.00**

**Total advertising: \$53,906.00; \$6094.00 TBD**

#### **Website Update**

**\$1500.00**

# Historic Bluffton Arts and Seafood Festival

## Profit and Loss May 2022 - April 2023

	TOTAL
Income	
4000 Sponsorships	23,750.00
Kids Fishing Sponsorship	500.00
<b>Total 4000 Sponsorships</b>	<b>24,250.00</b>
4020 Vendor fees	
4030 Food vendors	12,825.00
4040 Artist fees	39,521.15
<b>Total 4020 Vendor fees</b>	<b>52,346.15</b>
4050 Merchandise sales	9,394.12
4080 5K Run/Health Walk	124.51
4081 Race registrations	6,263.35
<b>Total 4080 5K Run/Health Walk</b>	<b>6,387.86</b>
4095 Author Night Donations	1,365.90
4100 Waddell Fundraiser	
4110 ' Waddell Admission	2,342.02
<b>Total 4100 Waddell Fundraiser</b>	<b>2,342.02</b>
43400 Direct Public Support	80,890.24
Soiree Dinner (Income)	14,623.35
<b>Total Income</b>	<b>\$191,599.64</b>
GROSS PROFIT	<b>\$191,599.64</b>
Expenses	
5001 Donations	7,000.00
Historic Marker Dedication	1,878.32
<b>Total 5001 Donations</b>	<b>8,878.32</b>
5010 Advertising	50,899.36
5015 Bank Charges	19.95
5030 Entertainment	24,200.00
5035 Festival Supplies	526.89
Volunteer Tee-Shirts	757.90
<b>Total 5035 Festival Supplies</b>	<b>1,284.79</b>
5036 Waddell Expense	1,320.00
5040 5K Run/Health Walk expenses	2,333.50
5080 Insurance	4,826.00
5085 Sanitation	4,313.58
5090 Security	4,105.50
5100 Merchandise	7,486.90
5105 Surveys Expense	2,000.00
5120 Printing	2,533.40
5130 Rentals	9,988.17
5140 Transportation	4,451.20

# Historic Bluffton Arts and Seafood Festival

## Profit and Loss

May 2022 - April 2023

	TOTAL
5150 Telephone	835.21
5155 Web Site	581.09
60900 Business Expenses	
60920 Business Registration Fees	205.40
Artist Recruiting	828.05
Special Event Participation Fee	1,190.00
<b>Total 60900 Business Expenses</b>	<b>2,223.45</b>
62100 Contract Services	
62110 Accounting Fees	572.40
<b>Total 62100 Contract Services</b>	<b>572.40</b>
62800 Facilities and Equipment	211.98
65000 Operations	
65020 Postage, Mailing Service	198.00
Penalties - IRS	424.05
<b>Total 65000 Operations</b>	<b>622.05</b>
65100 Other Types of Expenses	
65120 Insurance - Liability, D and O	698.00
<b>Total 65100 Other Types of Expenses</b>	<b>698.00</b>
Hotel Expense	1,318.59
Kids Fishing Tournament	522.68
Photography	450.00
Soiree Dinner	400.00
Soiree Dinner (Expense) - Donations	10,000.00
Square Fees	32.76
<b>Total Expenses</b>	<b>\$147,108.88</b>
NET OPERATING INCOME	<b>\$44,490.76</b>
NET INCOME	<b>\$44,490.76</b>



**EXHIBIT 5**

Minutes from Historic Bluffton Arts & Seafood Festival Board of Directors Meeting  
June 26, 2023

Present: PRESIDENT Mary O'Neill; VICE PRESIDENT Larry Toomer; SECRETARY Mary Miller; TREASURER John Anderson; DIRECTOR Tina Toomer; DIRECTOR John Kirkland.

Absent: DIRECTOR Chris Shoemaker and DIRECTOR Gary Jeger

Call to Order

Mary O'Neill, President, called the meeting to order.

Treasurer's Report

John Anderson presented financial report including 2022 P&L along with the 2023 proposed budget for ATAX Grant.

Board approved.

Discussion

Festival Schedule of Events was reviewed and discussed.

Meeting adjourned at 8:00 pm.

# ACCOMMODATIONS TAX ADVISORY COMMITTEE

## STAFF REPORT

### Department of Finance & Administration



MEETING DATE: August 15, 2023  
 SUBJECT: Historic Bluffton Arts & Seafood Festival Inc.  
 PROJECT MANAGER: Shannon Milroy, Budget & Procurement Analyst

Summarized below is the application from the Historic Bluffton Arts & Seafood Festival, Inc. for Accommodations Tax grant dollars in support of advertising and promotion, security, fire, and tourist transportation for the annual Historic Bluffton Arts & Seafood Festival.

**Requested Amount: \$80,000**

Historic Bluffton Arts & Seafood Festival	Total Budget		Requested ATAX Grant (approx. 39% of event budget)
Advertising & Promotion of Tourism:	\$60,000		\$60,000
Municipality & County Services:	15,000	*	6,300
Public Facilities:	30,000	*	11,600
Tourist Transportation:	5,000	*	2,100
Project Expenses:	94,650		N/A
<b>Total</b>	<b>\$204,650</b>		<b>\$80,000</b>

\*Based on percentage directly related to tourists at event.

#### Eligible "Tourism-Related Expenditures" per South Carolina Code of Laws:

##### Advertising & Promotion:

##### **Total budget \$60,000**

- Print ads in magazines and newspapers, posters, the Hilton Head Island-Bluffton Chamber Vacation Planner, as well as digital, social media, radio and TV ads.

##### Municipality & County Services\*:

##### **Total Budget \$15,000**

- Security and fire protection

##### Public Facilities\*:

##### **Total Budget: \$30,000**

- Rental of tents, stages, tables, chairs, portable toilets and dumpsters and barges for fireworks

##### Tourist Transportation\*:

##### **Total Budget \$5,000**

- LRTA Shuttles

\*Awarded funds from each category will be based upon percentage of tourists

##### Project Expenses:

##### **Total Budget: \$94,650**

- Insurance, administrative fees, entertainment, donations, 5K walk/run, kids fishing tournament, supplies, printing, soiree dinner, signage/banners and merchandise

Festival/Event: Nine (9) day event held October 14 - 22, 2023

Bluffton Event: Events held throughout Old Town Bluffton

Tourism Draw %: 2023 event reported 42% of attendees were tourists.

Benefit to Tourism: The festival is over a weeklong designed to increase tourism to Bluffton.

Self-Sufficiency % (Financial Need): Requesting approximately 39% of the total budget. With a projected total of \$110,000 to be collected this year from sponsorships, vendor fees, event admissions, merchandise sales, and race registrations. An estimated \$20,000 will be used from the Historic Bluffton Arts & Seafood Festival Reserve Balance to cover the 2023 anticipated expenses.

**Table Rating (Scores 0-5 with 5 satisfying the qualifications best, exception Advertising 0-15)**

Amount Recommended	Advertising (15)	Festival/ Event (5)	Bluffton Event (5)	Tourism Draw % (5)	Benefit to Tourism (5)	Self-Sufficiency % (5)	Total of 40 possible	Comments
\$80,000	14	5	5	4	5	4	37	

**Previous Funding Amounts - Historic Bluffton Arts & Seafood Festival Inc.**

Fiscal Year	Amount Requested	% of Budget	Advisory Committee Recommendation	Town Council Approved	Expended	Comments
2023	\$80,000	48%	\$80,000	\$80,000	\$53,528	
2022	70,000	49%	70,000	70,000	69,733	
2021	17,000	43%	17,000	17,000	15,949	
2020	43,000	30%	43,000	43,000	35,094	

Accommodations Tax Committee Recommendations and Comments:

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The Committee recommends funding \$80,000 for advertising and promotion of tourism, municipality and county services, public facilities, and tourist transportation expenses.

**Milroy, Shannon**

**From:** noreply@civicplus.com  
**Sent:** Thursday, June 29, 2023 2:32 PM  
**To:** ATax Communications  
**Subject:** Online Form Submittal: Accommodations Tax Grant Application

**WARNING!**

This email originated from outside of the Town of Bluffton's email system. DO NOT click any links or open any attachments unless you recognize the sender and know the content is safe.

## Accommodations Tax Grant Application

**TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION**

## TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

Accommodations Tax Grant Application Instructions [Accommodations Tax Grant Application Instructions](#)

Accommodations Tax Grant Application Instructions I have read and acknowledged the Town of Bluffton, SC Accommodations Tax Grant Application Instructions.

(Section Break)

Application Date	6/29/2023
Full Legal Organization Name	COASTAL CONSERVATION ASSOCIATION
Project Name	CELEBRATING CONSERVATION WEEKEND IN BLUFTON
Total Project Costs	\$79,650.00
Total ATAX Funds Requested	\$10,000.00
Percent of Total Budget	13%
Address	3021 MCNAUGHTON DRIVE, SUITE 10
Street Address Line 2	<i>Field not completed.</i>
City	COLUMBIA

State	SC
Zip Code	29223
Applicant must be designated as a non-profit entity to receive ATAX funds. Please include a copy of your organization's non-profit status, such as your IRS Designation Letter.	<a href="#">IRS - Determination Letter.pdf</a>
Please upload a copy of your current Town of Bluffton Business License, which is required of all applicants.	<a href="#">BL License Report.rpt 29-06-2023 10-09-47.pdf</a>

### **TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION**

#### Organization Primary Point of Contact

First Name	ERIK
Last Name	DELONG
Title	CHAIRMAN
Phone Number	843-540-6241
E-mail Address	<a href="mailto:apdkings@hotmail.com">apdkings@hotmail.com</a>

(Section Break)

#### Organization Secondary Point of Contact

First Name	MARY
Last Name	O'NEILL
Title	COMMITTEE MEMBER MARKETING
Phone Number	8438152474
E-mail Address	<a href="mailto:maryaoneill6@aol.com">maryaoneill6@aol.com</a>

### **TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION**

Project Description:	Coastal Conservation Association (CCA) is an organization of strong state chapters comprised of avid recreational fishermen who have banded together to address conservation issues nationally and within their respective states. Our local Bluffton
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chapter was formed in 2015 and continues to grow each year with strong emphasis on conservation efforts. Our local waterways and their marine life are of utmost importance to us and our very lifestyle. Our conservation efforts include building 3 oyster reefs in the Bluffton area with our 4th coming up in July. Other conservation milestones we have supported in the Bluffton area: the Annual kids fishing tournament during the HBASF which has grown each year since its inception; we have added 2 boats to the near shore reef Betsy Ross and a barge to the Beaufort 45 all within the last 3-4 years. We have made countless donations to Waddell Mariculture Center, research grants and back in 2018-2019 purchased thousands of paper straws which were donated to local restaurants. "We work to protect not only the health, habitat and sustainability of our marine resources, but also the interests of recreational anglers and their access to the resources they cherish." Since Ecotourism is a driving force in today's world and is an area of tourism that has been growing steadily, we have decided to expand into that realm. Ecotourism often involves travel to destinations where natural resources and cultural heritage are the primary attractions and focuses on local culture, volunteering, personal growth, and learning new ways to live on the planet. Ecotourism can motivate individuals to lead more environmentally conscious lives by giving tourists the chance to learn about and interact with the natural world. This can help to raise awareness about environmental issues and promote sustainable practices more broadly. In conclusion, the role of ecotourism is to promote and preserve the natural environment and both large scale and small scale attractions play an important role in the economy of the surrounding area and of course our area readily fits the bill for successful ecotourism events.

We are proposing an advertising campaign that will increase tourism in Bluffton by touting the CCA banquet as the perfect addition to a Lowcountry ECO Weekend! And that will be our exact message to our out-of-town visitors: Celebrate Conservation on Saturday night at the CCA Banquet & Auction in a beautiful setting right in the heart of the Bluffton Historic District and plan a weekend getaway around it - enjoy our fine restaurants; take a boat excursion on the May River to see dolphins or beautiful sunsets or take one of the ECO tours offered in our town and learn the importance of conservation; book a fishing charter and gain the bounty of our local waters; visit the Heyward House to glean our history and how the early life here revolved around our waterways; shop our interesting boutiques and galleries; stay in our unique inns or guest rentals and experience all that Bluffton has to offer. Our additional funding for advertising and especially out of town advertising

will help not only create more conservation awareness but also will increase ticket sales this year at the CCA Banquet & Auction and hook our newest members on making Bluffton an ECO friendly destination for now and in the future.

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**All advertising/marketing paid for with Town of Bluffton Accommodations Tax dollars must incorporate the branding shown here: **Town of Bluffton Brand Standards**. The use of the Town's logo must meet the design standards outlined at the aforementioned link and be approved by the Town. Designs may be submitted electronically using this **link**. Please allow five (5) business days for approval.**

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Impact on or Benefit to  
Tourism:

THIS REQUEST IS FOR THE FUNDING OF THE PROMOTION/ADVERTISING BUDGET FOR THE CCA BLUFFTON CHAPTER'S "CELEBRATING CONSERVATION WEEKEND IN BLUFFTON". THE ACTIVITIES SUGGESTED FOR THE GUESTS THROUGHOUT THE WEEKEND OFFER SOMETHING FOR EVERYONE AND SHOWCASE OUR RICH NATURAL RESOURCES, OUR IMPORTANT WATERWAYS, OUR LOCALLY HARVESTED SEAFOOD, DELICIOUS LOW COUNTRY CUISINE, RICH CULTURE AND HISTORY OF OUR AREA WHILE STRESSING THE IMPORTANCE OF CONSERVATION.

THE WHOLE PROJECT IS DESIGNED TO INCREASE TOURISM TO BLUFFTON THROUGH THE WEEKEND CELEBRATION WHICH WILL BE PROMOTED TO OUT OF TOWNERS THROUGH VARIOUS VENUES INCLUDING BUT NOT LIMITED TO PRINT AND DIGITAL ADVERTISING, RADIO, TV SPOTS, WEB SITE, E-BLASTS AND SOCIAL MEDIA. THIS WEEKEND SHOULD NOT ONLY ATTRACT TOURISTS THAT ARE INTERESTED IN CONSERVATION AND RECREATIONAL FISHING BUT BECAUSE OF THE LOCATION SO MUCH MORE, SUCH AS HISTORY, CULTURE, SHOPPING, LOW COUNTRY LIFESTYLE AND CUISINE. THEREFORE, THIS EVENT SHOULD BENEFIT LOCAL BUSINESSES AS WELL AS TEMPT THE TOURIST TO CONSIDER RETURNING OR EVEN RELOCATING.

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***"Tourist"* means a person who does not reside within the corporate limits of the Town or within a Town zip code that takes a trip into the corporate limits of the Town for any purpose, except daily commuting to and from work.**

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**“Travel” and “Tourism” mean the action and activities of people taking trips outside their home communities for any purpose, except daily commuting to and from work.**

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(Section Break)

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Project/Event Start & End Date: 9/15/2023 - 9/17/2023

Multi-Year Project/Event? No

Permits Required, if any: YES

Additional Comments: *Field not completed.*

## **TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION**

### **FINANCIAL INFORMATION**

Project/Event Line Item Budget [2023 Budget.pdf](#)

Most Recent Fiscal Year Balance Sheet and Profit and Loss Accounting Statement [PROFIT AND LOSS 2022.pdf](#)

Financial Guarantee [Minutes from CCA Bluffton Meeting May 25, 2023.doc](#)

*Applicant must provide a copy of official minutes wherein the sponsoring organization approves the project and commits the organization to financial responsibility for carrying it out to the stage of completion.*

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(Section Break)

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**Please list all contributions made to the project/event by the sponsoring organization. This shall include both monetary and in-kind goods and/or services, as applicable.**

Contribution Auctions, raffle, tickets

Amount/Value \$118,000.00

Contribution Sponsorships



Amount/Value \$40,000.00

(Section Break)

Have you requested, received or been awarded funding from other sources or organizations (including additional ATAX funds from other local entities) for this project/event?

No

If yes, please list all sources and amounts:

## **TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION**

### **PRIOR RECIPIENT'S REPORT**

If your organization has received ATAX funding from the Town of Bluffton in previous years, you must complete the below information. Only the information for the most recent round of funding is required.

If you have not received ATAX funding from the Town of Bluffton, please answer "No" and skip this section, and sign and submit your application.

Has your organization previously received ATAX funds from the Town of Bluffton?

No

(Section Break)

## **TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION**

**All applicants will be required to come before the Accommodations Tax Advisory Committee (ATAC) and answer any and all questions when scheduled to do so.**

**Any organization awarded funds for advertising/marketing must incorporate the Bluffton Heart of the Lowcountry brand logo in all promotional materials and advertising.**

**The South Carolina Freedom of Information Act (FOIA) defines a "public body" as any organization or corporation supported in whole or in part by public funds or expending public funds. If awarded, your organization's acceptance of public funds from the Town of Bluffton may cause your organization to come within the meaning of "public body" as defined by the Freedom of Information Act. S.C. Code Ann. §30-4-10, et seq. (Supp. 2002). Accordingly, this is to advise that by accepting public funds, your**

organization may be subject to the South Carolina Freedom of Information Act.

By submitting this application, the organization certifies that it has read and understands the paragraphs above. The organization additionally certifies that it does not discriminate in any manner on the basis of race, color, national origin, age, sex, disability, religion, or language and that all funds that may be received by the applicant organization from the Town of Bluffton, South Carolina will be solely used for the purposes set forth in this application and will comply with all laws and statutes, including the South Carolina Code of Laws regarding Allocations of Accommodations Tax Revenues.

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By typing your name below, you are signing this application electronically. You agree that your electronic signature is the legal equivalent of your manual signature on this application.

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Signature	MARY A O'NEILL
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Signatory's Title or Position	Committee member marketing
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Email not displaying correctly? [View it in your browser.](#)

Internal Revenue Service

Department of the Treasury

P. O. Box 2508  
Cincinnati, OH 45201

Date: November 20, 2000

Coastal Conservation Association  
4801 Woodway, Suite 220W  
Houston, TX 77056-1805

Person to Contact:  
Carol Kraft - #31-01135  
Customer Service Specialist  
Toll Free Telephone Number:

8:00 a.m. to 9:30 p.m. EST  
877-829-5500

Fax Number:  
513-263-3756

Federal Identification Number:  
74-1984482

Dear Sir:

This letter is in response to your request for a copy of your organization's determination letter. This letter will take the place of the copy you requested.

Our records indicate that a determination letter issued in August 1978 granted your organization exemption from federal income tax under section 501(c)(3) of the Internal Revenue Code. That letter is still in effect.

Based on information subsequently submitted, we classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of \$20 a day, up to a maximum of \$10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

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



# TOWN OF BLUFFTON

June 29, 2023

DATE ISSUED

April 30, 2024

EXPIRES

LIC-06-23-051147

LICENSE NUMBER

019608-2023

BUSINESS ID

**Coastal Conservation Association South Carolina**

COMPANY NAME

**Coastal Conservation Association South Carolina**

DBA NAME

**Other Business Support Services**

BUSINESS TYPE

**Fundraiser**

DESCRIPTION/CONDITIONS

 3021 McNaughton DR 10  
 Columbia SC 29223

BUSINESS LOCATION

 3021 McNaughton DR 10  
 Columbia SC 29223

MAILING LOCATION

ALL BUSINESSES LOCATED IN THE TOWN OF BLUFFTON MUST POST THE BUSINESS LICENSE IN A VISIBLE LOCATION WITHIN THE BUSINESS LOCATION AS REFERENCED ABOVE AND IS VALID FOR THIS LOCATION ONLY. ALL BUSINESSES LOCATED OUTSIDE THE TOWN OF BLUFFTON MUST KEEP A CURRENT COPY WHILE CONDUCTING BUSINESS INSIDE THE TOWN OF BLUFFTON. CHANGE IN LOCATION OR OWNERSHIP REQUIRES A NEW LICENSE. IF THE BUSINESS IS CLOSED, CONTACT OUR OFFICE AT 843-706-4501 TO UPDATE ACCOUNT.

## **Section 6-21 Purpose and Duration of Business License**

The business license levied by this ordinance is for the purpose of providing such regulation as may be required for the business subject thereto and for the purpose of raising revenue for the general fund through a privilege tax. Each license shall be issued for one (1) calendar year ending December 31. The provisions of this ordinance and the rates herein shall remain in effect from year to year as amended by Town Council.

## **Renewal Process**

Renewal notices are mailed in January of each year to all active businesses.

## **Section 6-22-A License Tax**

The required license tax shall be paid for each business subject hereto according to the applicable rate classification on or before the thirtieth (30th) day of April in each year.

Coastal Conservation Association South Carolina  
 3021 McNaughton DR 10  
 Columbia SC 29223

Construction within the Town of Bluffton  
 shall only occur during the hours of  
 7:00am - 7:00pm Monday thru Saturday  
 and 12:00pm - 7:00pm on Sunday.



2023 BUDGET

**BRATING CONSERVATION WEEKEND IN BLUFFTON BUDGET**  
**BUDGET WORKSHEET**

Bluffton		Bluffton	16-Sep-23
(Chapter Name)		(Name of Banquet/Event)	(Date of Event)
<b>A. Revenue</b>			
1	CCA Store		
2	ATAX GRANT	10,000.00	
3	Live Auction	75,000.00	
4	Raffle	16,000.00	
5	Silent Auction	7,000.00	
6	Sponsorships	40,000.00	
7	Life Memberships		
8	NON SPONSOR Tickets	20,000.00	
9	<b>Total Revenue</b>		<b>\$ 168,000.00</b>
			(sum A1 thru A7d)
<b>B. Expenses</b>			
1.	Auctioneer	800.00	
2.	Bartender/Waitresses	1,400.00	
3.	Beverages	1,700.00	
4	CCA Store		
5	Change	400.00	
6	Facilities rental		
7	Food/Caterer	9,000.00	
8	Raffle Registration	50.00	
9	Invitations - Letters		
10	Sponsor Printing	1,100.00	
11	Liquor License	45.00	
12	Live auction items	27,000.00	
13	Postage	included w/ invitations	
14	Programs/Trip Boards/Sponsor Board	2,000.00	
15	Raffle items	6,000.00	
16	Rentals other than facility	15,000.00	
17	Sales people (raffle girls)	1,800.00	\$1610 + \$143.mileage
18	Security/Clean UP		
19	Advertising	10,000.00	
20	Silent Auction Items	870.00	
21	Other (specify)	(a.) 1,600.00	sponsor gifts
		(b.) 1,200.00	committee shirts
		(c.)	
		(d.)	
22	<b>Total Expenses</b>		<b>79,965.00</b>
			(sum B1 thru B20d)
<b>C. Results incl Membership</b>			<b>88,035.00</b>
			(A8 less B21)
<b>D. Membership incl in Revenue</b>			
1.	New/renewal - 129	4,515.00	
2	Associate - 61	1,220.00	
3	Youth - 16	160.00	
4	Life-5	5,000.00	
5	Star- 16	560.00	
	<b>Total Membership</b>		<b>11,455.00</b>
			(D1 thru D2)
<b>E. Results net of Membership</b>			<b>76,580.00</b>
			(C less D3)

P&amp;L 2022

**ANNUAL BANQUET/EVENT**  
**BUDGET WORKSHEET**

	Bluffton (Chapter Name)	Bluffton (Name of Banquet/Event)	10-Sep-22 (Date of Event)
<b>A. Revenue</b>			
1 CCA Store			
2 Games (Beer for a Year)			
3 Live Auction		74,175.00	
4 Raffle		16,110.00	
5 Silent Auction		5,588.00	
6 Sponsorships		38,500.00	
7 Life Memberships			
8 Tickets Sold at The Door		7,353.00	
9 <b>Total Revenue</b>			\$ 141,726.00 (sum A1 thru A7d)
<b>B. Expenses</b>			
1. Auctioneer		800.00	
2. Bartender/Waitresses		1,430.00	
3. Beverages		1,673.25	
4 CCA Store			
5 Change		400.00	
6 Facilities rental			
7 Food/Caterer		7,528.40	
8 Raffle Registration		50.00	
9 Invitations - Letters			
10 Sponsor Printing		1,082.33	
11 Liquor License		45.00	
12 Live auction items		26,910.41	
13 Postage		included w/ invitations	
14 Programs/Trip Boards/Sponsor Board		1,196.89	
15 Raffle items		5,974.77	
16 Rentals other than facility		11,845.09	
17 Sales people (raffle girls)		1,753.00	\$1610 + \$143.mileage
18 Security/Clean UP			
19 Signs/Posters/			
20 Silent Auction Items		869.57	
21 Other (specify)	(a.)	1,563.50	sponsor gifts
	(b.)	1,159.10	committee shirts
	(c.)		
	(d.)		
22 <b>Total Expenses</b>			64,281.31 (sum B1 thru B20d)
<b>C. Results incl Membership</b>			77,444.69 (A8 less B21)
<b>D. Membership incl in Revenue</b>			
1. New/renewal - 129		4,515.00	
2 Associate - 61		1,220.00	
3 Youth - 16		160.00	
4 Life-5		5,000.00	
5 Star- 16		560.00	
<b>Total Membership</b>			11,455.00 (D1 thru D2)
<b>E. Results net of Membership</b>			65,989.69 (C less D3)

Minutes from CCA Bluffton Meeting  
May 25, 2023

Present: CHAIRMAN Erik DeLong; TREASURER John Anderson; members: Mary O'Neill, Chip Chase, Jason Alderson, Joe Cerracchio, Parker

Absent: Austin Branch, Jim Evans, Aaron Nelson

Call to Order

Erik DeLong, Chairman called the meeting to order at 6:15 pm.

Treasurer's Report

John Anderson presented financial report including 2022 P&L along with the 2023 proposed budget for ATAX Grant.

Board approved budget.

Discussion

Current estimate is roughly 40 tables needed for Banquet; tent, etc

Chris Jones is confirmed/booked to play from 6pm to 8pm

Kyndel is working on new banners, flags, etc. to promote CCA in the downtown area around the banquet tents.

Meeting adjourned at 8:00 pm.



# ACCOMMODATIONS TAX ADVISORY COMMITTEE STAFF REPORT Department of Finance & Administration

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MEETING DATE: August 15, 2023  
 SUBJECT: Coastal Conservation Association: Celebrating Conservation Weekend in Bluffton  
 PROJECT MANAGER: Shannon Milroy, Budget & Procurement Analyst

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Summarized below is the application from the Coastal Conservation Association for expenses related to "Celebrating Conservation Weekend in Bluffton" for Accommodations Tax grant dollars.

**Requested Amount: \$10,000**

Coastal Conservation Association	Total Budget	Requested ATAX Grant (approx. 13% of event budget)
Advertising & Promotion	\$10,000	\$10,000
Facilities for Civic & Cultural Events	15,000	0
Project Expenses	54,965	0
<b>Total</b>	<b>\$79,965</b>	<b>\$10,000</b>

## Eligible "Tourism-Related Expenditures" per South Carolina Code of Laws:

### Advertising & Promotion of Tourism:

**Total Budget: \$10,000**

- Print and digital advertising, radio, TV spots, email blasts and social media

### Facilities for Civic & Cultural Events:

**Total Budget: \$15,000**

- Rentals other than facility

### Project Expenses:

**Total Budget: \$54,965**

- Auctioneer, event staff, auction and raffle items, beverages, administrative costs such as registrations and licenses.

Festival/Event: The banquet is scheduled to take place on September 16, 2023

Bluffton Event: The CCA Banquet and Auction will be held in "the heart of the Bluffton Historic District" at Martin Family Park.

Tourism Draw %: This is a first-time applicant so tourism statistics are unavailable.

Benefit to Tourism: The Saturday evening banquet will be promoted as an opportunity to plan a weekend getaway in Bluffton where visitors can patron local restaurants, shops, and galleries and take advantage of activities such as My River boat excursions or one of the ECO tours.

Self-Sufficiency % (Financial Need): Amount requested is 13% of the total budget. Other anticipated revenue streams include sponsorships, ticket sales, and proceeds from the raffles as well as the live and silent auction items.



**Table Rating (Scores 0-5 with 5 satisfying the qualifications best, exception Advertising 0-15)**

Amount Recommended	Advertising (15)	Festival / Event (5)	Bluffton Event (5)	Tourism Draw % (5)	Benefit to Tourism (5)	Self-Sufficiency % (5)	Total of 40 possible	Comments
\$10,000	13	4	3	2	4	3	29	

**Previous Funding Amounts - Coastal Conservation Association**

Fiscal Year	Amount Requested	% of Budget	Advisory Committee Recommendation	Town Council Approved	Expended	Comments
N/A						

Accommodations Tax Committee Recommendations and Comments:

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The Committee recommends funding \$10,000 for advertising and promotion of tourism expenses.

**Milroy, Shannon**

**From:** noreply@civicplus.com  
**Sent:** Friday, June 30, 2023 11:02 AM  
**To:** ATax Communications  
**Subject:** Online Form Submittal: Accommodations Tax Grant Application

**WARNING!**

This email originated from outside of the Town of Bluffton's email system. DO NOT click any links or open any attachments unless you recognize the sender and know the content is safe.

## Accommodations Tax Grant Application

**TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION**

## TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

Accommodations Tax Grant Application Instructions [Accommodations Tax Grant Application Instructions](#)

Accommodations Tax Grant Application Instructions I have read and acknowledged the Town of Bluffton, SC Accommodations Tax Grant Application Instructions.

(Section Break)

Application Date	6/30/2023
Full Legal Organization Name	Bluffton Gullah Cultural Heritage Center
Project Name	Exterior/Deconstruction/Stabilization
Total Project Costs	1,701,000
Total ATAX Funds Requested	350,000
Percent of Total Budget	20.5
Address	1255 May River Road
Street Address Line 2	<i>Field not completed.</i>
City	Bluffton

State	SC
Zip Code	29910
Applicant must be designated as a non-profit entity to receive ATAX funds. Please include a copy of your organization's non-profit status, such as your IRS Designation Letter.	<a href="#">CP575Notice 1635175156220 EIN BGHC.pdf</a>
Please upload a copy of your current Town of Bluffton Business License, which is required of all applicants.	<a href="#">Copy of Bluffton Gullah - 2023 bus lic.pdf</a>

### **TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION**

#### Organization Primary Point of Contact

First Name	Giovanni
Last Name	Glover
Title	Executive Director
Phone Number	(561)352-8608
E-mail Address	<a href="mailto:blufftongullahheritage1@gmail.com">blufftongullahheritage1@gmail.com</a>

(Section Break)

#### Organization Secondary Point of Contact

First Name	Caprice
Last Name	Wilborn
Title	Capital Campaign Director
Phone Number	(843)696-7936
E-mail Address	<a href="mailto:cwblufftongullah843@gmail.com">cwblufftongullah843@gmail.com</a>

### **TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION**

Project Description:	The Bluffton Gullah Cultural Heritage Center will be the newest addition along the Nationally recognized Gullah Geechee Cultural Heritage Corridor. The Bluffton Gullah Cultural Heritage Center is a 501(c)3 non-profit cultural and educational
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organization, founded in 2021. The Center will cultivate community experiences through education, preservation, and celebration of the region's rich Gullah history and culture.

The Deer Tongue Building or Old Musk House holds histories of Bluffton Gullah working to bundle deer tongue with twine, selling deer tongue grown by local gullah farmers, gullah children playing under the building, and memories of the smell of deer tongue permeating Bluffton. Preserving, transforming and repurposing this now vacant Deer Tongue Building will add immensely to the fabric of Bluffton, will tell the stories it already holds and will attract visitors from near and far, those traveling along the coast, traveling along the Gullah Geechee national heritage corridor, and those within driving distance for a day trip. Tourists will enjoy the Center's exhibits and educational offerings which will in turn cause those visiting to become more culturally aware while spending more time in our beautiful town. There is no other Gullah Cultural Heritage Center in this region of the Lowcountry of South Carolina. We are working with nationally and internationally renowned Gullah historians, educators and experts to create a Center that will immerse our visitors in an experience they will learn from and take home with them.

This request is to fund a portion of the exterior construction to include the deconstruction and stabilization of the Deer Tongue Building. Pearce Scott are the architects of the Bluffton Gullah Cultural Heritage Center. Shoreline Construction is the contractor. Re:Purpose Savannah will lead the deconstruction and cataloging of all salvageable materials which will then be used to rebuild and repurposed as we create the Center. Re:Purpose Savannah is a women+ led 501(c)3 nonprofit establishing a sustainable future through the deconstruction and reuse of historic buildings. Each is responsible for their part in transforming the building into the Bluffton Gullah Cultural Heritage Center. See renderings, permits and budgets attached.

---

**All advertising/marketing paid for with Town of Bluffton Accommodations Tax dollars must incorporate the branding shown here: **Town of Bluffton Brand Standards**. The use of the Town's logo must meet the design standards outlined at the aforementioned link and be approved by the Town. Designs may be submitted electronically using this **link**. Please allow five (5) business days for approval.**

---

Impact on or Benefit to  
Tourism:

The Lowcountry of South Carolina is a draw for millions of visitors yearly. Beaufort County alone sees 2 million visitors yearly. Bluffton is already a destination and in 2021 (with the pandemic still impacting the nation) welcomed 481,500 visitors providing \$187 Million in economic impact supporting 2,782 jobs according to a 2021 Impact of Tourism in Bluffton on Beaufort County, SC study conducted by the College of Charleston's School of Business Office of Tourism Analysis.

Gullah culture and life has gained national and international attention. In more recent years, interest in Gullah culture has increased. In 2021, The University of South Carolina conducted a Social Media Insight Study, and found that cultural tourism is a growing and popular trend within the state.

According to the 2020 Report Market for Gullah Geechee Heritage Tourism, the potential economic impact for Gullah Geechee Corridor States was \$34 Billion. This is based on travelers who have both indicated they would visit Gullah Geechee sites and expressed interest in visiting African American heritage sites in the South. <sup>[1]</sup><sub>SEP</sub>

The BGCHC will be the epicenter of Gullah Heritage in Bluffton, bringing tourists near and far to learn and celebrate a rich history that has impacted and influenced Lowcountry life, Southern culture and more. We will preserve and curate experiences and programming that will both be impactful and educational. <sup>[1]</sup><sub>SEP</sub>

By providing a Gullah cultural heritage center visitors will immerse themselves in the Gullah culture through exhibits, food offerings and educational programs leaving them with a greater feeling about the Center and Bluffton which will lead them to feel and speak fondly about Bluffton and return to Bluffton for future visits.

Further, The Bluffton Gullah Cultural Heritage Center will provide an opportunity for visitors to extend their stay beyond a day trip, ultimately providing greater economic impact to the Town of Bluffton through hospitality and lodging spending.

At a minimum, we project drawing 15%, or 75,000 of the current visitors to Bluffton and attracting another 25,000 to visit the newest addition to the Gullah Geechee national corridor. This would place our visitation in year one at 100,000. We will recruit members among the visitors, which will allow us to stay in touch with them, encouraging them to return to Bluffton to see new and rotating exhibits, new program offerings and events.

**“Tourist” means a person who does not reside within the corporate limits of the Town or within a Town zip code that takes a trip into the corporate limits of the Town for any purpose, except daily commuting to and from work.**

**“Travel” and “Tourism” mean the action and activities of people taking trips outside their home communities for any purpose, except daily commuting to and from work.**

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(Section Break)

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Project/Event Start & End Date:	8/15/2023 - 11/15/2023
Multi-Year Project/Event?	No
Permits Required, if any:	Yes, Town of Bluffton Planning Commission has approved preliminary development plan 4/27/22 and final development plan approved 9/21/2022. Final development plan approved by the Town of Bluffton 1/9/2023. Town of Bluffton Historic Preservation Committee approved a Historic District (COFA) 2/3/22 Demolition permit obtained. See documents attached.
Additional Comments:	Budgets provided on construction are projections as we await bids to be presented. We expect several bids within the next two weeks. We will forward any updates to the Town Committee as we receive them.

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## **TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION**

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### **FINANCIAL INFORMATION**

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Project/Event Line Item Budget	<a href="#">Stabilization.pdf</a>
Most Recent Fiscal Year Balance Sheet and Profit and Loss Accounting Statement	<a href="#">BGCHC Balance Sheet and PL ATAX.pdf</a>
Financial Guarantee	<a href="#">Bluffton Gullah Heritage Center March 16, 2023.docx</a>

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*Applicant must provide a copy of official minutes wherein the sponsoring organization approves the project and commits the organization to financial responsibility for carrying it out to the stage of completion.*

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(Section Break)

**Please list all contributions made to the project/event by the sponsoring organization. This shall include both monetary and in-kind goods and/or services, as applicable.**

Contribution	n/a
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Amount/Value	0
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Contribution	n/a
--------------	-----

Amount/Value	0
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(Section Break)

Have you requested, received or been awarded funding from other sources or organizations (including additional ATAX funds from other local entities) for this project/event?	Yes
--	-----

If yes, please list all sources and amounts:

Funding Source	ATAX
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Amount	\$15,000
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Funding Source	ATAX
----------------	------

Amount	\$45,000
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Funding Source	<i>Field not completed.</i>
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Amount	<i>Field not completed.</i>
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Funding Source	<i>Field not completed.</i>
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Amount	<i>Field not completed.</i>
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## **TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION**

### **PRIOR RECIPIENT'S REPORT**

If your organization has received ATAX funding from the Town of Bluffton in previous years, you must complete the below information. Only the information for the most recent round of funding is required.

If you have not received ATAX funding from the Town of Bluffton, please answer "No" and skip this section, and sign and submit your application.

Has your organization previously received ATAX funds from the Town of Bluffton?	Yes
Project/Event Name	Bluffton Gullah Cultural Heritage Center
Year	2022
Amount Awarded	60,000
Was project completed?	No
If project was not completed, please explain:	Funds have not been expended as of June 30, 2023. All funds will be spent on the advertising and restrooms within time permitted.
How were the funds used?	n/a
What impact did this project/event have on the community or benefit tourism? Describe how the tourism data was measured.	n/a
(Section Break)	
Please provide the project/event budgets for the previous two (2) years.	<i>Field not completed.</i>
Additional Comments	<i>Field not completed.</i>

## TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

**All applicants will be required to come before the Accommodations Tax Advisory Committee (ATAC) and answer any and all questions when scheduled to do so.**



**Any organization awarded funds for advertising/marketing must incorporate the Bluffton Heart of the Lowcountry brand logo in all promotional materials and advertising.**

**The South Carolina Freedom of Information Act (FOIA) defines a “public body” as any organization or corporation supported in whole or in part by public funds or expending public funds. If awarded, your organization’s acceptance of public funds from the Town of Bluffton may cause your organization to come within the meaning of “public body” as defined by the Freedom of Information Act. S.C. Code Ann. §30-4-10, et seq. (Supp. 2002). Accordingly, this is to advise that by accepting public funds, your organization may be subject to the South Carolina Freedom of Information Act.**

**By submitting this application, the organization certifies that it has read and understands the paragraphs above. The organization additionally certifies that it does not discriminate in any manner on the basis of race, color, national origin, age, sex, disability, religion, or language and that all funds that may be received by the applicant organization from the Town of Bluffton, South Carolina will be solely used for the purposes set forth in this application and will comply with all laws and statutes, including the South Carolina Code of Laws regarding Allocations of Accommodations Tax Revenues.**

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**By typing your name below, you are signing this application electronically. You agree that your electronic signature is the legal equivalent of your manual signature on this application.**

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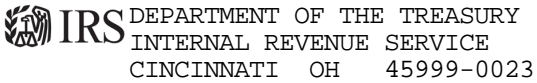
Signature	Giovanni L Glover
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Signatory's Title or Position	Executive Director
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Email not displaying correctly? [View it in your browser.](#)



Date of this notice: 10-25-2021

Employer Identification Number:  
87-3243654

Form: SS-4

Number of this notice: CP 575 A

BLUFFTON GULLAH CULTURAL HERITAGE  
CENTER  
% BRIDGETTE FRAZIER  
PO BOX 3737  
BLUFFTON, SC 29910

For assistance you may call us at:  
1-800-829-4933

IF YOU WRITE, ATTACH THE  
STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 87-3243654. This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

When filing tax documents, payments, and related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear off stub and return it to us.

Based on the information received from you or your representative, you must file the following form(s) by the date(s) shown.

Form 1120

04/15/2022

If you have questions about the form(s) or the due date(s) shown, you can call us at the phone number or write to us at the address shown at the top of this notice. If you need help in determining your annual accounting period (tax year), see Publication 538, *Accounting Periods and Methods*.

We assigned you a tax classification based on information obtained from you or your representative. It is not a legal determination of your tax classification, and is not binding on the IRS. If you want a legal determination of your tax classification, you may request a private letter ruling from the IRS under the guidelines in Revenue Procedure 2004-1, 2004-1 I.R.B. 1 (or superseding Revenue Procedure for the year at issue). Note: Certain tax classification elections can be requested by filing Form 8832, *Entity Classification Election*. See Form 8832 and its instructions for additional information.

**IMPORTANT INFORMATION FOR S CORPORATION ELECTION:**

If you intend to elect to file your return as a small business corporation, an election to file a Form 1120-S must be made within certain timeframes and the corporation must meet certain tests. All of this information is included in the instructions for Form 2553, *Election by a Small Business Corporation*.

If you are required to deposit for employment taxes (Forms 941, 943, 940, 944, 945, CT-1, or 1042), excise taxes (Form 720), or income taxes (Form 1120), you will receive a Welcome Package shortly, which includes instructions for making your deposits electronically through the Electronic Federal Tax Payment System (EFTPS). A Personal Identification Number (PIN) for EFTPS will also be sent to you under separate cover. Please activate the PIN once you receive it, even if you have requested the services of a tax professional or representative. For more information about EFTPS, refer to Publication 966, *Electronic Choices to Pay All Your Federal Taxes*. If you need to make a deposit immediately, you will need to make arrangements with your Financial Institution to complete a wire transfer.

The IRS is committed to helping all taxpayers comply with their tax filing obligations. If you need help completing your returns or meeting your tax obligations, Authorized e-file Providers, such as Reporting Agents (payroll service providers) are available to assist you. Visit the IRS Web site at [www.irs.gov](http://www.irs.gov) for a list of companies that offer IRS e-file for business products and services. The list provides addresses, telephone numbers, and links to their Web sites.

To obtain tax forms and publications, including those referenced in this notice, visit our Web site at [www.irs.gov](http://www.irs.gov). If you do not have access to the Internet, call 1-800-829-3676 (TTY/TDD 1-800-829-4059) or visit your local IRS office.

**IMPORTANT REMINDERS:**

- \* Keep a copy of this notice in your permanent records. **This notice is issued only one time and the IRS will not be able to generate a duplicate copy for you.** You may give a copy of this document to anyone asking for proof of your EIN.
- \* Use this EIN and your name exactly as they appear at the top of this notice on all your federal tax forms.
- \* Refer to this EIN on your tax-related correspondence and documents.

If you have questions about your EIN, you can call us at the phone number or write to us at the address shown at the top of this notice. If you write, please tear off the stub at the bottom of this notice and send it along with your letter. If you do not need to write us, do not complete and return the stub.

Your name control associated with this EIN is BLUF. You will need to provide this information, along with your EIN, if you file your returns electronically.

Thank you for your cooperation.





State of South Carolina  
Office of the Secretary of State  
The Honorable Mark Hammond

Jun 22, 2023

Bluffton Gullah Cultural Heritage Center  
Giovanni Glover  
1255 May River Rd  
BLUFFTON, SC 29910

RE: Registration Confirmation

Charity Public ID: P72943

Dear Giovanni Glover :

This letter confirms that the Secretary of State's Office has received and accepted your Registration, therefore, your charitable organization is in compliance with the registration requirement of the "South Carolina Solicitation of Charitable Funds Act." The registration of your charitable organization will expire on May 15, 2024.

If any of the information on your Registration form changes throughout the course of the year, please contact our office to make updates. It is important that this information remain updated so that our office can keep you informed of any changes that may affect your charitable organization.

If you have not yet filed your annual financial report or an extension for the annual financial report, the annual financial report is still due 4 ½ months after the close of your fiscal year.

- Annual financial reports must either be submitted on the Internal Revenue Service Form 990 or 990-EZ or the Secretary of State's Annual Financial Report Form.
- If you wish to extend the filing of that form with us, please submit a written request by email or fax to our office using the contact information below. Failure to submit the annual financial report may result in an administrative fine of up to \$2,000.00.

If you have any questions or concerns, please visit our website at [www.sos.sc.gov](http://www.sos.sc.gov) or contact our office using the contact information below.

Sincerely,

Kimberly S. Wickersham  
Director, Division of Public Charities

# TOWN OF BLUFFTON

June 12, 2023

DATE ISSUED

April 30, 2024

EXPIRES

LIC-06-23-050712

LICENSE NUMBER

018719-2022

BUSINESS ID

**Bluffton Gullah Heritage Center**

COMPANY NAME

**Bluffton Gullah Heritage Center**

DBA NAME

**Non Profit - Museums**

BUSINESS TYPE

**Education and Preservation of the Gullah Culture**

DESCRIPTION/CONDITIONS

 1255 MAY RIVER RD  
 BLUFFTON SC 29910

BUSINESS LOCATION

 PO Box 3654  
 Bluffton SC 29910

MAILING LOCATION

ALL BUSINESSES LOCATED IN THE TOWN OF BLUFFTON MUST POST THE BUSINESS LICENSE IN A VISIBLE LOCATION WITHIN THE BUSINESS LOCATION AS REFERENCED ABOVE AND IS VALID FOR THIS LOCATION ONLY. ALL BUSINESSES LOCATED OUTSIDE THE TOWN OF BLUFFTON MUST KEEP A CURRENT COPY WHILE CONDUCTING BUSINESS INSIDE THE TOWN OF BLUFFTON. CHANGE IN LOCATION OR OWNERSHIP REQUIRES A NEW LICENSE. IF THE BUSINESS IS CLOSED, CONTACT OUR OFFICE AT 843-706-4501 TO UPDATE ACCOUNT.

## **Section 6-21 Purpose and Duration of Business License**

The business license levied by this ordinance is for the purpose of providing such regulation as may be required for the business subject thereto and for the purpose of raising revenue for the general fund through a privilege tax. Each license shall be issued for one (1) calendar year ending December 31. The provisions of this ordinance and the rates herein shall remain in effect from year to year as amended by Town Council.

## **Renewal Process**

Renewal notices are mailed in January of each year to all active businesses.

## **Section 6-22-A License Tax**

The required license tax shall be paid for each business subject hereto according to the applicable rate classification on or before the thirtieth (30th) day of April in each year.

Bluffton Gullah Heritage Center  
 PO Box 3654  
 Bluffton SC 29910

Construction within the Town of Bluffton shall only occur during the hours of
7:00am - 7:00pm Monday thru Saturday and 12:00pm - 7:00pm on Sunday.

Lisa Sulka

*Mayor*

Larry Toomer

*Mayor Pro Tempore*

Stephen Steese

*Town Manager*



*Council Members*

Fred Hamilton

Dan Wood

Bridgette Frazier

Kimberly Gammon

*Town Clerk*

February 3, 2022

Wallace Milling  
Witmer Jones Keefer, Ltd.  
23 Promenade Street, Suite 201  
Bluffton, SC 29910

TRANSMITTED ELECTRONICALLY

wallace@wjkltd.com

Billy Watterson  
Watterson Brands, Inc.  
1227 May River Road, Suite 300  
Bluffton, SC 29910

TRANSMITTED ELECTRONICALLY

billy.watterson@wattersonbrands.com

Dear Sirs:

On February 2, 2022, the Town of Bluffton Historic Preservation Commission (HPC) approved a Certificate of Appropriateness - Historic District (COFA) – Demolition, to allow the demolition of the non-historic, northern portion of the Contributing Structure of approximately 2,045 square feet, and the relocation of the remaining historic structure of approximately 1,585 square feet known as the Deer Tongue Warehouse, and the demolition of four non-contributing structures of approximately 515 square feet, 525 square feet, 775 square feet, and 1,980 square feet located at 1257 May River Road (Tax Map ID No. R610 039 00A 0235 0000 in the Old Town Bluffton Historic District and zoned Neighborhood General—HD (COFA-10-21-015994) with the following conditions:

1. Per Section 3.18.3.E. of the Unified Development Ordinance (UDO), to preserve existing building's historic character and architecture as a Contributing Structure, the HPC determined that only the non-historic (northern) portion of the contributing structure may be demolished.
2. Furthermore, the HPC determined that the 1945-era historic contributing structure may be relocated to the western side of its present lot subject to the conditions that it be oriented parallel to May River Road and sited ten (10) feet from the side property line.
3. Furthermore, the HPC determined that the non-contributing structures, identified in the Applicant's application and narrative as Structures B, C, D, and E may be demolished. Additional permits will be required from Building Safety.

Any person aggrieved by the decision of the HPC may file an appeal pursuant to the South Carolina Code of Laws, Section 6-29-900 *et sequitur* within 30 days.

*Theodore D. Washington Municipal Building*  
20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910  
Telephone (843) 706-4500 Fax (843) 757-6720  
[www.townofbluffton.sc.gov](http://www.townofbluffton.sc.gov)

Upon issuance, a Certificate of Appropriateness (COFA) remains valid for two (2) years from this approval date (02/02/2022). If the project is not substantially complete within the time limit, the COFA expires.

Please be advised that a COFA is not a permit to begin demolition. All necessary permits and licenses shall be obtained prior to commencing with demolition of the non-contributing structures and the partial demolition of the contributing structure. Prior to moving the Contributing Structure, a Development Plan and a COFA for the final placement and improvements to the remaining contributing structure is required. Please contact the Town of Bluffton Customer Service Center at (843) 706-4500 if you have any questions.

Sincerely,



Glen Umberger  
Historic Preservationist  
Department of Growth Management





December 10, 2021

1257 May River Road

### Narrative

On behalf of the owner Billy Watterson, we would like to submit a Demolition and Relocation application for 1257 May River Road.

A Restaurant, known as Pepper's Porch, and four other accessory buildings are currently existing on the property. There is a parking area to the north of the property. The Deer Tongue Warehouse contains the dining portion of the restaurant closest to May River Road. The rear of the restaurant building contains the kitchen area.

We plan to preserve and relocate the Deer Tongue Warehouse (1945) as this is a contributing structure and demolish the remaining structures. The Deer Tongue Warehouse will be relocated to the western side of the property. This historic structure was previously moved in the 1980's and was originally located across the Huger Cove from the Seabrook House.

The exhibits will show the buildings to be demolished in red and the portion of the existing restaurant (Deer Tongue Warehouse) that will be relocated in blue.

Please reference the attached exhibit for pictures.

An Asbestos and Structural report are also included in the submittal.

Thank you for your consideration,

Amanda Jackson Denmark  
Project Manager



**Structure A**

Contributing Portion – Deer Tongue Warehouse  
Metal Gable Roof w/ Shed Porch  
Mix of Corrugated Metal and Wood Siding  
Relocated circa 1995

Non Contributing Portion  
Metal Gable Roof  
Pre-Manufactured home w/ modifications  
Added circa 1995

**Structure B**

Non Contributing  
Metal Gable Roof  
Slab on Grade  
Wood Siding / Screen  
Unconditioned  
Constructed circa 1995

**Structure C**

Non Contributing  
Metal Gable Roof  
Slab on Grade  
Wood Panel and Plywood Siding  
Unconditioned  
Constructed circa 1995

**Structure D**

Non Contributing  
Metal Gable Roof  
Slab on Grade  
Wood Panel and Plywood Siding  
Unconditioned  
Constructed circa 1995

**Structure E**

Non Contributing  
Metal Gable Roof  
Slab on Grade, Wood Deck  
Block, Wood Panel and Metal Siding  
Screened at Shed Roof Portion  
Block portion constructed circa 1986  
Wood Framed portion constructed circa 1995



NEW COMMERCIAL SPACE:

BLUFFTON GULLAH CULTURAL HERITAGE CENTER

1255 May River Road, Lot C

HPC Final Submittal - 08.05.22

GENERAL NOTES

1. The contractor is responsible for compliance, and shall construct, to all applicable local, state, and federal codes and regulations, in conformance to all industry standards and methods of construction, and per manufacturer's recommended installations. Contractor to file all required certificates of insurance, permits, bonds, and fees prior to commencement of work.
2. All materials will be new, unless otherwise specified. All materials, finishes, and workmanship will meet accepted industry standards, and will be consistent with the plans regarding sizes. A reasonable allowance on all dimensions is allowed according to normal industry standards.
3. For dimensions not shown or in question, the contractor will notify Architect of any discrepancies or conflicts before proceeding.
4. For discrepancies or conflicts between the architectural and engineering drawings, the contractor shall request clarification from the Architect before proceeding.
5. Contractor shall verify all existing field conditions. Any discrepancies shall be brought to the attention of the Architect.
6. Contractor to provide a sample board of exterior materials, finishes and colors for final approval by Owner.
7. Contractor to provide a job sign in accordance with the neighborhood/development regulations.
8. The site is to be kept clean at all times for the duration of the project.
9. The design documents are instruments of professional service and shall remain the property of Pearce Scott Architects. Such instruments shall not be used by the client, or others, for any other purposes without the prior written consent of the Architect. The documents are a one-time only use.
10. The design documents are to be used for design intent and in coordination with supplemental engineering documents. See note 5.
11. All walls are dimensioned to the face of stud or masonry unless noted otherwise. Existing walls are dimensioned to finished surface.
12. See structural engineering documents for structural connection details and call-outs, calculation and notes required by code, and details for wall and roof connections including tie down requirements.
13. The design documents do not indicate required drainage and other site related work requirements. See landscape, civil, or other supplemental drawings.
14. When the Architect is contracted for construction observation services by the owner, the Contractor will coordinate with the Architect for progress visits based on the schedule and availability of both parties. Pay applications, if applicable, shall be provided to the Architect prior to the meeting to allow site review of work within the billing cycle.



PROJECT DESCRIPTION

This project is a Reconstruction of the Contributing Structure know as the Deer Tongue Warehouse. The structure will be sympathetically dismantled and materials will be stored on site. The reconstructed building will be home of the Bluffton Gullah Cultural Heritage Center.

This building is part of the Ma Daisy Development Plan which includes a total of 3 adjacent properties. These properties will share outdoor spaces and some plumbing fixture requirements.

LOCATION MAP



AREA CALCULATIONS

FIRST FLOOR UNHEATED: 532 S.F.  
FIRST FLOOR HEATED: 1,496 S.F.  
TOTAL UNDER ROOF: 2,028 S.F.

(checked 07/16/22 by A.J.D.)

OCCUPANCY CALCULATIONS

ASSEMBLY: 1,186 S.F.

(checked 07/16/22 by A.J.D.)

PROJECT ANALYSIS

ZONING DISTRICT: Neighborhood General HD  
BUILDING TYPE: Additional Building Type  
USE OF PROPERTY: Assembly

GROSS SITE ACRES: 0.26 Ac., 11,442 s.f.

\*\* REFER TO LANDSCAPE DRAWINGS FOR PARKING SUMMARY CALCULATIONS \*\*

FRONT, SOUTH BUILD-TO ZONE: 10'-20'  
Requesting deviation per tree locations & canopies  
RIGHT, EAST SETBACK: 10'  
REAR, NORTH SETBACK: 25'  
(Building 3)  
SIDE, WEST SETBACK: 10'

SITE ALLOWABLES:	ALLOW:	CURRENT:
MIN. FINISH PAD ELEV.:		24.15' amsl
MAX. BUILDING FOOTPRINT:	2,000 s.f.	1,406 s.f.
MAX. BUILDING STORIES:	1.25 Stories	1 Story

(checked 07/05/22 by A.J.D.)

SHEET INDEX

NUMBER	NAME	ORIG ISSUE	REV#	REV DATE
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PROJECT INFORMATION

.CVR	COVER SHEET & DWG INDEX	08.05.2022		
G002	CODE RESEARCH	08.05.2022		
G003	MATERIAL FINISHES			

CIVIL

-	SURVEY			
C001	CIVIL COVER & NOTES			

LANDSCAPE

L10	OVERALL REFERENCE PLAN			
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STRUCTURAL

S101	STRUCTURAL			
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ARCH. SITE

A001	SITE PLAN	08.05.2022		
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ARCH. FLOOR PLANS

A101	EXIST. FLOOR & DEMO PLANS	08.05.2022		
A102	PROPOSED FLOOR PLAN	08.05.2022		
A103	PROPOSED ROOF PLAN	08.05.2022		

ENLARGED PLANS

A303	ENLARGE PLANS & INT. ELEV.			
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ARCH. EXT. ELEVATIONS

A401	EXISTING ELEVATIONS	08.05.2022		
A402	PROPOSED ELEVATIONS	08.05.2022		
A403	PROPOSED ELEVATIONS	08.05.2022		

ARCH. BLDG. SECTIONS

A501	WALL SECTIONS	08.05.2022		
A502	DETAILS	08.05.2022		
A503	WINDOW & DOOR DETAILS	08.05.2022		

PLUMBING

P100	PLUMBING NOTES			
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MECHANICAL

M100	MECHANICAL NOTES			
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ELECTRICAL

E001	ELECTRICAL LEGEND			
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PROJECT TEAM

OWNER:  
Daisy's Legacy, LLC  
Billy Watterson  
1227 May River Road, Suite 300  
Bluffton, SC 29910  
P: 843.757.2957  
billy.watterson@watersonbrands.com

ARCHITECT:  
Pearce Scott Architects  
H. Pearce Scott, AIA  
Sarah S. Kepple  
6 State of Mind Street, Suite 200  
Bluffton, SC 29910  
P: 843.837.5700  
C: 843.816.6067  
pearce@pscottarch.com  
sarah@pscottarch.com

GENERAL CONTRACTOR:  
Shoreline Construction  
Kyle Barnes  
3087 Argent Blvd.  
Ridgeland SC, 29936  
P: 843.548.2130  
C: 843.247.0157  
kyle@shoreline-commercial.com

LANDSCAPE ARCHITECT:  
Witmer-Jones-Keefer, Ltd.  
Caleb King  
23 Promenade St., Suite 201  
Bluffton, SC 29910  
P: 843.757.7411  
C: 843.290.2623  
caleb@wjkltd.com

CIVIL:  
Ward Edwards Engineering  
Conor Blaney  
119 Palmetto Way, Suite C  
PO Box 381  
Bluffton, SC 29910  
P: 843.837.5250  
C: 757.814.0824  
cblaney@wardedwards.com

ELECTRICAL ENGINEER:  
Sustainable Design Consultants, LLC  
Warren R. Law, P.E., RCDD, LEED AP  
1 Diamond Causeway, Suite 7  
Savannah, GA 31406  
P: 912.677.7716  
C: 912.660.9079  
wlaw@sdcsav.com

PLUMBING & MECH. ENGINEER:  
Clements Engineering Services, LLC  
Warren H. Clements, PE  
100 Brampton Ave, 2D  
Statesboro, GA 30458  
P: 912.212.6117  
warren.clementseng.com

INTERIOR DESIGNER:  
Martha's Vineyard Interior Design  
Liz Stiving  
56 Main Street / PO Box 1182  
Vineyard Haven, MA 02568  
P: 508.687.9555  
C: 508.418.6802  
liz@mvidesign.com

NEW COMMERCIAL SPACE FOR:

BLUFFTON GULLAH CULTURAL HERITAGE CENTER

DAISY'S LEGACY, LLC

1255 MAY RIVER ROAD, LOT C

BLUFFTON, SC 29910

PEARCE  
SCOTT  
ARCHITECTS

6 STATE OF MIND ST  
SUITE 200  
BLUFFTON, SC 29910  
843.837.5700

NOT FOR CONSTRUCTION

PROJECT NO.	2181.03
DATE	08.05.22
DRAWN BY	AJD
CHECKED BY	AWB

COVER SHEET  
& DRAWING  
INDEX

SHEET NO.

CVR

24X36 PAPER SIZE



GENERAL CODE NOTES

1. Approved numbers or addresses shall be provided in a position that is visible and legible from the street or roadway. Letters and numbers shall be a minimum of 4 inches in height with a minimum 0.5 inch stroke. (501.2)

2. Accessible routes shall coincide with or be located in the same area as a general circulation path. Where the circulation path is interior, the accessible route shall also be interior. (1104.5)

3. The minimum ramp width is 44 inches. If a ramp serves an occupant load of 50 or less, it may be 36 inches wide. If the ramp is serving a high occupant load, check exit requirements above for required width. (1012.5.1 & Table 1020.2) If the ramp is part of the means of egress, the maximum slope is 1:12. All other ramps may have a slope of 1:8 or less. (1012.2)

4. Landings shall be provided at the top, bottom, points of turning and at doors. (1012.6) Landings shall have a length of at least 60 inches in the direction of travel. (1012.6.3)  
The surface shall of slip-resistant materials that are securely attached. (1012.7.1)  
Handrails shall be per stair requirements. (1012.8)  
A curb, rail, wall or barrier shall be provided that prevents the passage of a 4-inch diameter sphere, where any portion of the sphere is within 4 inches of the floor or ground surface. (1012.10.1)  
complying with Section 1009.4

5. Portable fire extinguishers are required to meet all criteria listed in IBC section 906.

6. Toilet rooms to have a smooth, hard non absorbent surface, extending min. 4" onto walls. (1210.2.1)

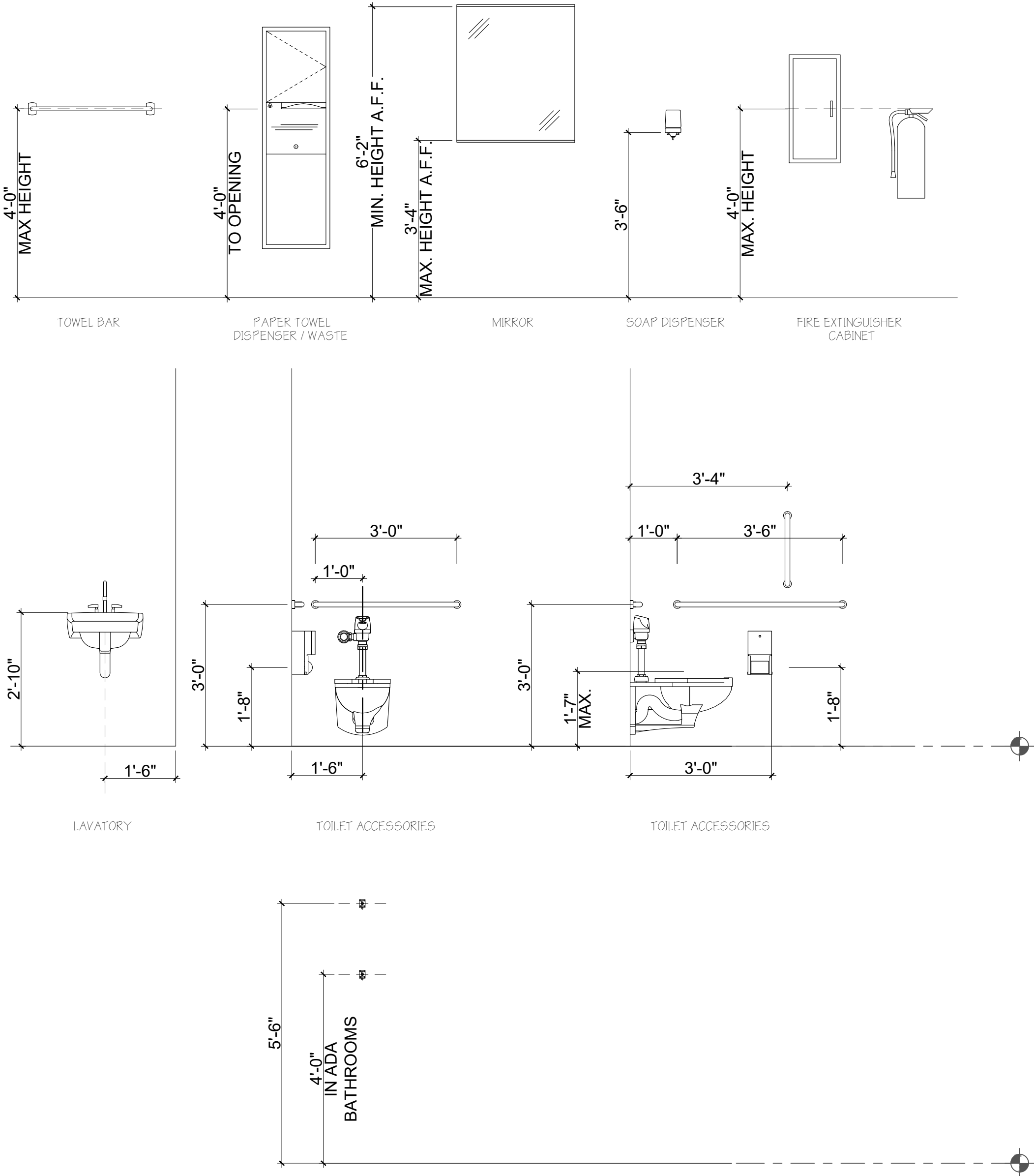
7. Walls within 2 feet of urinals and water closets to be covered with a smooth, hard nonabsorbent surface to a height of 4 feet.

8. The maximum rise of a step is 7" and the maximum tread is 11 inches. (1011.5.2)

9. The minimum headroom vertically from nosing line is 6 feet 8 inches (80 inches). (1011.3)

10. If the elevator is to be the accessible exit all aspects of section 1009.4 shall be met.

11. Approved signs must be posted on all floors adjacent to elevators reading,  
IN CASE OF FIRE, ELEVATORS ARE OUT OF SERVICE. USE EXIT STAIRS. (3002.3)  
Exception: The emergency sign shall not be required for elevators that are part of an accessible means of egress complying with Section 1009.4



1	1/2" = 1'-0"
ADA MOUNTING HEIGHTS	

CODE INFO

I. GENERAL

A. Property Address: 1255 May River Road  
Bluffton, SC 29910

B. Gross Project Area: first fl. heated: 1,486 s.f.

C. Building Height in Stories: 1 Story

II. CODE REQUIREMENTS

A. Applicable Codes (with South Carolina Amendments):

2018 International Building Code  
2017 National Electric Code  
2018 International Mechanical Code  
2018 International Plumbing Code  
2018 International Fire Code  
2009 International Energy Conservation Code  
2017 ICC/ANSI 117.1 Accessibility Code  
2018 NFPA 101 Life Safety Code

B. Occupancy Classification:

Assembly IBC 303.1.1  
Small buildings and tenant space with an Occupancy Load of Less than 50 persons shall be classified as Group B Occupancy.

C. Construction Type:

- Type V-B unprotected - (IBC Section 602)  
no sprinkler
- Allowable Building Height: (IBC Table 504.3)  
Business B: 40' max 18'-0" actual

- Maximum Number of Stories: (IBC Table 504.4)  
Business B: allowed 2 / actual 1

Allowable Area: (IBC Table 506.2)

Unsprinklered

First Floor, Business B:  
allowed: 9,000 s.f. actual: 1,186 s.f.

D. Construction Protection (type V-B)

- Fire Protection of Structural Elements (IBC Table 601)  
Structural Frame: 0-hr Required  
Bearing Walls - Exterior: 0-hr Required  
Bearing Walls - Interior: 0-hr Required  
Non-Bearing Walls: 0-hr Required  
Floor/Ceiling construction: 0-hr Required  
Roof/Ceiling construction: 0-hr Required
- Fire Separation Requirements (IBC 602)  
Fire resistance rating requirements for exterior walls based on separation distance:  
Type V-B: 10 ≤ X < 30 = 0 hr.
- Fire and Smoke Protection Features (IBC Ch. 7)  
No sprinklers

E. Occupancy Load (IBC Table 1004.5)

Assembly A:  
1,134 s.f. / 30 net = 38 occupants

F. Means of Egress (Chapter 10 IBC)

- Stairs: (IBC 1011.2): Required - 36" min. Provided - n/a  
(exception: occupant load less than 50)  
Doors: (IBC 1010.1.1): Required - 32" min. Provided - 34" min.  
Corridors: (IBC 1020.2): Required - 36" min. Provided - n/a  
(exception: occupant load less than 50)  
Ramps: (IBC 1012.5.1): Required - 36" min. Provided - 54"

- Number of Exits per Floor for all Occupancies (IBC Table 1006.3.2)  
1st Floor: 38 occupants Required: 2 Provided: 2

- Travel Distance to Exits  
(two or more egress - IBC Table 1017.2)  
Without Sprinkler System  
Business B: Allowed: 200'-0" max.

- Common Path of Egress Travel Distance,  
space with one exit (IBC Table 1006.2.1)  
Max Occupant Load of space = 49  
Occupant load without Sprinkler system = 100 feet

- Dead End Corridor (IBC 1020.4)  
Exit access shall be arranged such that dead end corridors do not exceed 20 feet in length.

- Corridor Fire Resistance Rating (IBC 1020.1)  
Assembly, Occupant Load Served greater than 30,  
requires 1-hour rating without sprinkler system

G. Marking Means of Egress (IBC 1008 & 1025)  
Means of egress shall have signs in accordance with IBC section 1008 Exits, other than main exterior exit doors shall be marked by an approved sign readily visible from any direction of exit access.

H. Plumbing (Table IBC 2902.1)

NOTE: Buildings 3 & 4 (Maket and Gullah Cultural Center) will share plumbing fixtures as per approved Development Plan.

Minimum number of required plumbing fixtures based on occupancy classification:

Water Closets:  
Business B: (Gullah Cultural Center)  
1 per 25 for first 50  
39 occupants = 2 water closets

Mercantile M: (De Maket, first fl.)  
1 per 500  
29 occupants = 1 water closet

Residential R-2: (De Maket, second fl.)  
1 per dwelling unit  
3 dwelling units = 3 water closet

Lavatories:  
1 per 40 for first 80  
39 + 29 = 68 occupants = 2 sinks

Drinking Fountain:  
1 per 100  
68 occupants = 1 drinking fountain

Service Sink:  
1 per 100  
68 occupants = 1 service sink

Total Required: 3 water closets Provided: 3 toilets  
2 lavatories 4 sinks  
1 drinking fountain 1 drinking fountain  
1 service sink 1 service sink

I. Interior Finishes (IBC Chapter 8)

Wall and Ceiling Finishes in Exit Corridor: n/a  
Wall and Ceiling Finishes: Class C  
Floor Finish: n/a

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								AJD	INITIAL
								08.05.22	DATE
								HPC FINAL SUBMITTAL	DESCRIPTION / REVISION LOG
								NO.	

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NEW COMMERCIAL SPACE FOR:  
BLUFFTON GULLAH CULTURAL HERITAGE CENTER  
DAISY'S LEGACY, LLC  
1255 MAY RIVER ROAD, LOT C  
BLUFFTON, SC 29910

PEARCE  
SCOTT  
ARCHITECTS

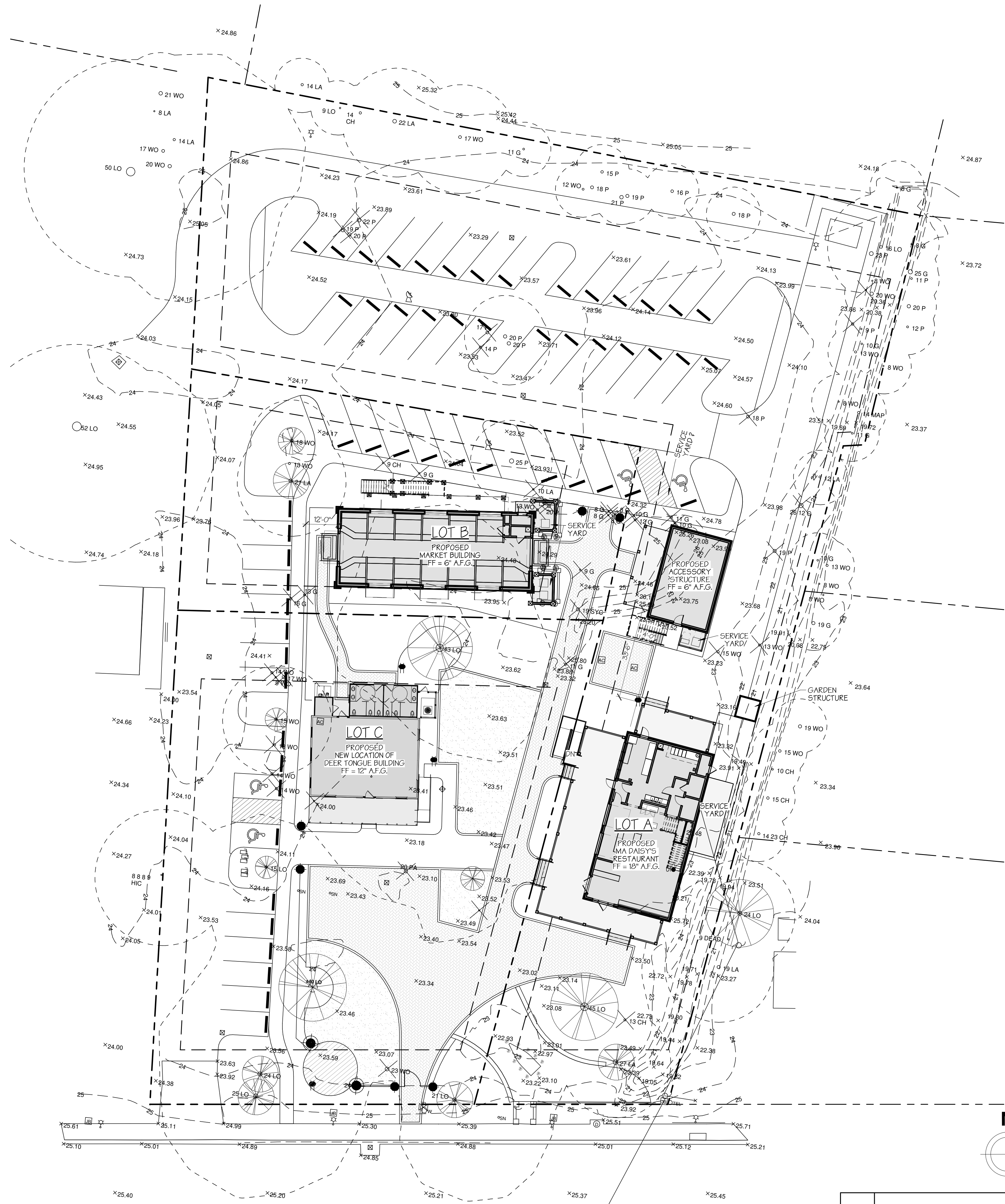
6 STATE OF MIND ST  
SUITE 200  
BLUFFTON, SC 29910  
843.837.5700

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PROJECT NO.	2181.03
DATE	08.05.22
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CODE  
RESEARCH

SHEET NO.  
G002  
24X36 PAPER SIZE



1 1" = 20'-0"  
SITE PLAN

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NEW COMMERCIAL SPACE FOR:  
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BLUFFTON, SC 29910

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SCOTT  
ARCHITECTS

6 STATE OF MIND STREET  
SUITE 200  
BLUFFTON, SC 29910  
843.837.5700

NOT FOR CONSTRUCTION

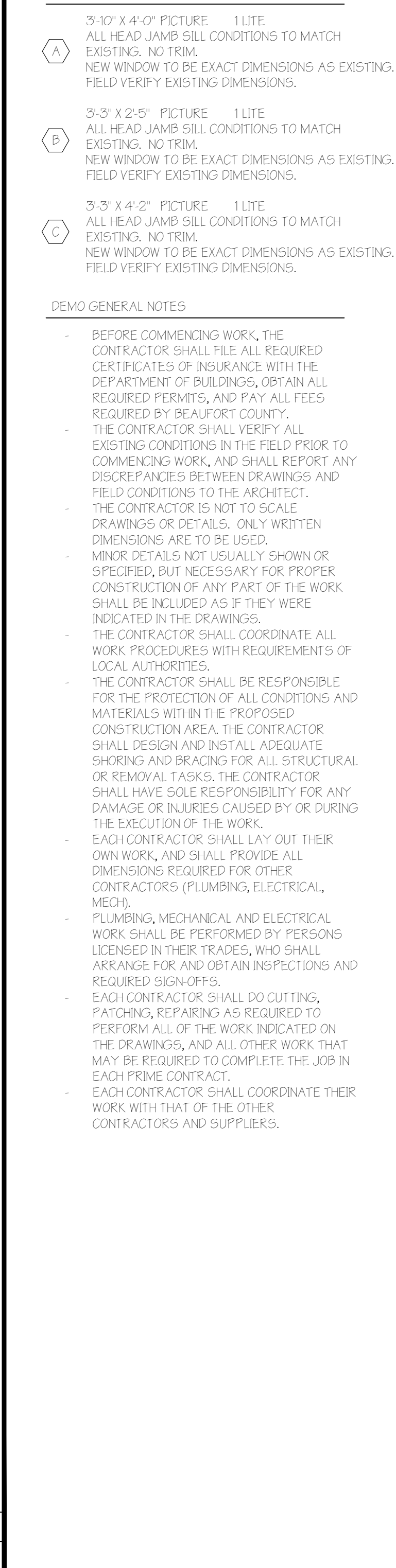
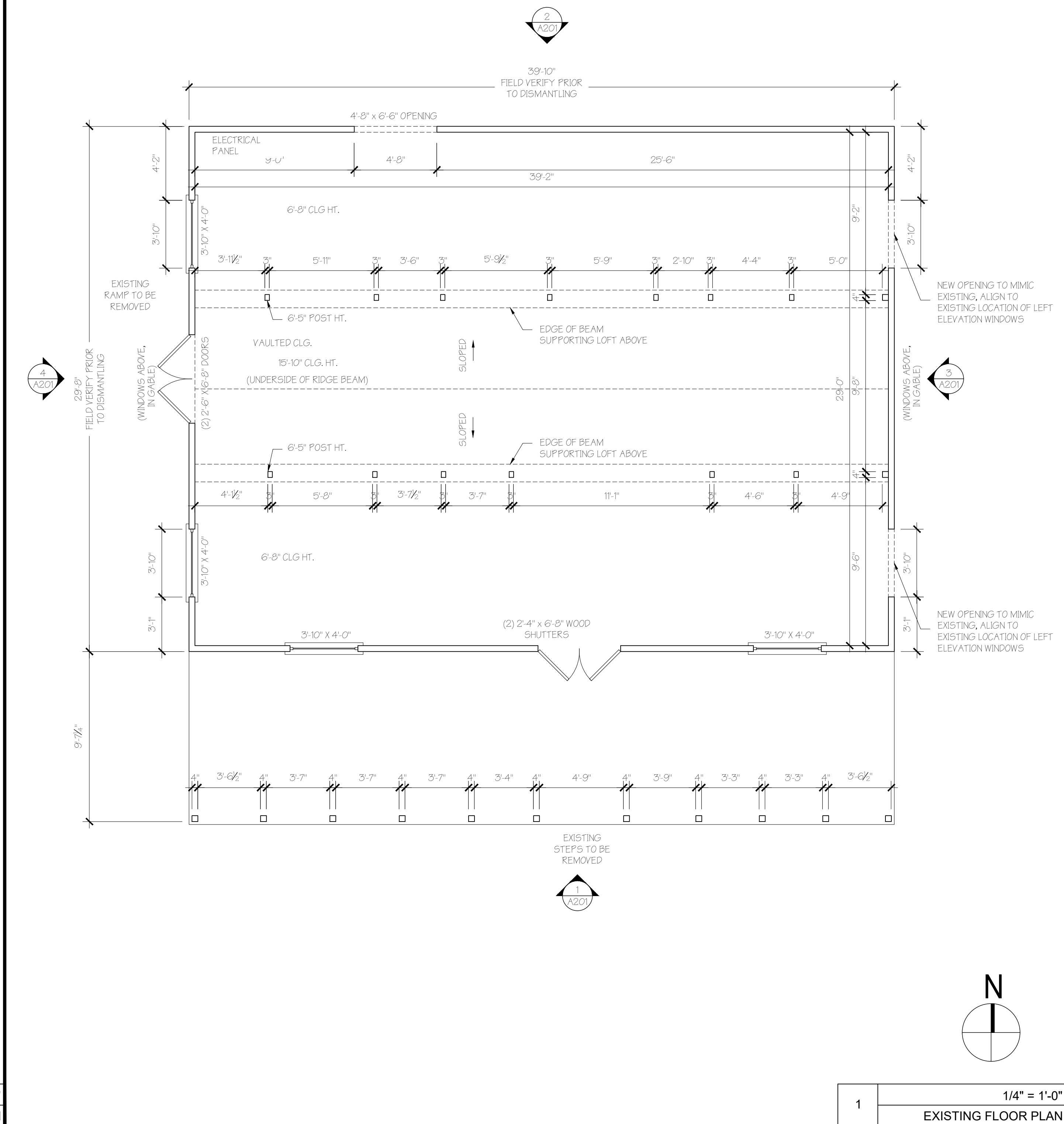
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DATE: 08.05.22  
DRAWN BY: SSK  
CHECKED BY: AWB

SITE PLAN

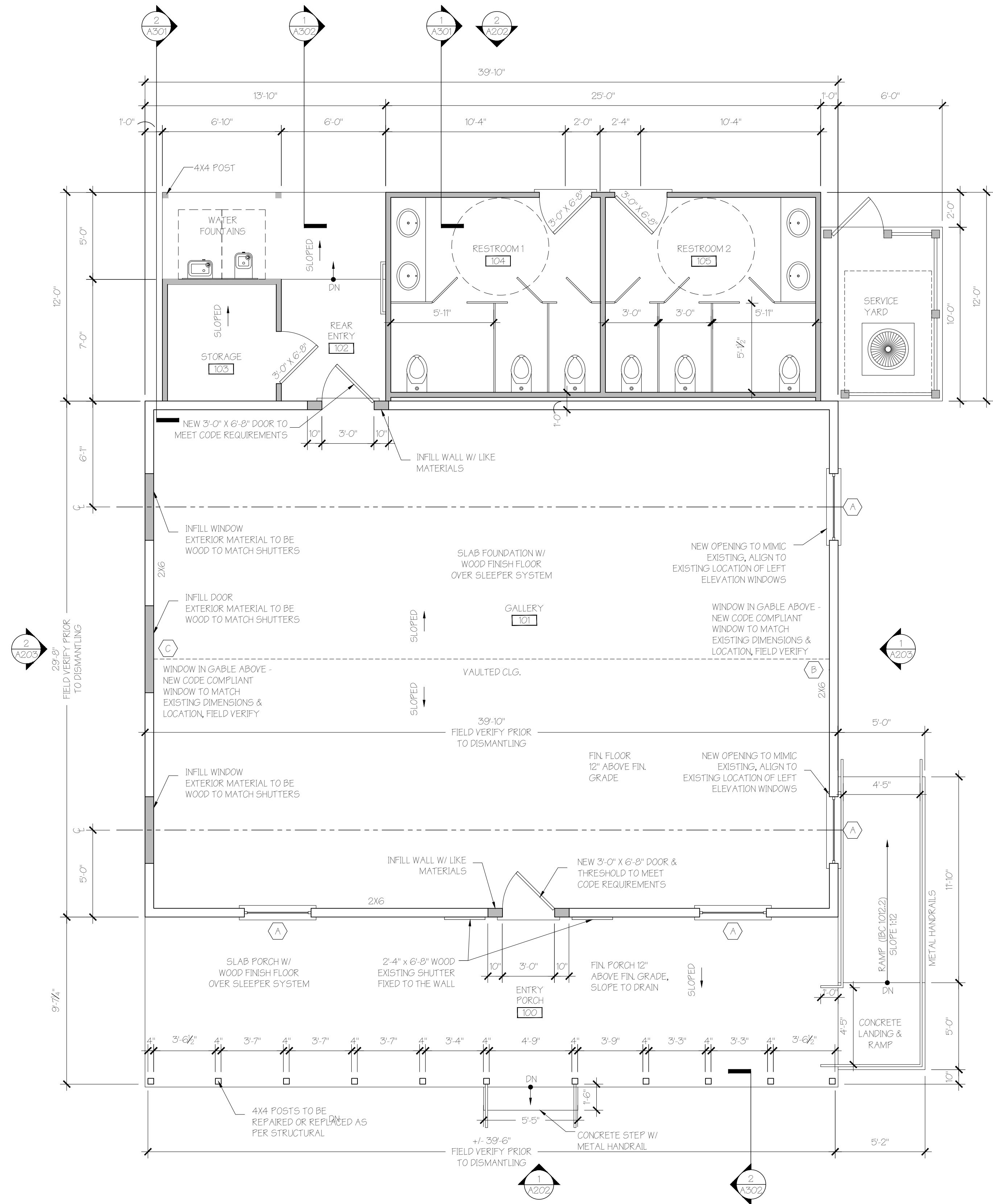
SHEET NO.

A001

24x36 PAPER SIZE







LEGEND	
	DEMO
	FRAMING IN "CONTRIBUTING" SECTION
	NEW FRAMING
	C : CENTER LINE
AREA CALCULATIONS	
DEER TONGUE WAREHOUSE FOOT PRINT	1196 SF
EXISTING PORCH	378 SF
PROPOSED RESTROOMS	300 SF
REAR ENTRY	106 SF
PROPOSED STORAGE	48 SF

- GENERAL NOTES
- A. ALL WALLS TO BE 2X4 UNLESS OTHERWISE NOTED.
  - B. ALL WINDOWS AND DOORS MEASURED TO THE CENTERLINE
  - C. ALL NEW WINDOWS TO MATCH EXISTING SIZE AND LITE PATTERN
  - D. ALL WINDOW / DOOR TRIM TO MATCH EXISTING
  - E. REUSE AS MANY EXISTING MATERIALS ON SITE AS POSSIBLE
  - F. ALL NEW MATERIALS TO MATCH EXISTING
  - G. VERIFY ALL EXISTING DIMENSIONS. ALL DIMENSIONS TO BE +/-

- WINDOW SCHEDULE
- A. 3'-10" X 4'-0" PICTURE 1 LITE  
ALL HEAD JAMB SILL CONDITIONS TO MATCH EXISTING. NO TRIM.  
NEW WINDOW TO BE EXACT DIMENSIONS AS EXISTING FIELD VERIFY EXISTING DIMENSIONS.
  - B. 3'-3" X 2'-5" PICTURE 1 LITE  
ALL HEAD JAMB SILL CONDITIONS TO MATCH EXISTING. NO TRIM.  
NEW WINDOW TO BE EXACT DIMENSIONS AS EXISTING FIELD VERIFY EXISTING DIMENSIONS.
  - C. 3'-3" X 4'-2" PICTURE 1 LITE  
ALL HEAD JAMB SILL CONDITIONS TO MATCH EXISTING. NO TRIM.  
NEW WINDOW TO BE EXACT DIMENSIONS AS EXISTING FIELD VERIFY EXISTING DIMENSIONS.

- DEMO GENERAL NOTES
- BEFORE COMMENCING WORK, THE CONTRACTOR SHALL FILE ALL REQUIRED CERTIFICATES OF INSURANCE WITH THE DEPARTMENT OF BUILDINGS, OBTAIN ALL REQUIRED PERMITS, AND PAY ALL FEES REQUIRED BY BEAUFORT COUNTY.
  - THE CONTRACTOR SHALL VERIFY ALL EXISTING CONDITIONS IN THE FIELD PRIOR TO COMMENCING WORK, AND SHALL REPORT ANY DISCREPANCIES BETWEEN DRAWINGS AND FIELD CONDITIONS TO THE ARCHITECT.
  - THE CONTRACTOR IS NOT TO SCALE DRAWINGS OR DETAILS. ONLY WRITTEN DIMENSIONS ARE TO BE USED.
  - MINOR DETAILS NOT USUALLY SHOWN OR SPECIFIED, BUT NECESSARY FOR PROPER CONSTRUCTION OF ANY PART OF THE WORK SHALL BE INCLUDED AS IF THEY WERE INDICATED IN THE DRAWINGS.
  - THE CONTRACTOR SHALL COORDINATE ALL WORK PROCEDURES WITH REQUIREMENTS OF LOCAL AUTHORITIES.
  - THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL CONDITIONS AND MATERIALS WITHIN THE PROPOSED CONSTRUCTION AREA. THE CONTRACTOR SHALL DESIGN AND INSTALL ADEQUATE SHORING AND BRACING FOR ALL STRUCTURAL OR REMOVAL TASKS. THE CONTRACTOR SHALL HAVE SOLE RESPONSIBILITY FOR ANY DAMAGE OR INJURIES CAUSED BY OR DURING THE EXECUTION OF THE WORK.
  - EACH CONTRACTOR SHALL LAY OUT THEIR OWN WORK, AND SHALL PROVIDE ALL DIMENSIONS REQUIRED FOR OTHER CONTRACTORS (PLUMBING, ELECTRICAL, MECH).
  - PLUMBING, MECHANICAL AND ELECTRICAL WORK SHALL BE PERFORMED BY PERSONS LICENSED IN THEIR TRADES, WHO SHALL ARRANGE FOR AND OBTAIN INSPECTIONS AND REQUIRED SIGN-OFFS.
  - EACH CONTRACTOR SHALL DO CUTTING, PATCHING, REPAIRING AS REQUIRED TO PERFORM ALL OF THE WORK INDICATED ON THE DRAWINGS, AND ALL OTHER WORK THAT MAY BE REQUIRED TO COMPLETE THE JOB IN EACH PRIME CONTRACT.
  - EACH CONTRACTOR SHALL COORDINATE THEIR WORK WITH THAT OF THE OTHER CONTRACTORS AND SUPPLIERS.

NEW COMMERCIAL SPACE FOR:  
BLUFFTON GULLAH CULTURAL HERITAGE CENTER  
DAISY'S LEGACY, LLC  
1255 MAY RIVER ROAD, LOT C  
BLUFFTON, SC 29910

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SCOTT  
ARCHITECTS

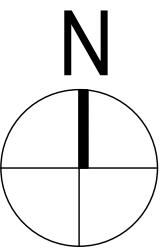
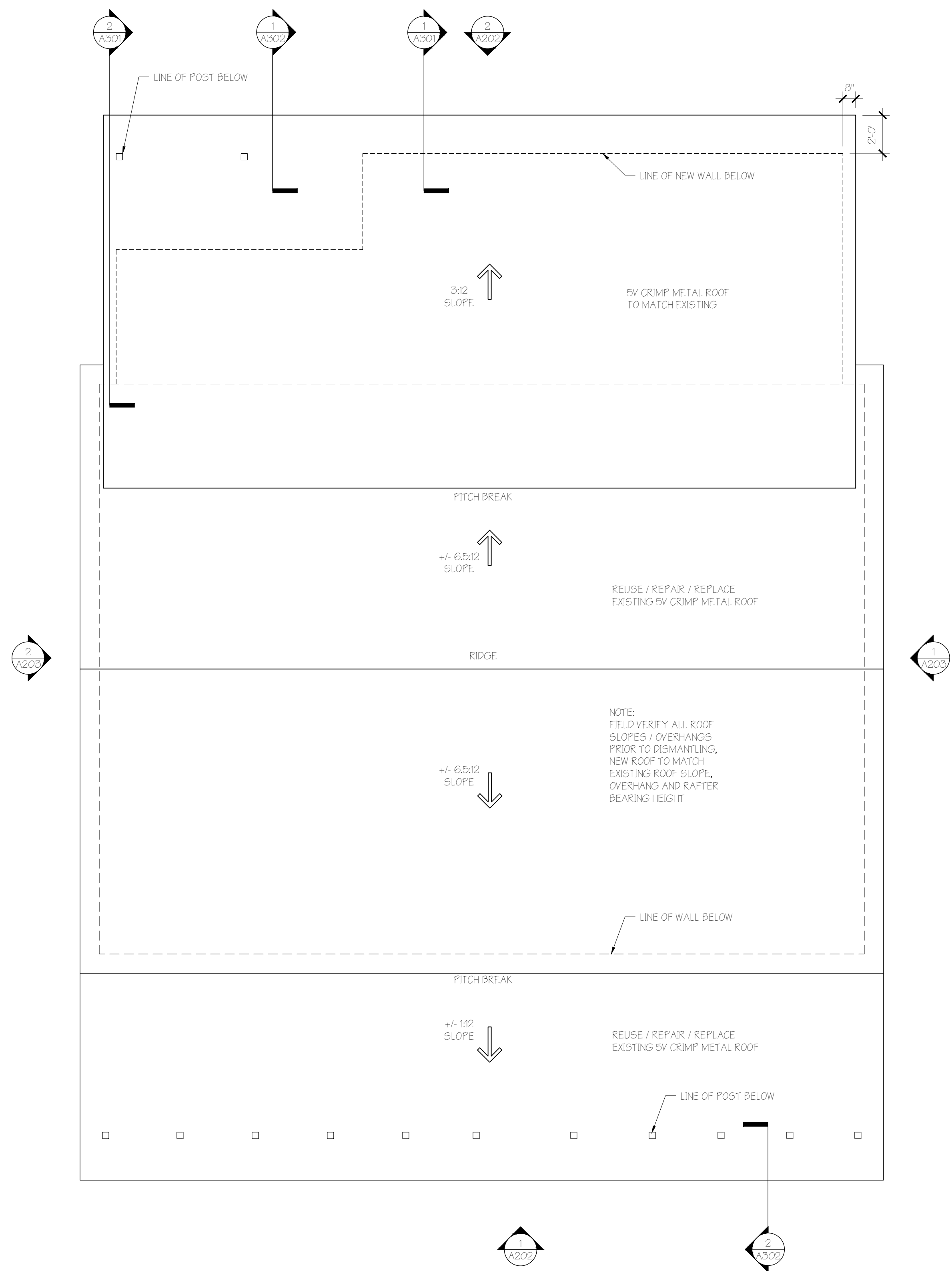
6 STATE OF MIND ST  
SUITE 200  
BLUFFTON, SC 29910  
843.837.5700

NOT FOR CONSTRUCTION

PROJECT NO.	2181.03
DATE	08.05.22
DRAWN BY	AJD
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PROPOSED  
FLOOR PLAN

SHEET NO.  
**A102**  
24X36 PAPER SIZE



1	1/4" = 1'-0"
	ROOF PLAN

[illegible]

NEW COMMERCIAL SPACE FOR:  
BLUFFTON GULLAH CULTURAL HERITAGE CENTER  
DAISY'S LEGACY, LLC  
1255 MAY RIVER ROAD, LOT C  
BLUFFTON, SC 29910

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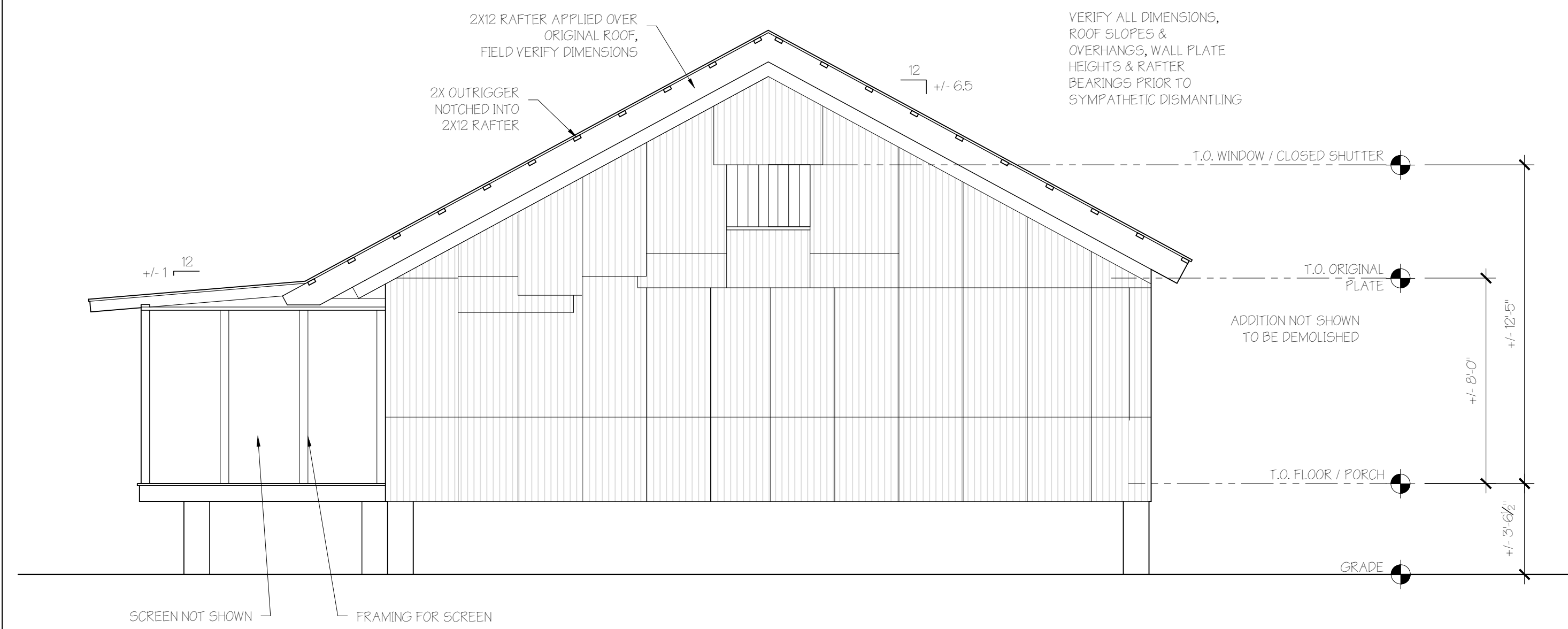
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DATE	08.05.22
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## ROOF PLAN

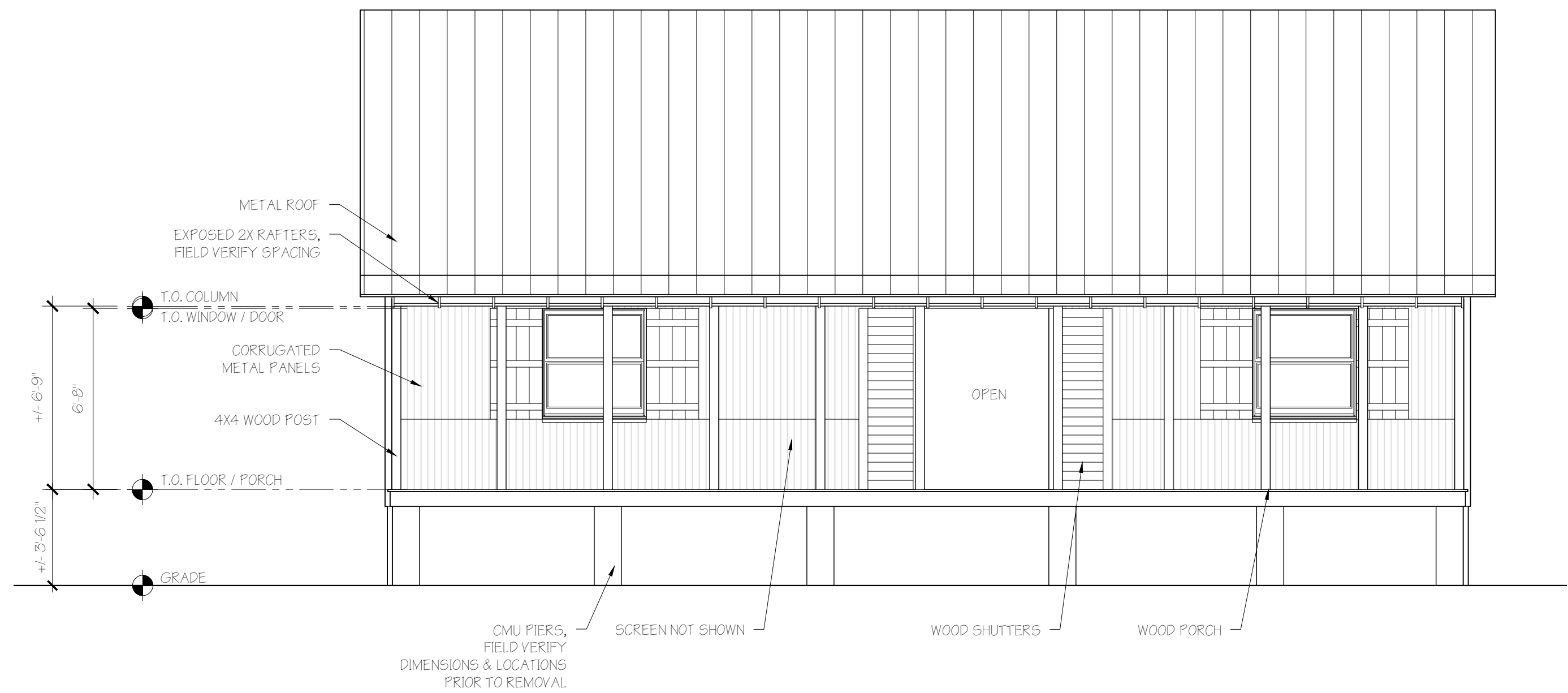
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24X36 PAPER SIZE

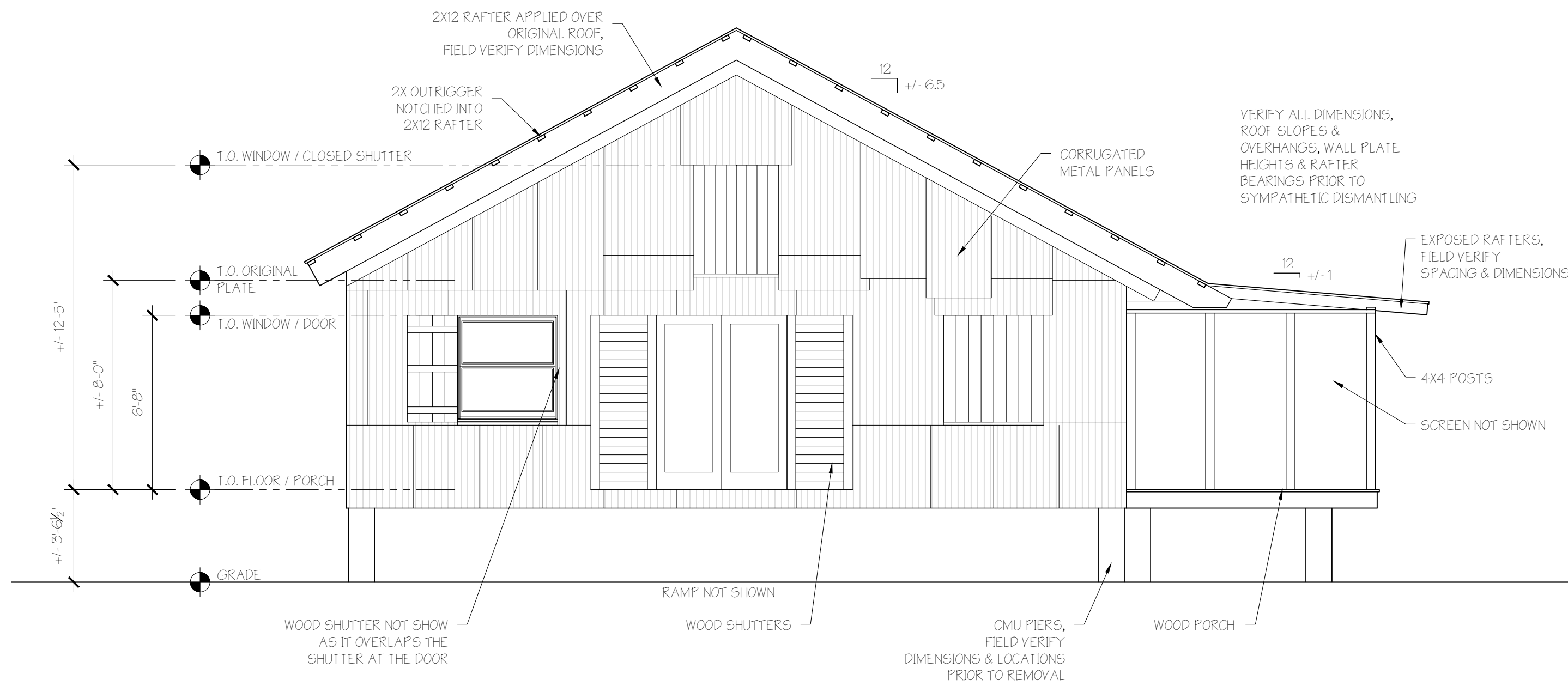




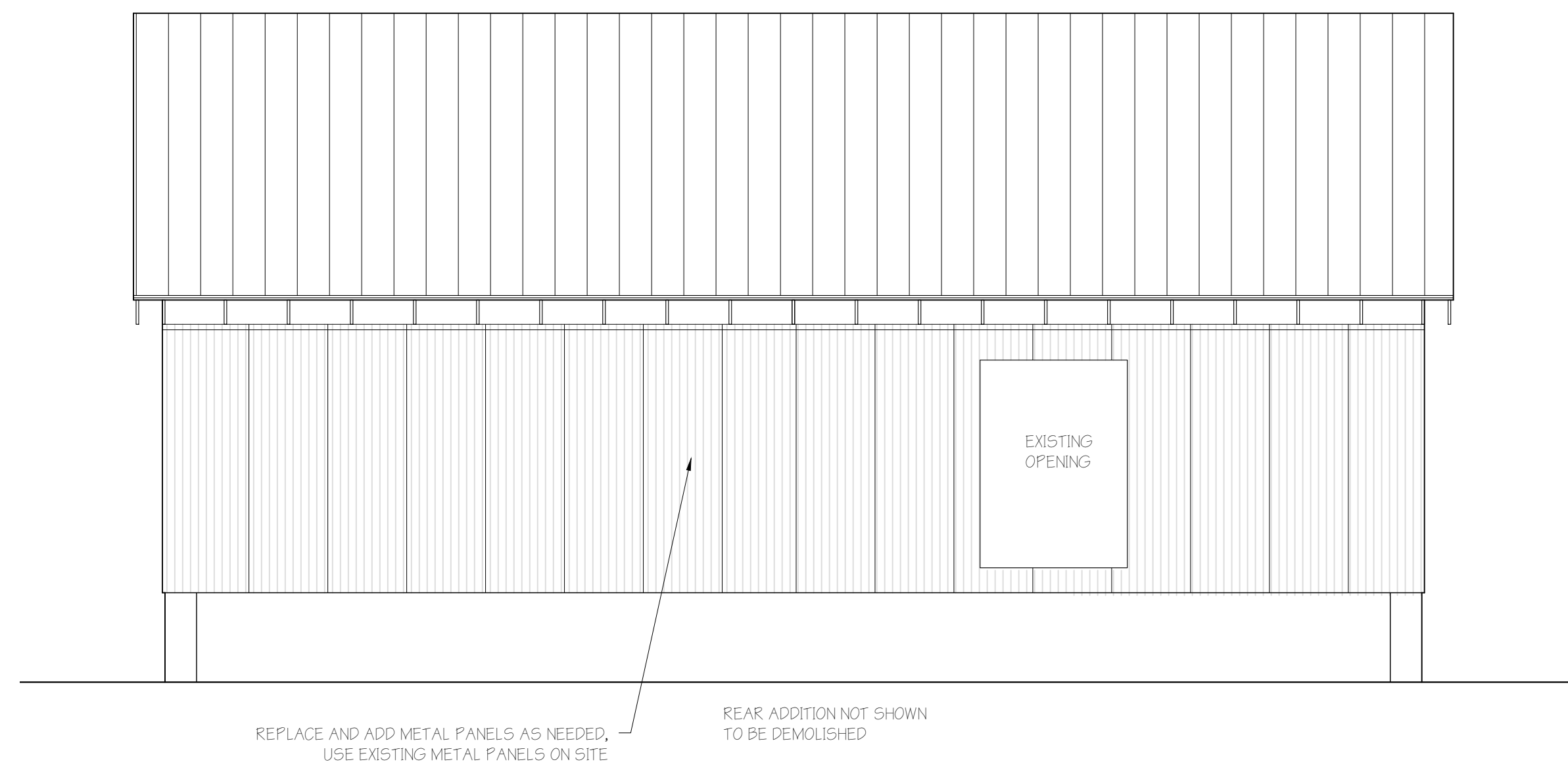
3	1/4" = 1'-0"
	RIGHT SIDE ELEVATION



1	1/4" = 1'-0"
	FRONT ELEVATION



4	1/4" = 1'-0"
	LEFT SIDE ELEVATION



2	1/4" = 1'-0"
	REAR ELEVATION

**NEW COMMERCIAL SPACE FOR:**  
**BLUFFTON GULLAH CULTURAL HERITAGE CENTER**  
**DAISY'S LEGACY, LLC**  
**1255 MAY RIVER ROAD, LOT C**  
**BLUFFTON, SC 29910**

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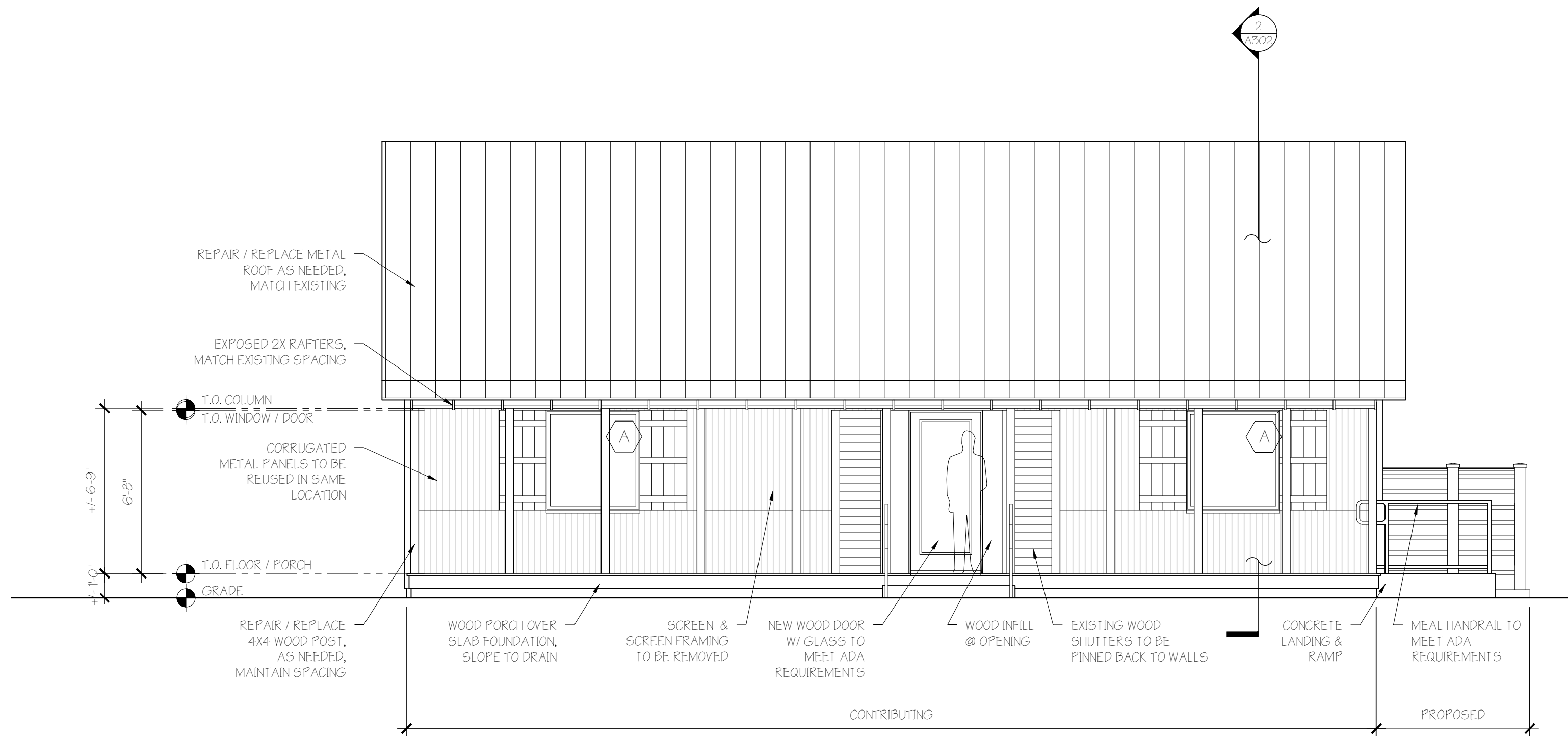
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## EXISTING EXTERIOR ELEVATIONS

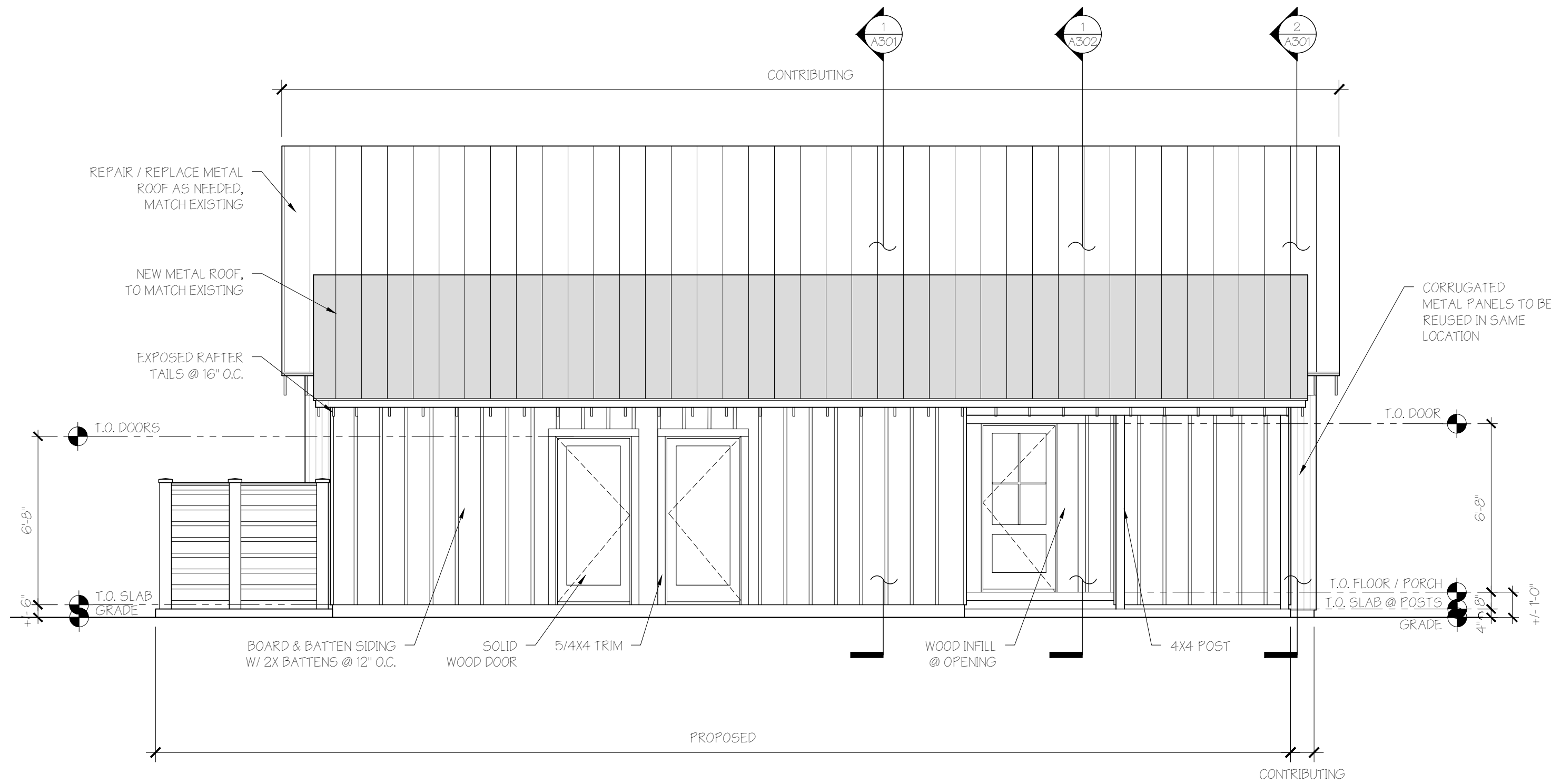
SHEET NO.

# A401

4X36 PAPER SIZE



1 1/4" = 1'-0"  
FRONT ELEVATION



2 1/4" = 1'-0"  
REAR ELEVATION

NEW COMMERCIAL SPACE FOR:  
BLUFFTON GULLAH CULTURAL HERITAGE CENTER  
DAISY'S LEGACY, LLC  
1255 MAY RIVER ROAD, LOT C  
BLUFFTON, SC 29910

PEARCE  
SCOTT  
ARCHITECTS

6 STATE OF MIND ST  
SUITE 200  
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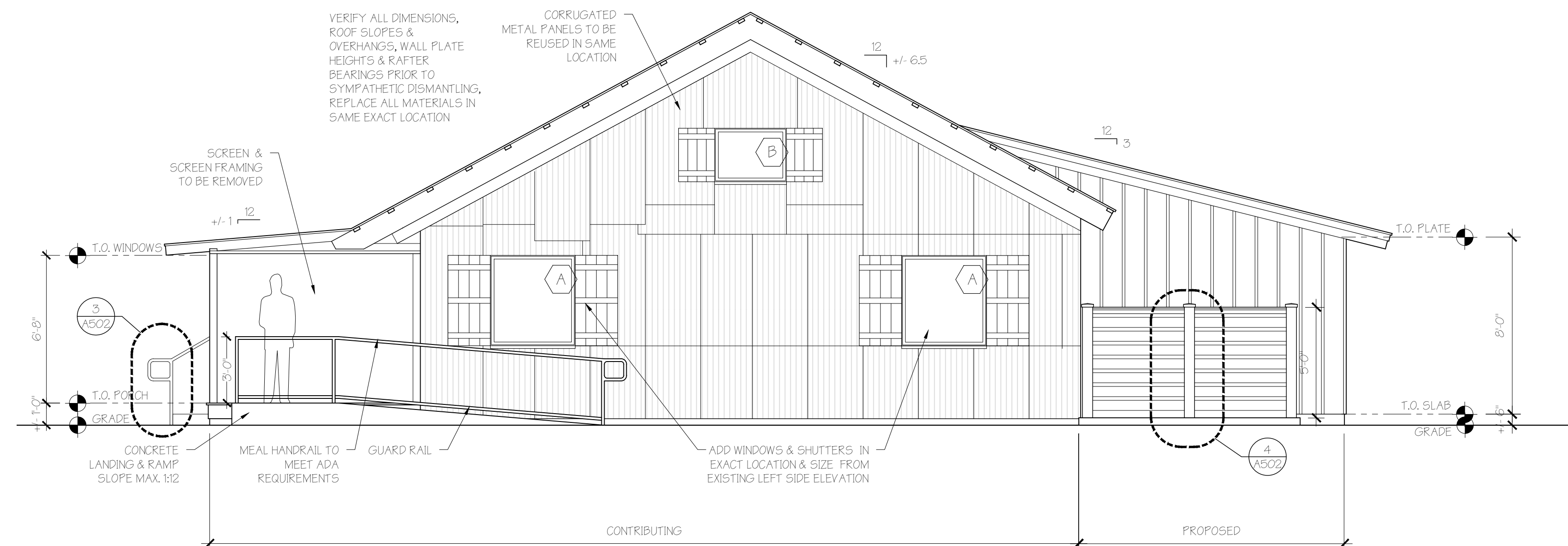
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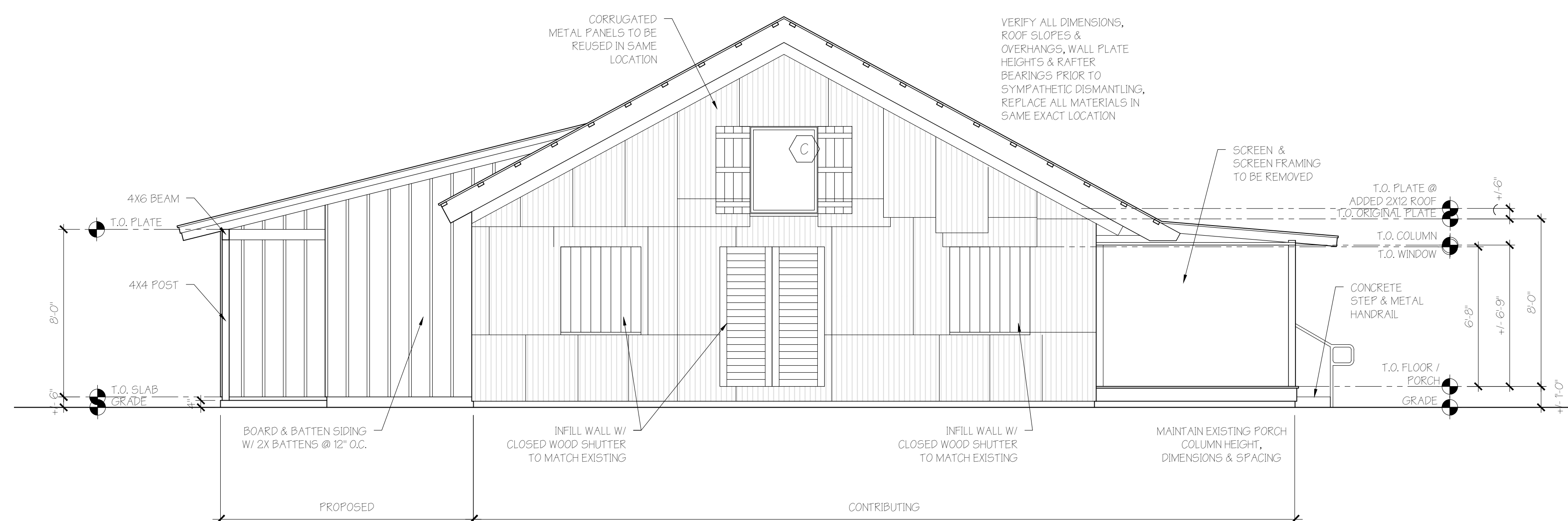
PROPOSED  
EXTERIOR  
ELEVATIONS

SHEET NO.  
A402

24X36 PAPER SIZE



1	1/4" = 1'-0"
	RIGHT SIDE ELEVATION



2	1/4" = 1'-0"
	LEFT SIDE ELEVATION

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# PROPOSED EXTERIOR ELEVATIONS

SHEET NO.

A403

24X36 PAPER SIZE

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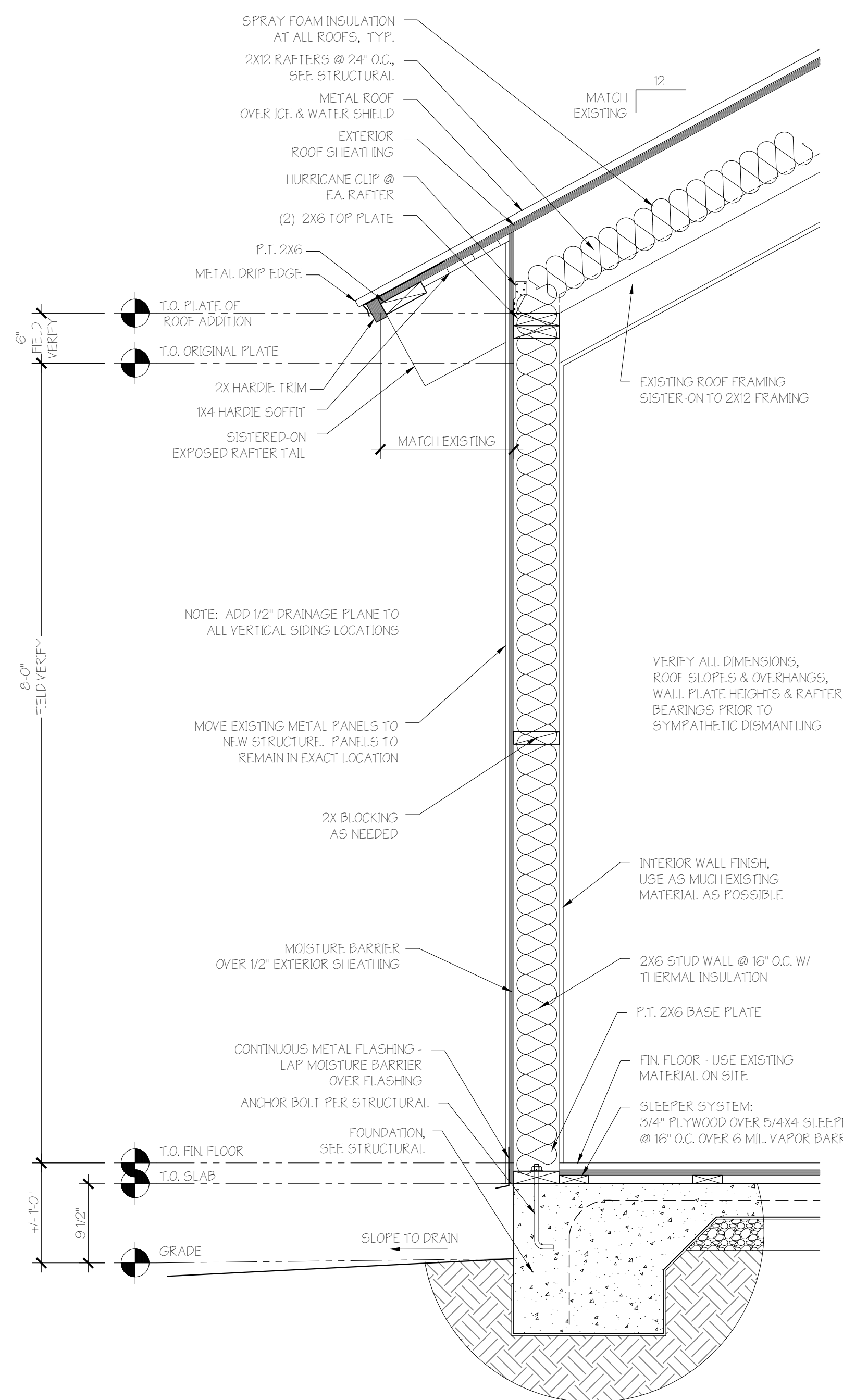
PROJECT NO.	2181.03
DATE	08.05.22
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## WALL SECTIONS

SHEET NO.

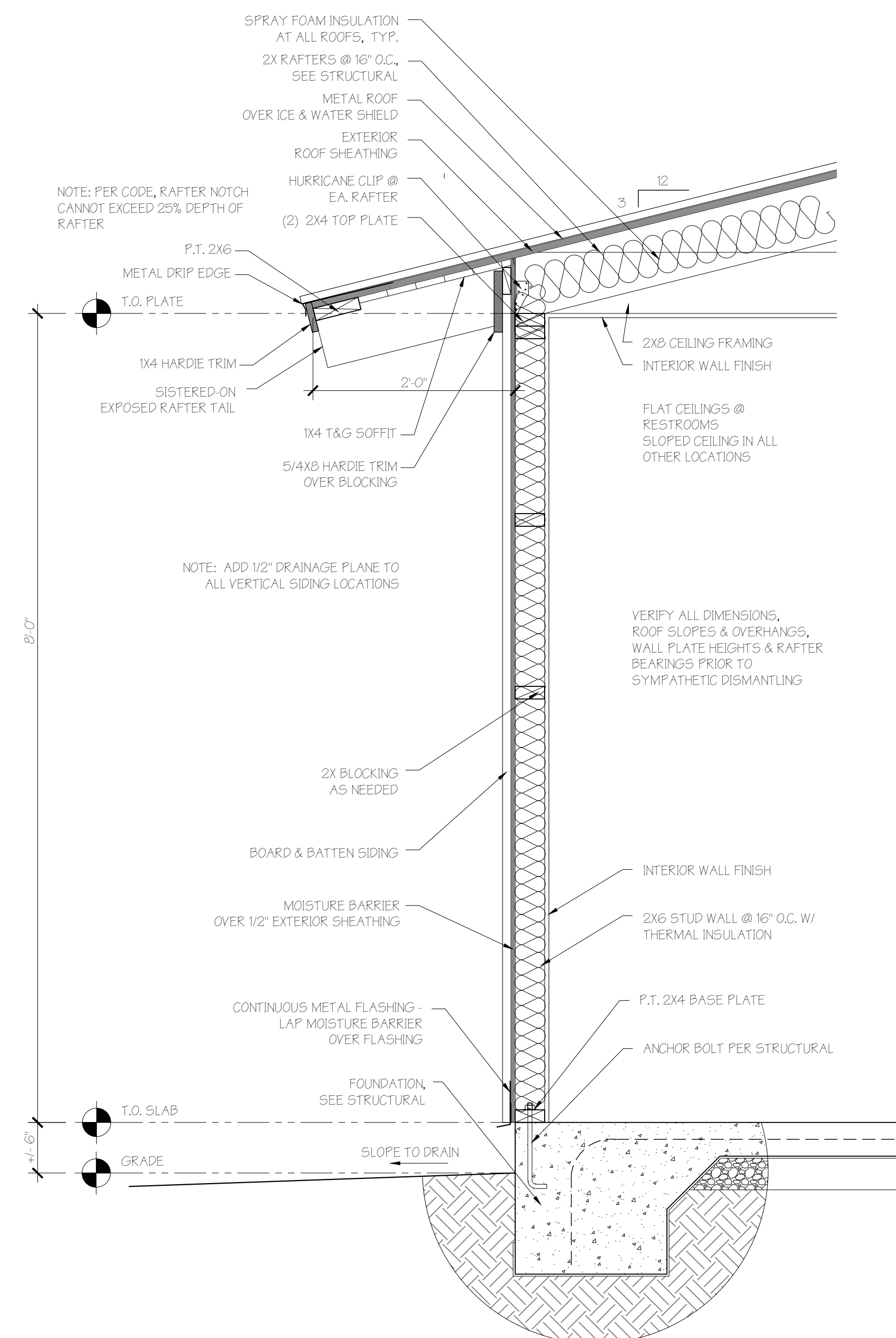
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24X36 PAPER SIZE



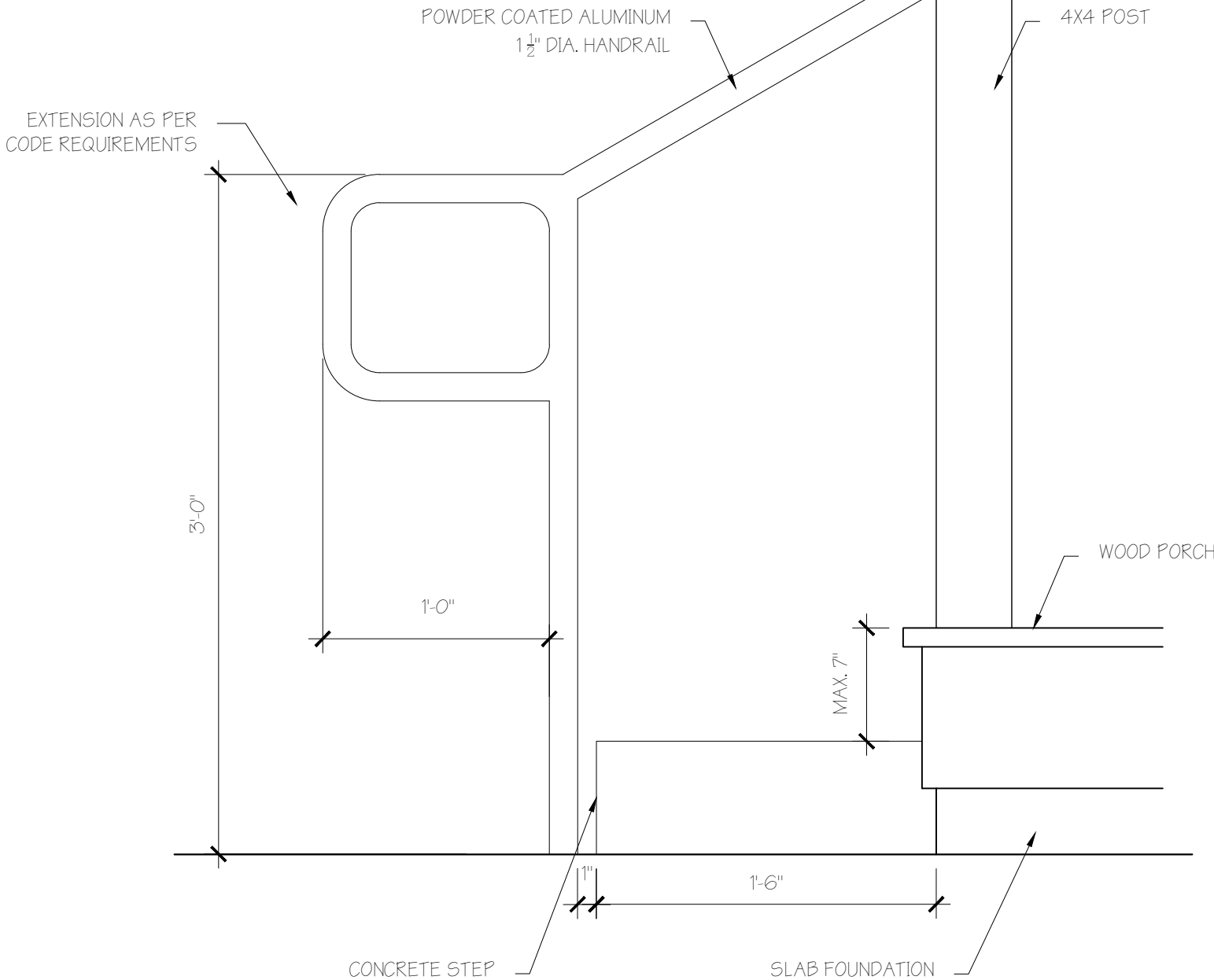
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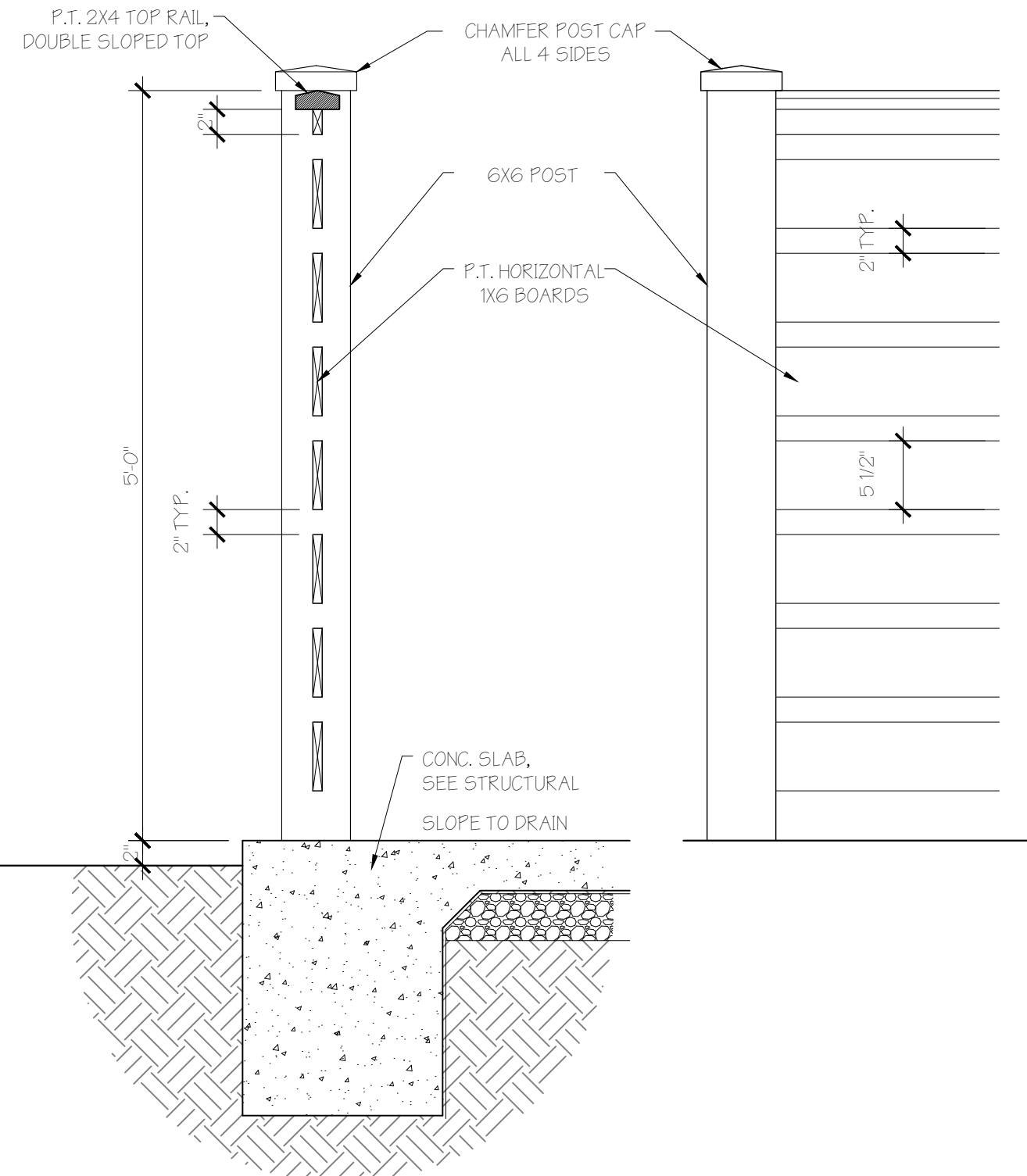


ADDITION LOCATION

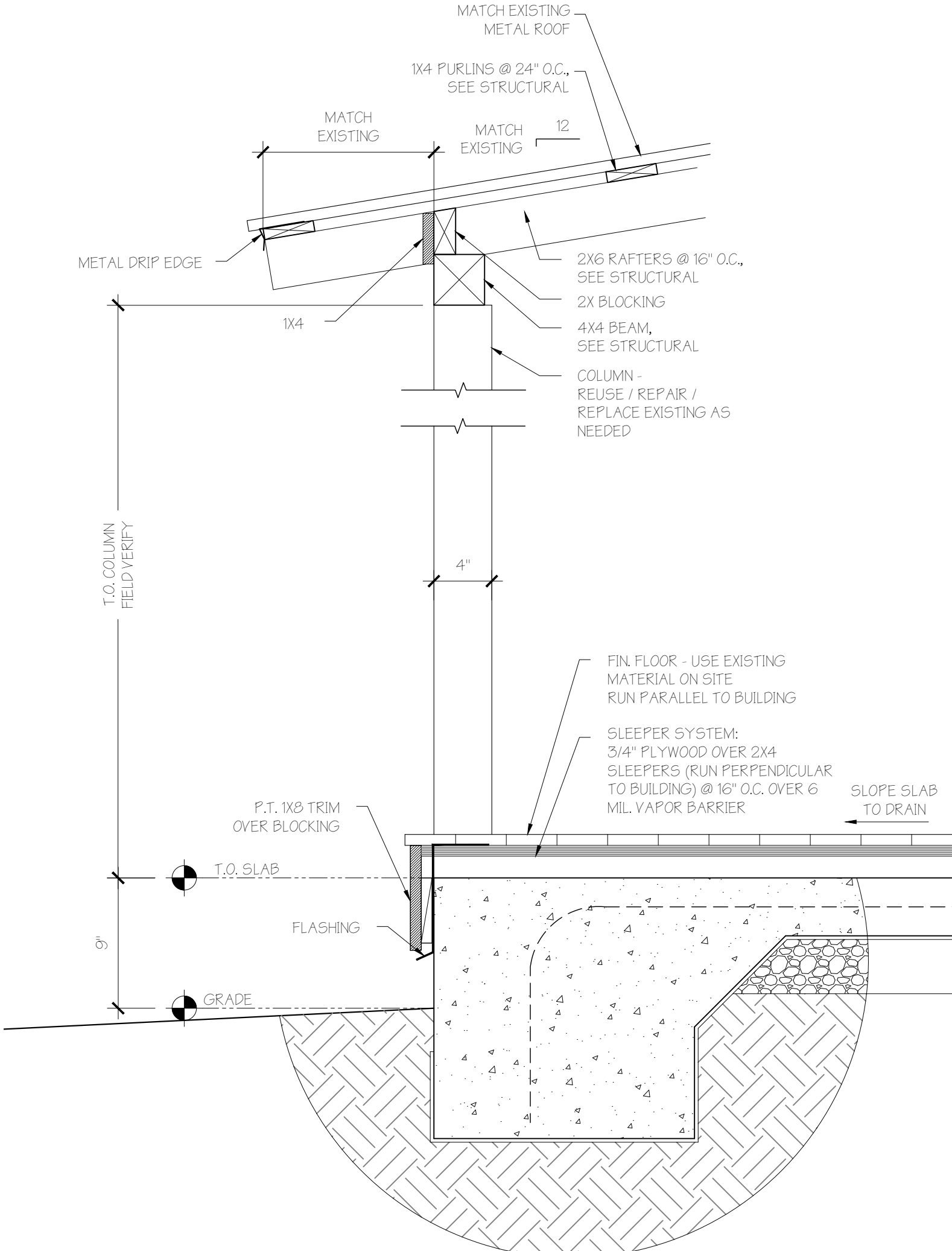
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	WALL SECTION



3	1 1/2" = 1'-0"
	HANDRAIL DETAIL

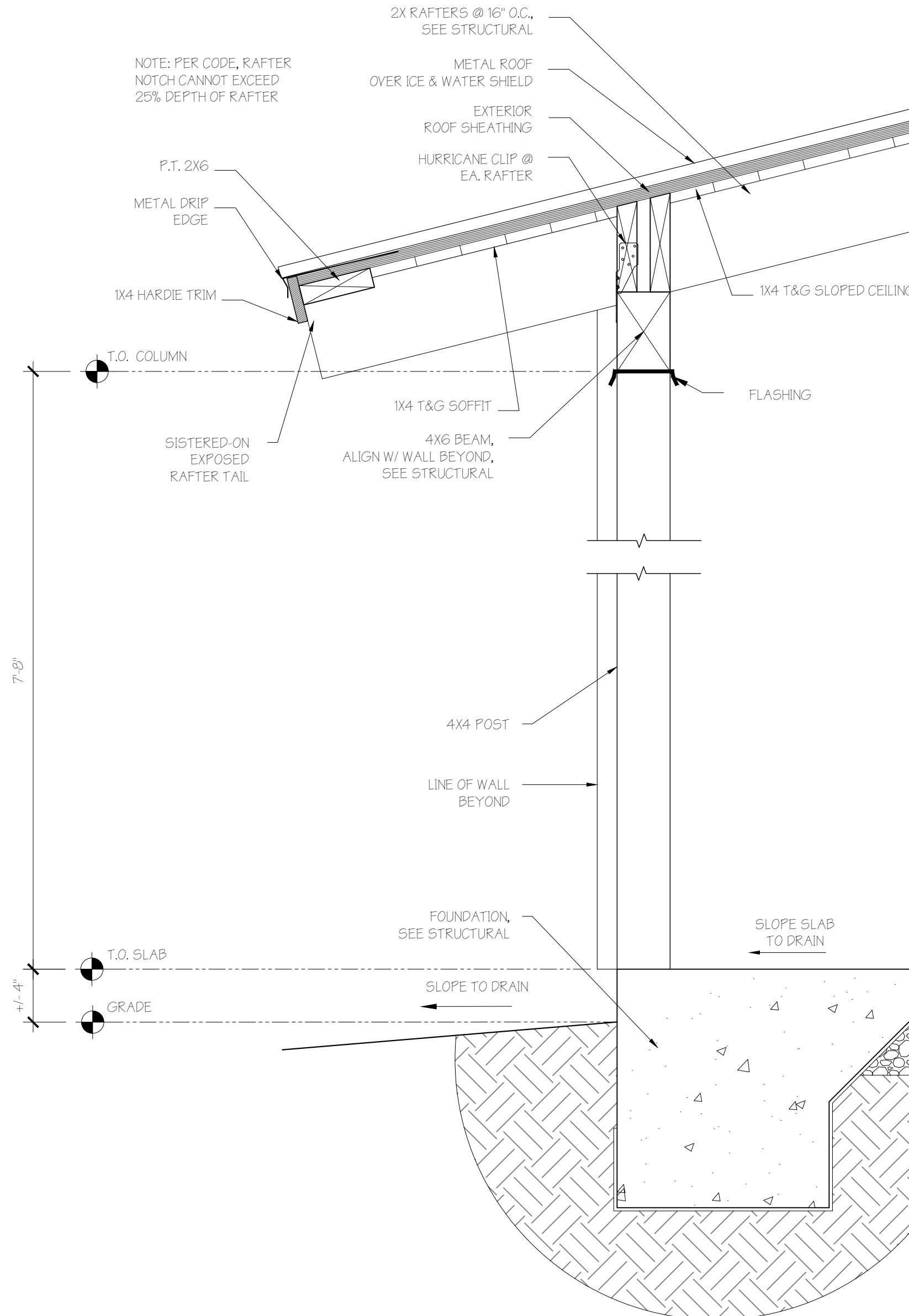


4	1" = 1'-0"
	SERVICE YARD DETAIL



CONTRIBUTING LOCATION

2	1" = 1'-0"
	PORCH SECTION



### ADDITION LOCATION

1	1" = 1'-0"
	PORCH SECTION

[illegible]

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NEW COMMERCIAL SPACE FOR:  
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BLUFFTON, SC 29910

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ARCHITECTS**

6 STATE OF MIND ST  
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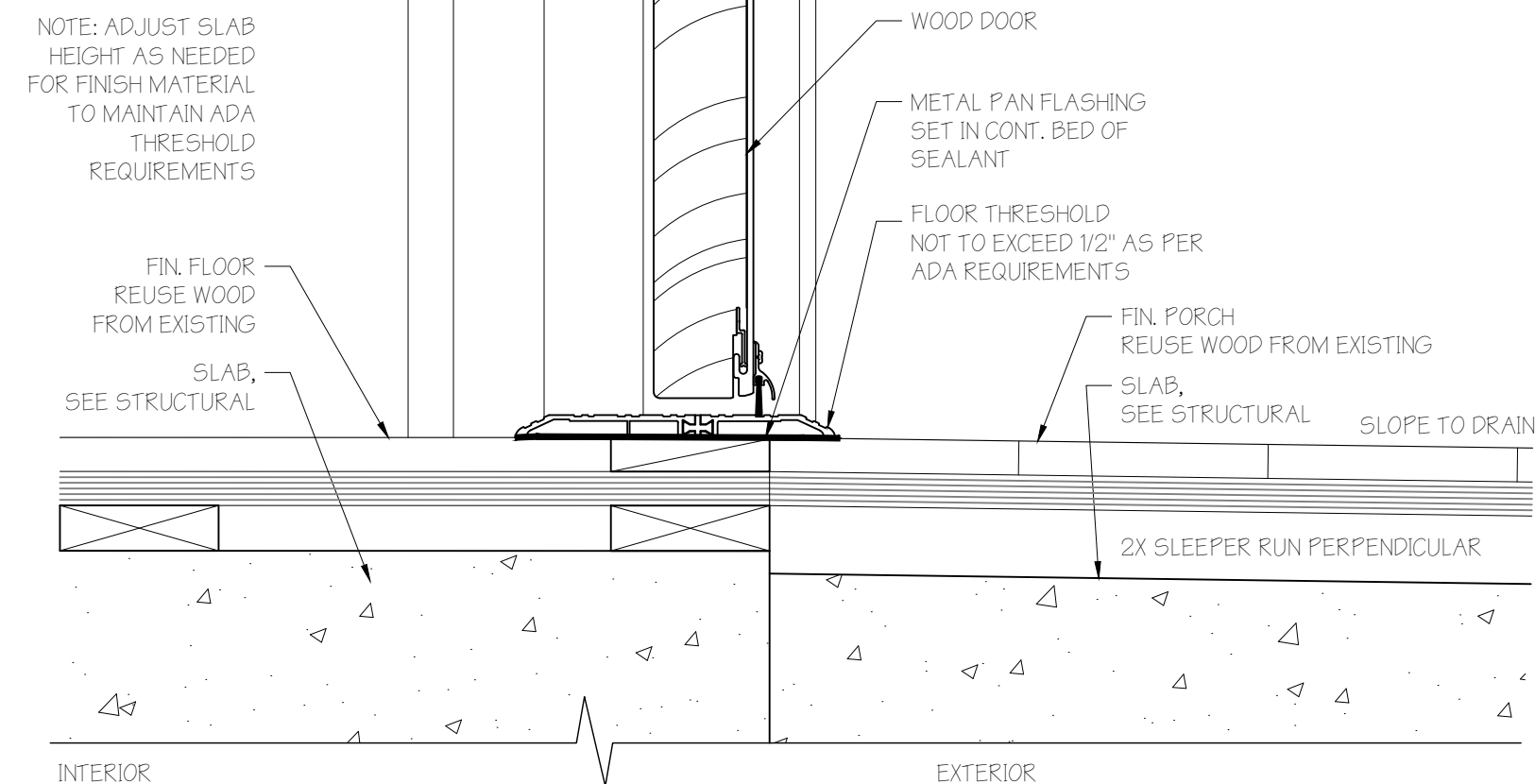
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DATE	08.05.22
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CHECKED BY	AWB

## DETAILS

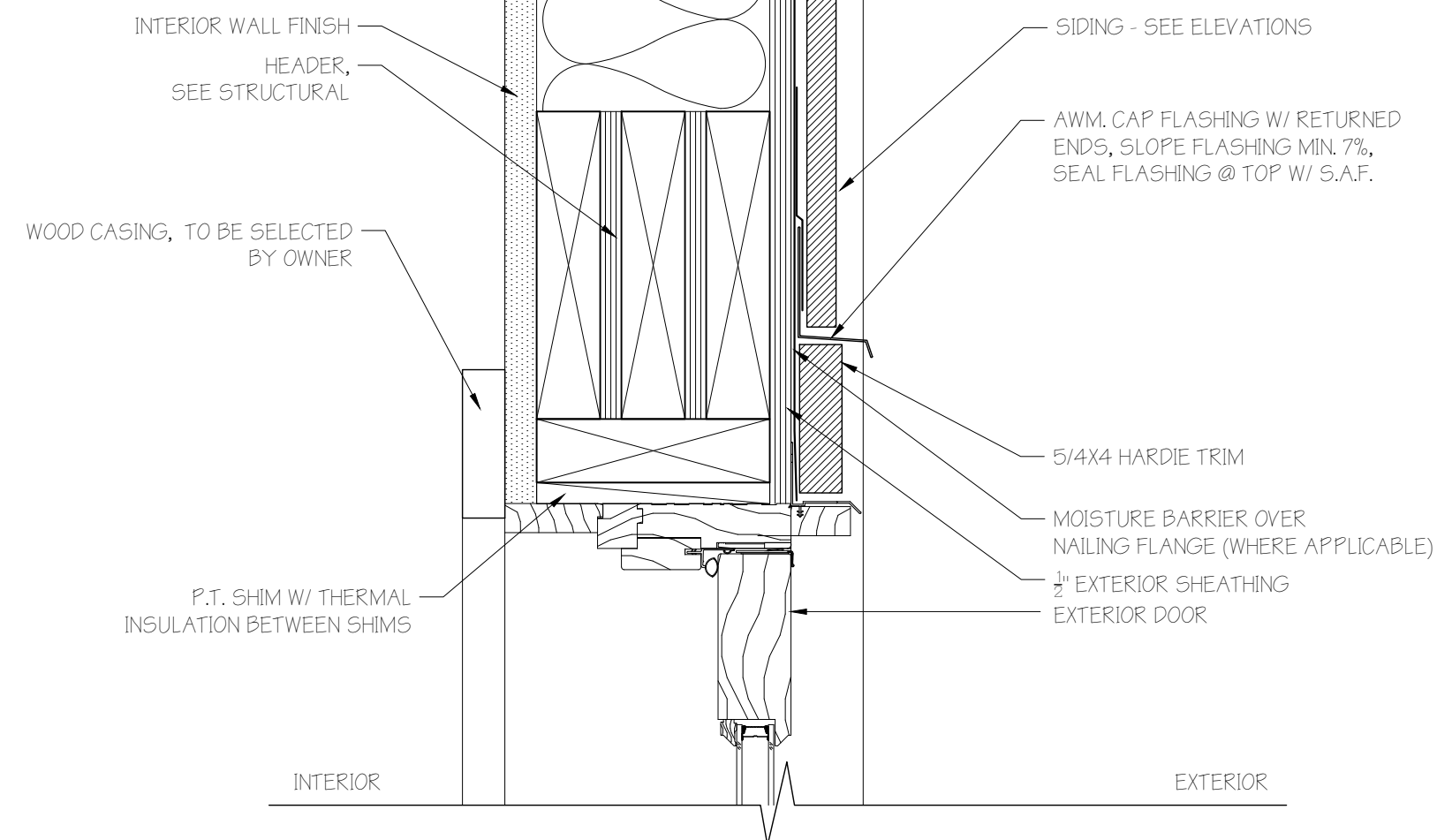
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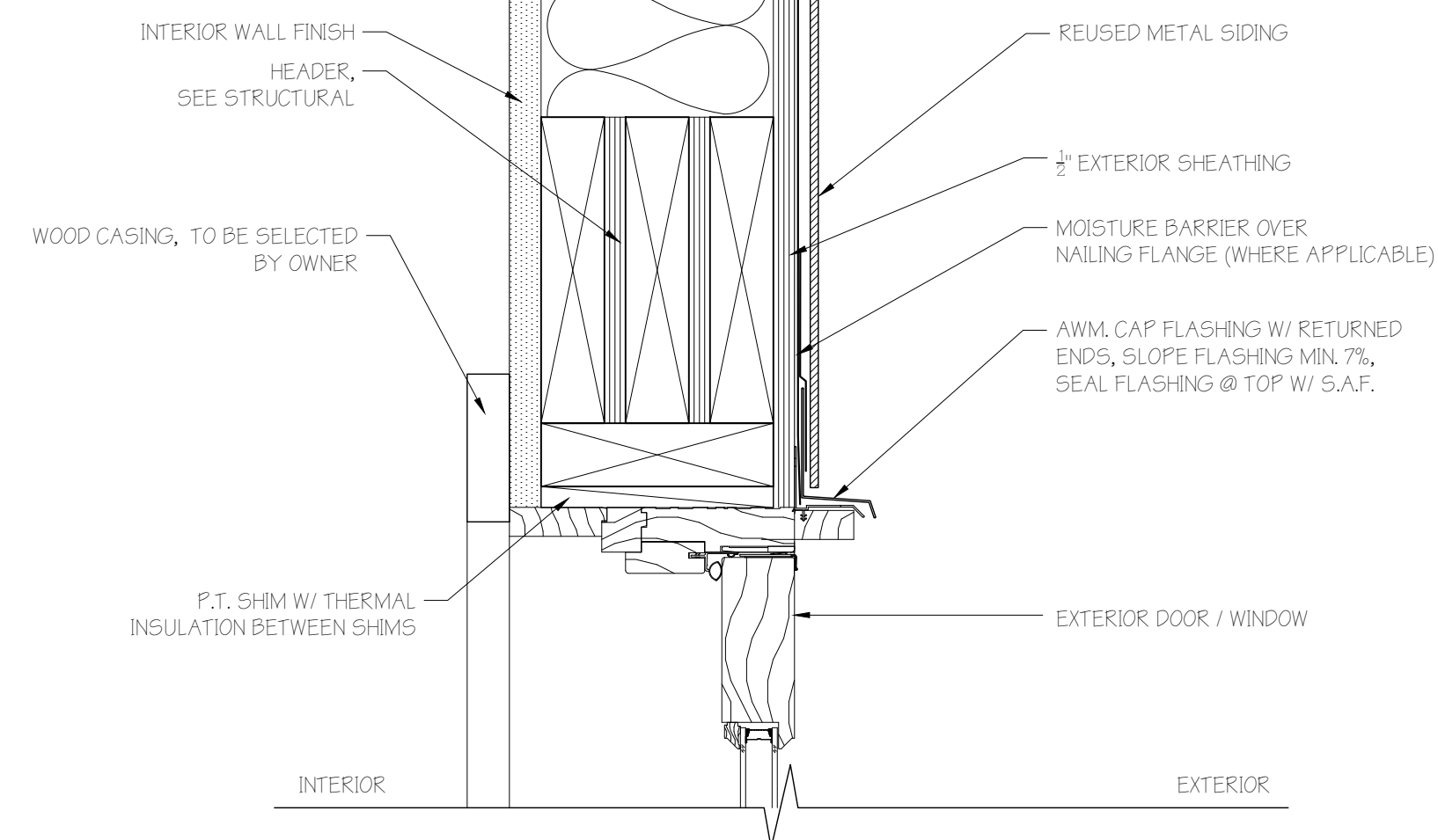


7	3" = 1'-0"
	DOOR SILL, TYP.

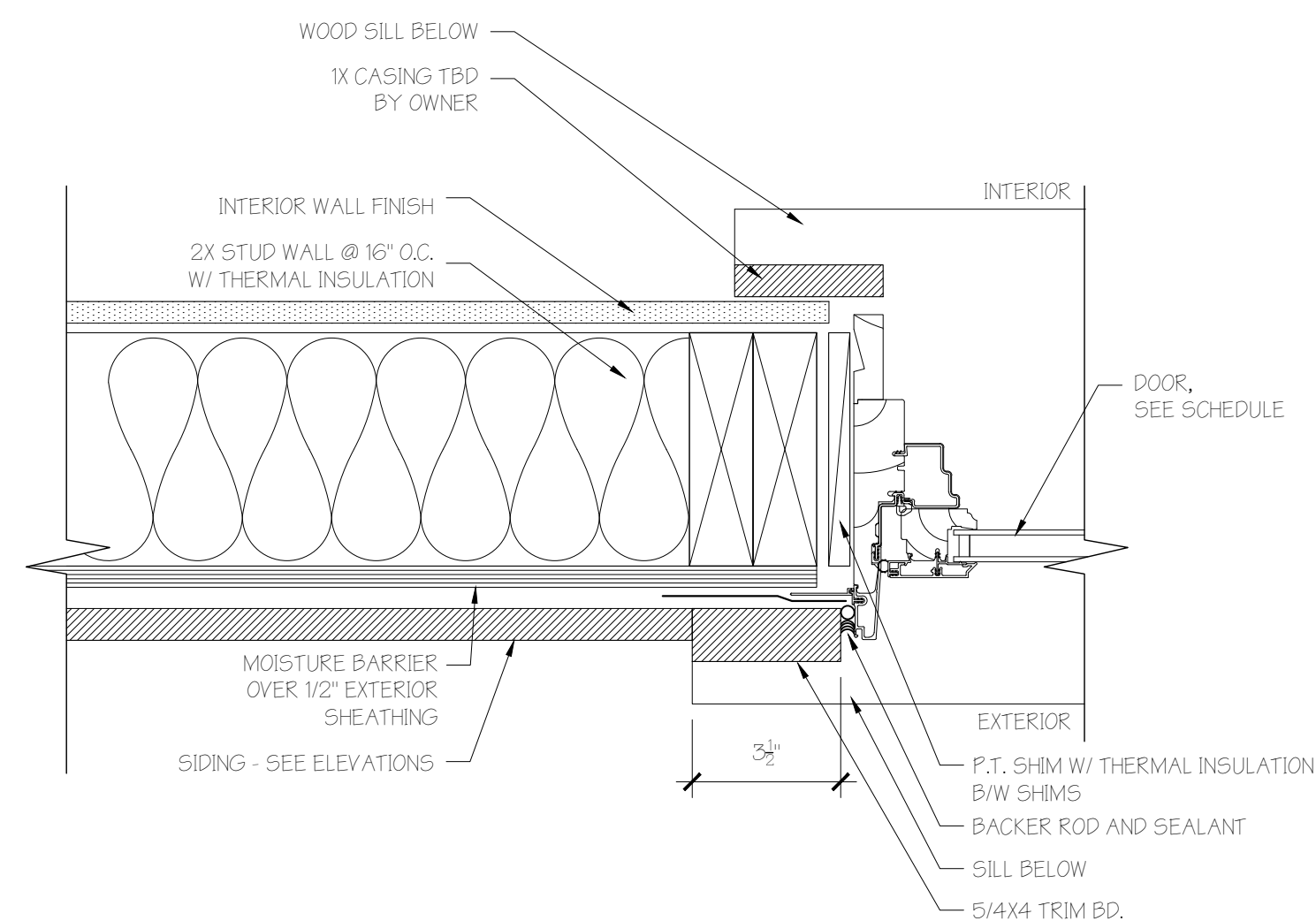
NOTE: WINDOW & DOOR DETAILS FOR TRIM PROFILES ONLY.  
SEE INSTALLATION DIAGRAM AND MANUFACTURER'S INSTALLATION  
INSTRUCTIONS FOR FLASHING AND WATERPROOFING.



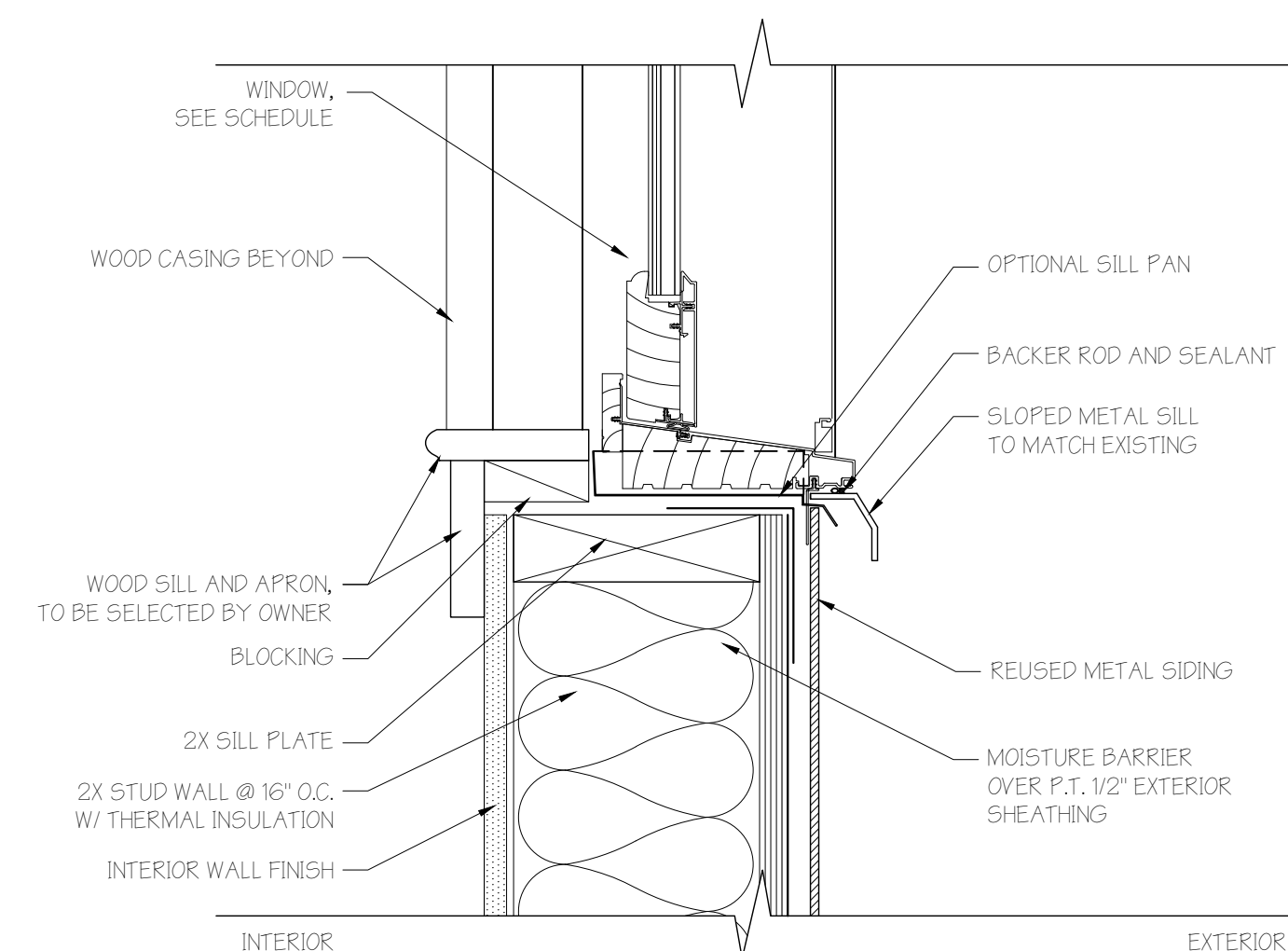
4	3" = 1'-0"
	DOOR HEAD



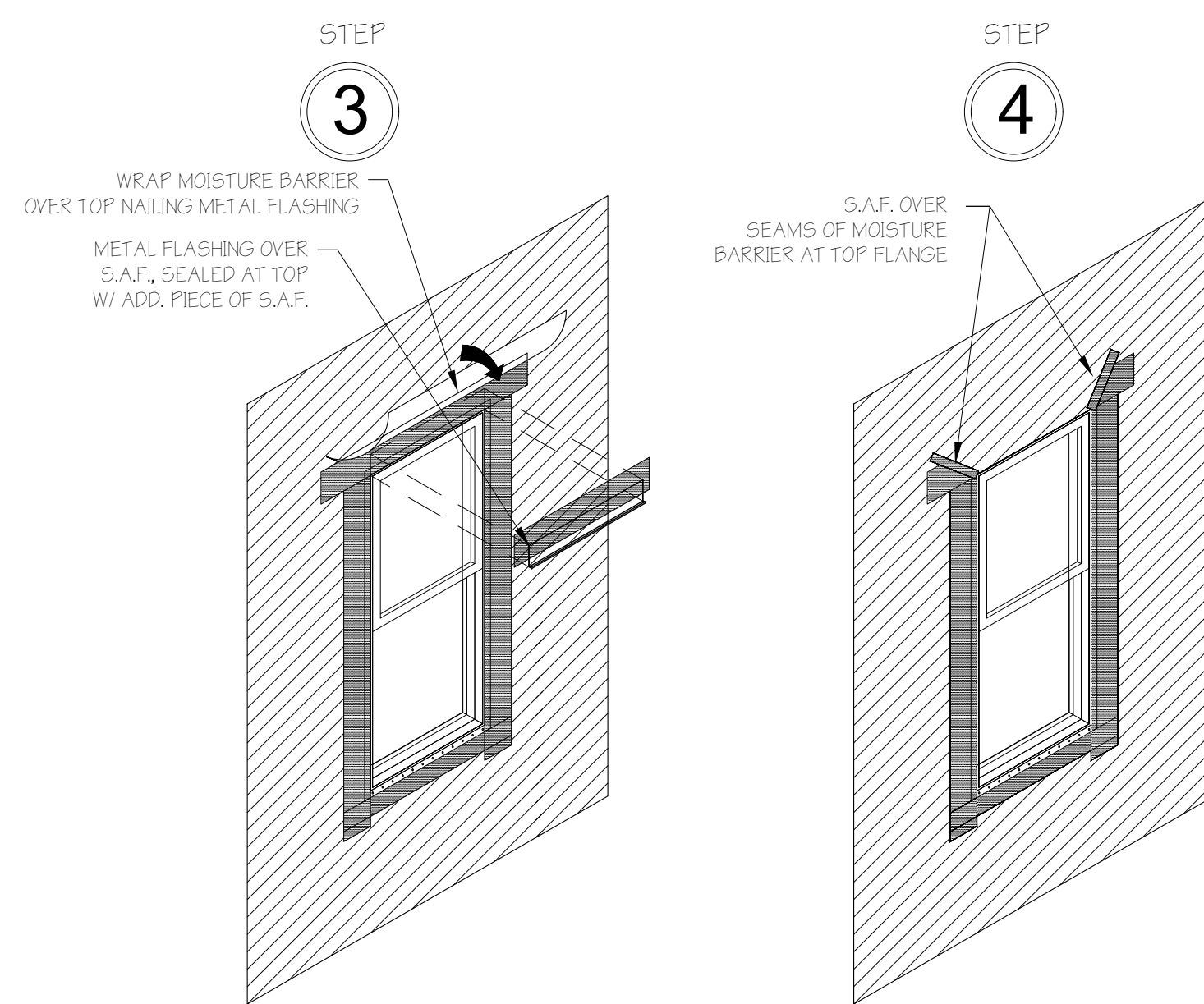
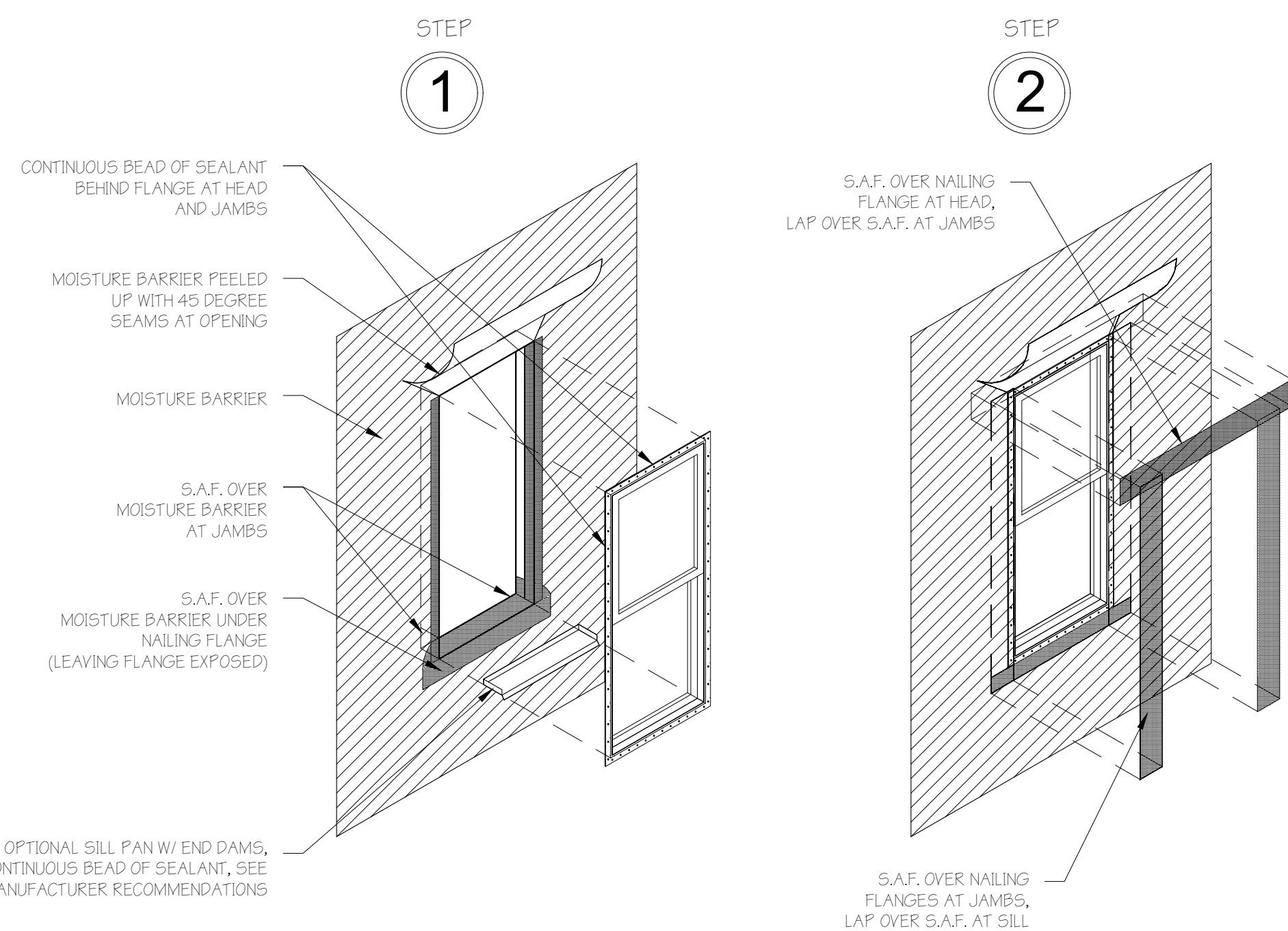
CONTRIBUTING LOCATION	
1	3" = 1'-0"
	WINDOW/DOOR HEAD



5	3" = 1'-0"
	DOOR JAMB

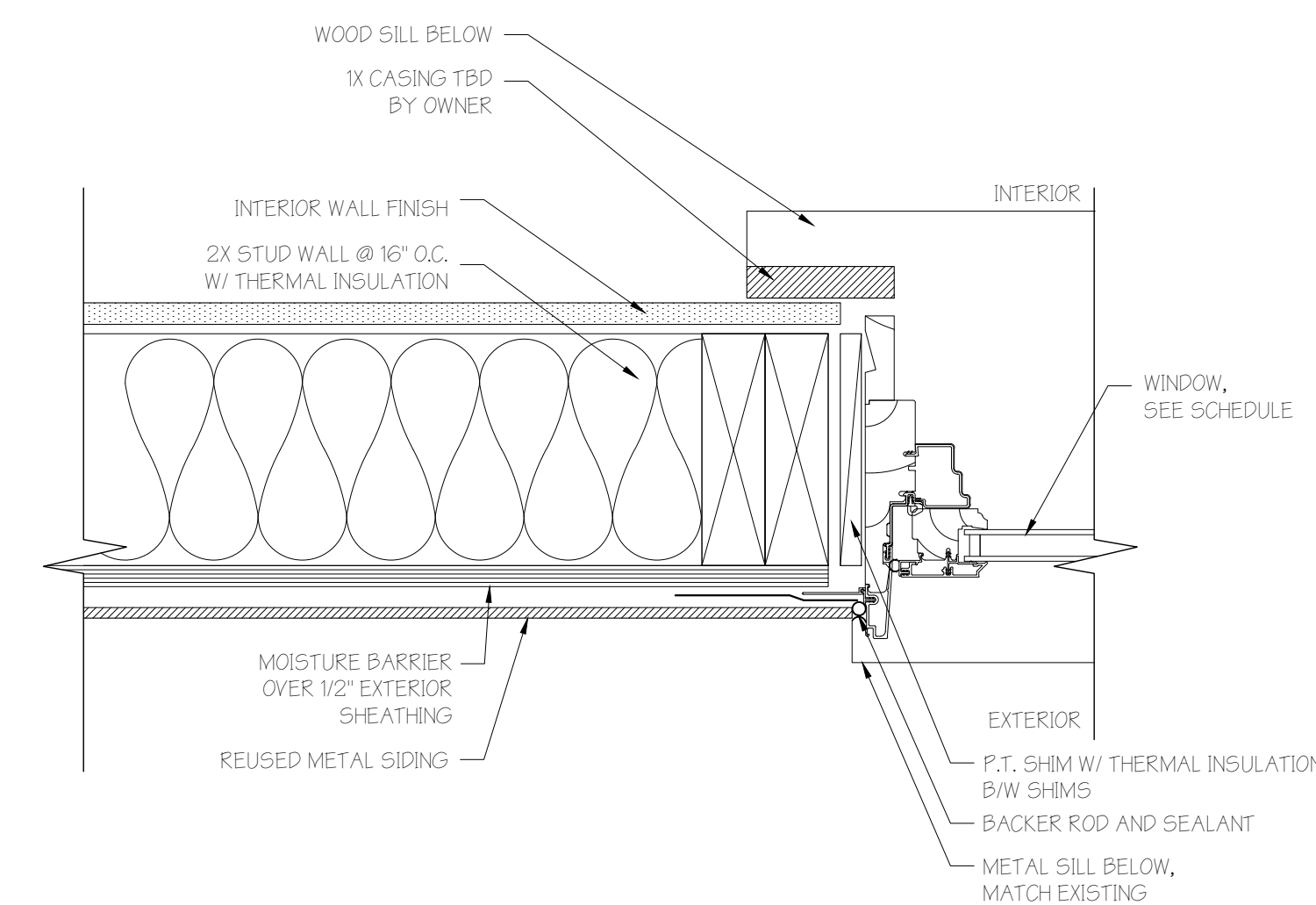


CONTRIBUTING LOCATION	2	3" = 1'-0"
		WINDOW SILL



NOTE: DETAILS SIMILAR @ DOOR HEAD AND JAMBS

6	NTS
	INSTALLATION DIAGRAM



CONTRIBUTING LOCATION	3	3" = 1'-0"
		WINDOW/DOOR JAMB

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1255 MAY RIVER ROAD, LOT C  
BLUFFTON, SC 29910

**PEARCE  
SCOTT  
ARCHITECTS**

6 STATE OF MIND ST  
SUITE 200  
BLUFFTON, SC 29910  
843.837.5700

NOT FOR CONSTRUCTION

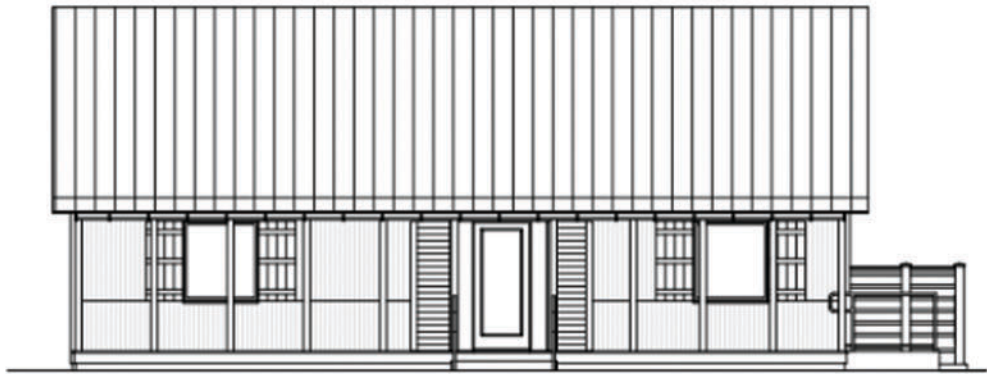
PROJECT NO.	2181.03
DATE	08.05.22
DRAWN BY	AJD
CHECKED BY	AWB

## WINDOW /DOOR DETAILS

SHEET NO.  
**A503**

24X36 PAPER SIZE





Natural wood T&G on walls



Examples of historic prints  
To be framed with salvaged wood

New flooring inside - painted?  
Walls new T&G  
Porch floor to be salvaged wood

Deer Tongue Warehouse



1975



1980



1990

Archived Photos



Deer Tongue Warehouse

Buffton Gullah Cultural Heritage Center

Replace / Repair roof framing  
to meet structural compliance



Replace / Repair 4x4 posts to  
meet structural compliance

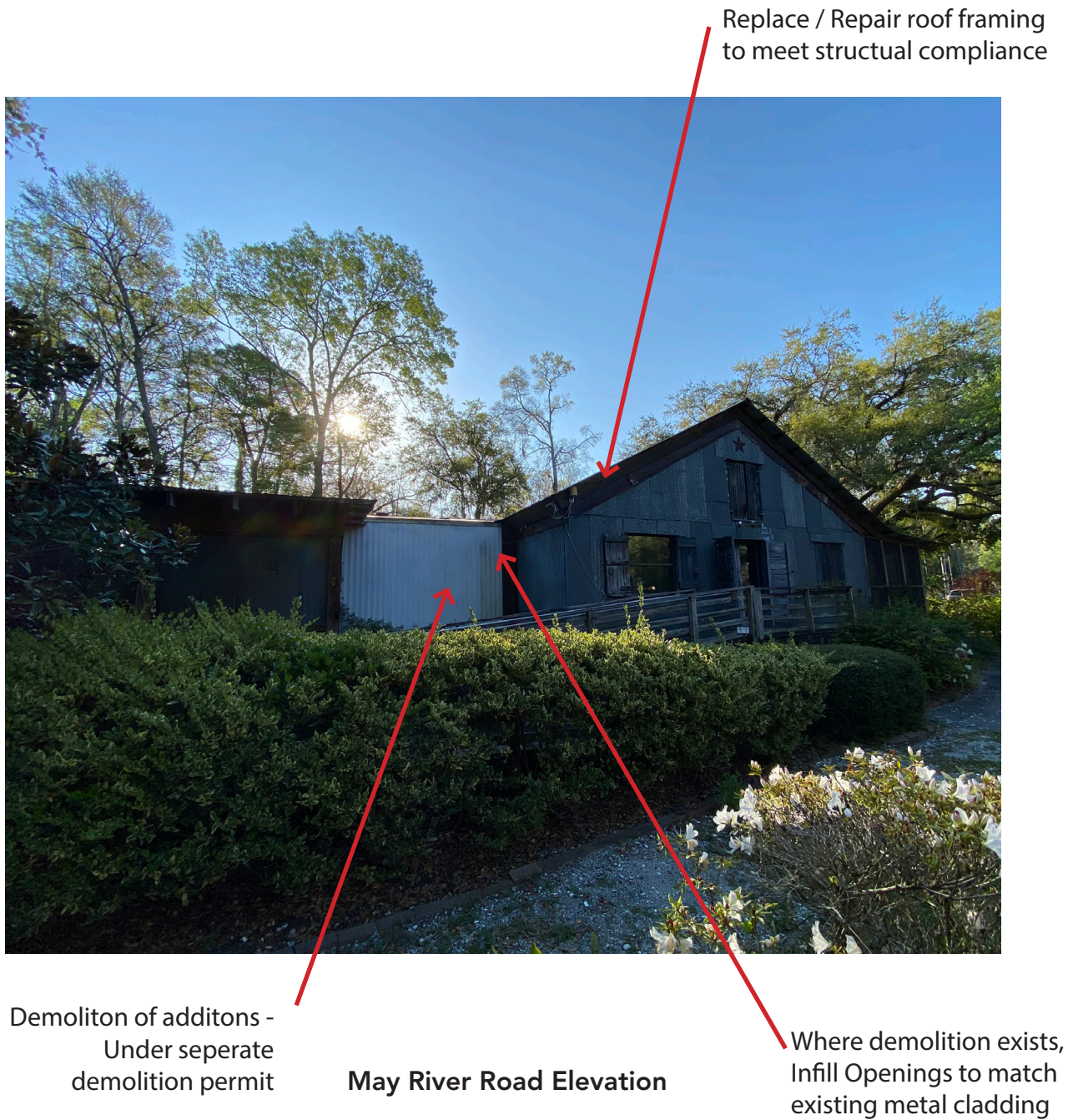
Remove Steps

May River Road Elevation



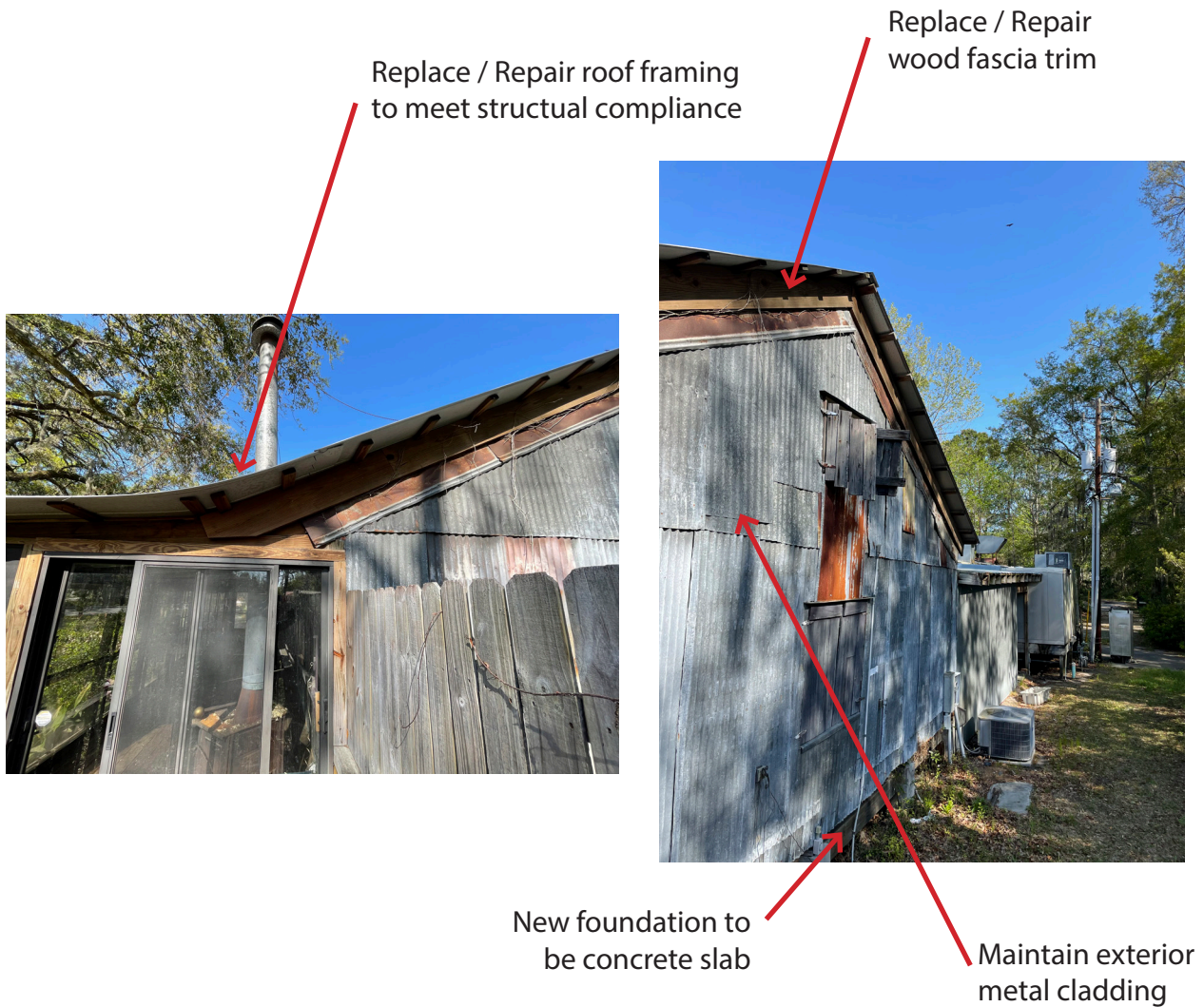
Deer Tongue Warehouse

Buffton Gullah Cultural Heritage Center



Deer Tongue Warehouse

Buffton Gullah Cultural Heritage Center

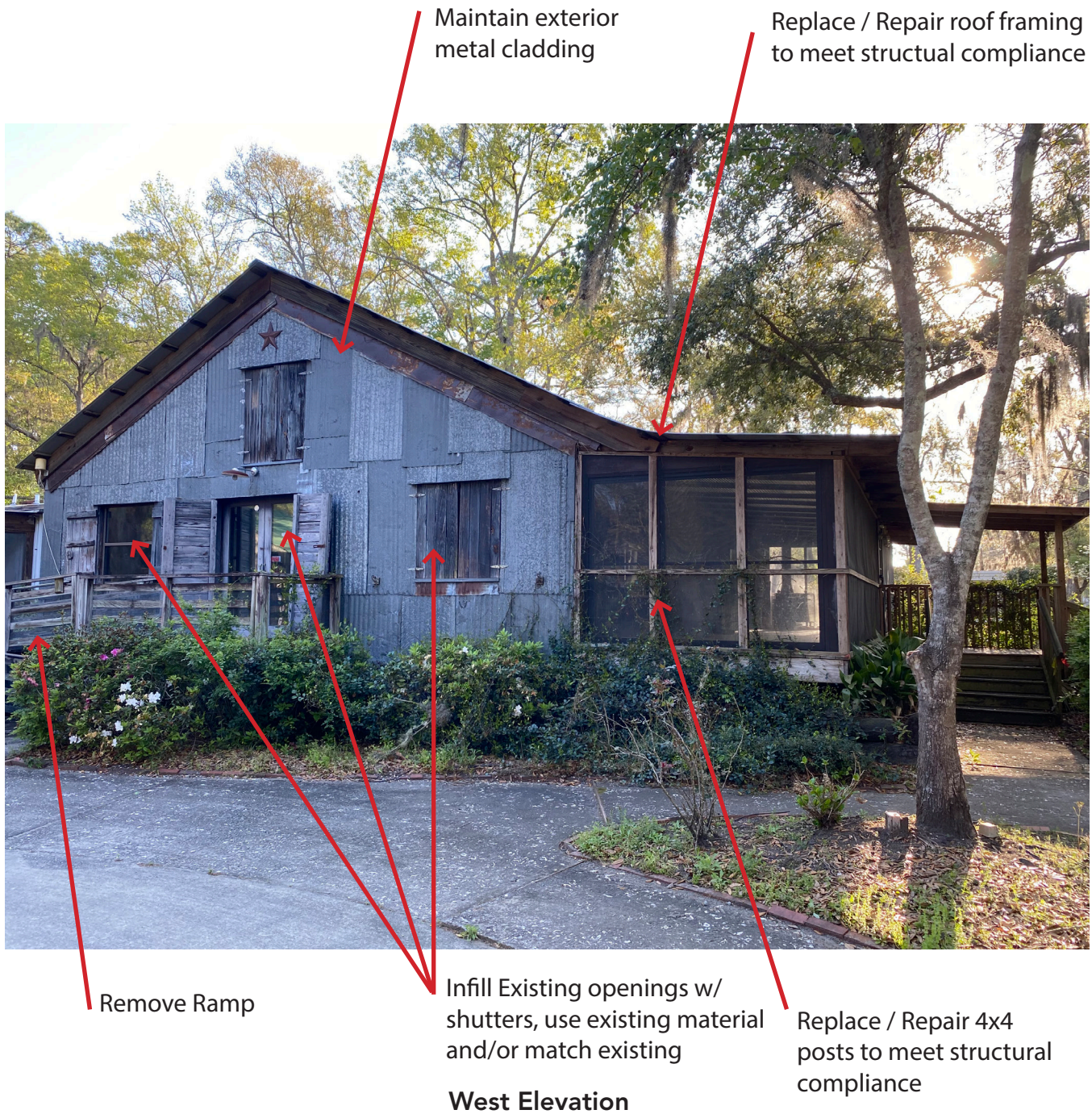


East Elevation



Deer Tongue Warehouse

Buffton Gullah Cultural Heritage Center





## TOWN OF BLUFFTON FINAL PLAN APPROVAL

**APPLICATION NO.:** DP-02-22-016417  
**APPLICATION TYPE:** Development Plan

**ISSUE DATE:** 01/09/2023  
**APPROVAL DATE:** 01/09/2023  
**EXPIRATION DATE:**

**PARCEL NO.:** R610 039 00A 0235 0000  
**PROPERTY ADDRESS:** 1255 MAY RIVER ROAD,  
 BLUFFTON SC 29910  
**ZONING DISTRICT:**

**APPLICANT:** Ward Edwards, Inc. Ward Edwards, Inc.  
 Ward Edwards, Inc. - USE THIS ACCOUNT  
**OWNER:** Billy Watterson

**DESCRIPTION:** A request by Daisy's Legacy Holdings, LLC for approval of a preliminary development plan application. The project proposes the redevelopment of a 1.85 acres site to include restaurant, commercial and residential uses in four buildings. The property is zoned Neighborhood General Historic District (NG-HD), identified by tax map number R610 039 00A 0235 0000 and located at 1255 May River Road. Staff comments will be reviewed at the March 23 meeting of the DRC.

**STATUS:** The Preliminary Development Plan was approved at the 4/27/22 Planning Commission Meeting.  
**STATUS:** Staff comments on the Final Development Plan were reviewed at the September 21 meeting of the DRC.

**Status 1-9-2023:** The Final Development Plan has been approved by the Town.

1-9-2023

\_\_\_\_\_  
 TOWN OF BLUFFTON APPROVAL SIGNATURE

\_\_\_\_\_  
 DATE

The Applicant must schedule and host a Pre-Construction Meeting with Town Staff, the design engineer, the site general contractor, and any other necessary personnel involved in the horizontal construction. After the this meeting is conducted, the Applicant will be provided a Conditional Notice to Proceed authorizing the installation of tree protection fencing and erosion control devices. Upon installation of such fencing and devices, the Applicant must schedule Pre-Clearing and Stormwater Inspections of the completed work. Once approved by the Town, the Applicant will be provided a Notice to Proceed authorizing the commencement of horizontal construction as depicted in this Final Plan Approval.



# ESTIMATED TOTAL IMPACT OF TOURISM IN BLUFFTON ON BEAUFORT COUNTY, SOUTH CAROLINA 2021

MARCH 11, 2022

DANIEL GUTTENTAG, PH.D.

MELINDA PATIENCE



66 GEORGE ST. | CHARLESTON, SC 29424-0001 | [OTA.COFC.EDU](http://OTA.COFC.EDU)

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## Introduction

This study estimates the economic impact generated by tourism to the Town of Bluffton in the year 2021. It examines the impact of such tourism on the broader economy of Beaufort County, South Carolina, and takes into account the direct spending of the visitors along with the positive secondary effects of such expenditures. The analysis entailed individually estimating the economic impacts associated with overnight visitors and day trip visitors, and then summing them together for an overall total.

This analysis was conducted by Dr. Daniel Guttentag and Melinda Patience of the Office of Tourism Analysis, which is part of the Hospitality and Tourism Management Department in the School of Business at the College of Charleston.

## Methodology

The economic impact estimations undertaken for this analysis involved various steps and diverse data. Initially, visitor volume estimates were produced using data on lodging demand provided by STR, combined with visitor behavior data that is collected via a Visitor Profile Survey. The estimated total number of visitors in each segment for 2021 can be observed in Table 1. These figures then were used to estimate the total direct visitor spending associated with each segment. Such spending estimates also relied upon visitor expenditure data collected as part of the previously mentioned Visitor Profile Survey, which asks respondents about their spending in

over a dozen categories (e.g., lodging, food, transportation, and activities). The list of expenditure categories, and the total estimated direct expenditure in each category for 2021, can be observed in Table 2.

The previously described data subsequently were used to determine average per-person expenditures. These figures were combined with the estimated visitor counts and used as inputs for a regional economic impact modelling tool, IMPLAN. IMPLAN is an input-output (IO) model that uses regionalized economic data and other information to determine economic output that accounts for direct expenditure and the secondary benefits of such expenditure (indirect and induced impacts). The model further estimates labor impacts and tax revenues.

**Table 1. Number of Bluffton Visitors**

Segment	Visitors
Overnight	172,349
Day Trip	309,137
<b>Total Visitors</b>	<b>481,486</b>

The following metrics, as estimated by the economic impact model, are covered within this report:

- **Employment:** The number of jobs in the region supported by the economic activity, which involves an industry-specific mix of full-time, part-time, and seasonal employment. Seasonal jobs are adjusted to annual equivalents.



*Impact of Tourism in Bluffton on Beaufort County, 2021***Table 2. 2021 Estimated Total Spend by Spending Category**

Category	Totals
Transportation (around the destination)	\$12,813,729
Lodging	\$18,060,040
Food – Dining Out	\$22,317,659
Food – Groceries	\$10,368,345
Shopping	\$31,699,550
Spas	\$9,634,647
Golf	\$4,556,621
Biking	\$2,119,502
Performance/Visual Arts	\$3,661,270
Festivals	\$3,546,999
Museums/Historical Tours	\$4,202,039
Boating/Sailing/Fishing	\$5,215,836
Nature-based Activities	\$3,310,566
Dolphin Tours	\$2,954,112
Tennis	\$2,884,225
Other Expenses	\$6,887,921
<b>Total Expenditure</b>	<b>\$144,233,061</b>

- **Labor income:** All forms of employment income, including employee compensation (wages and benefits) and proprietor income.
- **Output:** The total value of industry production, which for the service sector represents total sales, for the retail sector represents gross margins, and for the manufacturing sector represents sales minus inventory change.
- **Direct:** The initial effects to local industries that are directly receiving the expenditures of interest.
- **Indirect:** The secondary effects resulting from business-to-business purchases in the supply chain occurring throughout the region, as triggered by or in support of the direct expenditure activity.
- **Induced:** The ripple effects in the region resulting from household spending of

income, after the removal of taxes, savings, and commuters.

- **Taxes:** These revenues take into account a variety of taxes including sales tax, property tax, and income tax. These figures do not account for tourism taxes, such as accommodation taxes.

## Results

Compared to 2020, which was wholly defined by the COVID-19 pandemic, the year 2021 marked a significant shift back towards normalcy for the hospitality and tourism sector, and for society more broadly. This shift closely paralleled the rollout of widespread public vaccination early in the year. Nevertheless, the ongoing pandemic continued to influence travel behavior, with the rebound in tourism led by leisure travelers, who were largely attracted to non-urban destinations with opportunities for

*Impact of Tourism in Bluffton on Beaufort County, 2021*

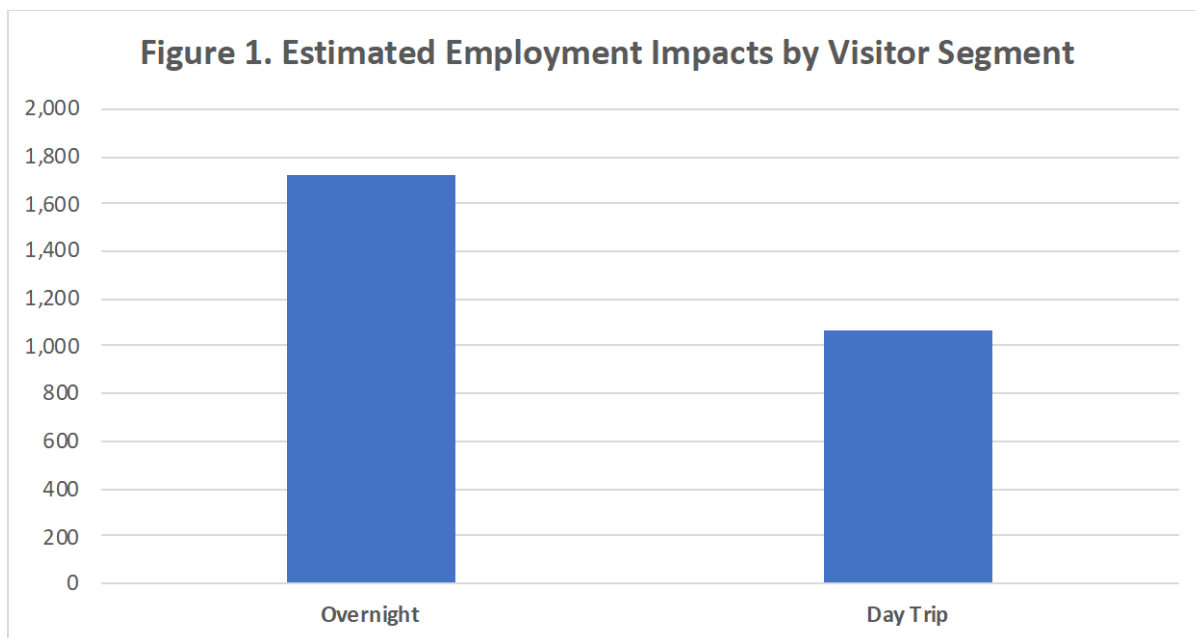
outdoor recreation. Such trends were favorable for Bluffton.

A total of **481 thousand visitors** came to Bluffton in 2021. The overall economic impact of this tourism for Beaufort County was **\$187.31 million**. This economic impact represents not just the direct expenditure by visitors, but also the secondary ripple effects of such economic activity that occur as tourism businesses spend operating funds and as tourism dollars are re-spent within the region. Bluffton tourism also (directly and indirectly) supported an estimated **2,782 jobs**, which represent 2.6% of all jobs in Beaufort County, as per employment data provided by the Bureau of Economic Analysis. Similar to the economic impact figure, this employment figure does not refer solely to jobs within the tourism sector, but rather to a combination of full-time, part-time, and seasonal jobs that are both directly and indirectly supported by the broader tourism economy and its secondary effects on non-tourism industries and enterprises. Impact estimates for each of the visitor segments are presented in the Appendix

(Tables A1 - A3), and the employment impacts are presented in Figure 1.

A total output multiplier for tourist spending was calculated using the model estimates. This multiplier represents the ratio of total economic impact to direct spending. The estimated output multiplier for Bluffton tourism on Beaufort County was **1.30**. This signifies that every dollar spent by tourists in Bluffton increased output in the overall Beaufort County economy by a total of \$1.30.

The tourist expenditures generated an estimated **\$1.87 million** in tax revenues for local Beaufort County governments. The Town of Bluffton earned an additional **\$5.76 million** in accommodations tax and hospitality tax, as reported by the Town of Bluffton Revenue Services. Together, this **\$7.62 million** in tax revenue represents a Return on Tax Investment (ROTI) of 49.63, based on the \$153.6 thousand that was spent on destination marketing in 2021. In other words, each dollar spent by the Visitor & Convention Bureau yielded an estimated return of **\$49.63** in local tax revenue.



## Appendix

**Table A1. Overnight – Estimated Economic Impact on Beaufort County**

	<b>Employment</b>	<b>Labor Income</b>	<b>Output</b>
<b>Direct</b>	1,397	\$29,338,420	\$78,921,386
<b>Indirect</b>	189	\$7,792,929	\$28,415,385
<b>Induced</b>	134	\$5,362,728	\$18,292,994
<b>Total</b>	<b>1,720</b>	<b>\$42,494,077</b>	<b>\$125,629,765</b>

**Table A2. Day Trip – Estimated Economic Impact on Beaufort County**

	<b>Employment</b>	<b>Labor Income</b>	<b>Output</b>
<b>Direct</b>	897	\$17,179,359	\$37,426,196
<b>Indirect</b>	89	\$3,676,884	\$13,904,250
<b>Induced</b>	76	\$3,034,404	\$10,349,610
<b>Total</b>	<b>1,062</b>	<b>\$23,890,647</b>	<b>\$61,680,055</b>

**Table A3. Total, All Segments – Estimated Economic Impact on Beaufort County**

	<b>Employment</b>	<b>Labor Income</b>	<b>Output</b>
<b>Direct</b>	2,294	\$46,517,779	\$116,347,582
<b>Indirect</b>	278	\$11,469,812	\$42,319,634
<b>Induced</b>	209	\$8,397,133	\$28,642,604
<b>Total</b>	<b>2,782</b>	<b>\$66,384,724</b>	<b>\$187,309,820</b>
<b>Estimated Local Tax Revenue</b>			\$1,866,301
<b>Local Tourism Tax Revenue (ATax and HTax)</b>			\$5,756,378
<b>Total Estimated Local Tax Revenue</b>			<b>\$7,622,679</b>

*Impact of Tourism in Bluffton on Beaufort County, 2021***Table A4. Top 50 Industries Impacted by Bluffton Tourism**

	Industry	Output
1	Full-service restaurants	\$23,802,957.87
2	Hotels and motels, including casino hotels	\$18,062,368.24
3	Miscellaneous store retailers	\$17,897,666.41
4	Other real estate	\$13,400,678.59
5	Transit and ground passenger transportation	\$12,851,635.58
6	Personal care services	\$9,809,683.57
7	Fitness and recreational sports centers	\$9,677,582.60
8	Museums, historical sites, zoos, and parks	\$7,527,411.16
9	Water transportation	\$5,250,257.46
10	Owner-occupied dwellings	\$4,657,838.93
11	Scenic and sightseeing transportation and support activities for transportation	\$4,332,740.93
12	Food and beverage stores	\$4,104,712.56
13	Performing arts companies	\$3,788,658.66
14	Other amusement and recreation industries	\$3,723,143.07
15	Management of companies and enterprises	\$3,256,839.14
16	Monetary authorities and depository credit intermediation	\$2,480,325.00
17	Insurance agencies, brokerages, and related activities	\$2,065,122.92
18	Offices of physicians	\$1,398,659.88
19	Other local government enterprises	\$1,346,865.91
20	Electric power transmission and distribution	\$1,277,348.33
21	Legal services	\$1,247,183.72
22	Services to buildings	\$1,241,391.69
23	Maintenance and repair construction of nonresidential structures	\$1,195,709.98
24	All other food and drinking places	\$1,192,375.71
25	Limited-service restaurants	\$1,182,121.49
26	Employment services	\$1,102,580.00
27	Securities and commodity contracts intermediation and brokerage	\$987,935.00
28	Hospitals	\$960,404.22
29	Other financial investment activities	\$944,662.03
30	Advertising, public relations, and related services	\$924,294.33
31	Management consulting services	\$857,918.10
32	Non-depository credit intermediation and related activities	\$787,347.92
33	Automotive repair and maintenance, except car washes	\$685,984.13
34	General merchandise stores	\$677,951.46
35	Postal service	\$635,470.57
36	Landscape and horticultural services	\$630,130.63
37	Tenant-occupied housing	\$626,162.43
38	Waste management and remediation services	\$581,885.09
39	Non-store retailers	\$577,626.18
40	Accounting, tax preparation, bookkeeping, and payroll services	\$566,788.83

*Impact of Tourism in Bluffton on Beaufort County, 2021*

Industry		Output
41	Electric power generation - Fossil fuel	\$542,178.54
42	Radio and television broadcasting	\$502,061.78
43	Car washes	\$494,675.54
44	Gasoline stores	\$460,495.78
45	Wholesale - Petroleum and petroleum products	\$443,889.79
46	Nursing and community care facilities	\$424,816.94
47	Travel arrangement and reservation services	\$420,661.68
48	Commercial and industrial machinery and equipment rental and leasing	\$400,130.07
49	Building material and garden equipment and supplies stores	\$397,020.94
50	Clothing and clothing accessories stores	\$395,432.61

Bluffton Gullah Cultural Heritage Center- Exterior/Deconstruction/Stabilization

General Conditions	\$292,250.00					
Existing Conditions	\$90,081.00					
Concrete	\$120,824.00					
Masonry	\$22,508.00					
Misc/Decorative Steel	\$41,623.00					
Rough Carpentry	\$248,916.00					
Waterproofing	\$32,465.00					
Insulation	\$27,812.00					
Roofing	\$62,314.00					
Exterior Finishes	\$197,919.00					
Shutters	\$17,154.00					
Glass & Glazing	\$61,325.00					
Doors/Frames/Hdw	\$121,636.00					
Earthwork	\$154,973.00					
Exterior Improvements	\$118,068.00					
Utilities	\$103,315.00					
Total	\$1,713,183.00					

Bluffton Gullah Cultural Heritage Center Projected Revenue

Source	Amount	Number of Grants/ Donations		
Grants	2,000,000	15		
Donations	3,000,000	450		
Membership/ Events	45,000	475		

**The Bluffton Gullah Culture Heritage Center Operating, Programming  
and Reconstruction Budget Expenses:**

**Bluffton Gullah  
Heritage Center**

Bluffton Gullah Heritage Center 2023  
Construction, Operating, &  
Reconstruction Budget.

**Reconstruction/  
Interior Upfit Budget**

<b>Reconstruction/ Interior Upfit Needs</b>	<b>AMOUNT</b>
Restroom	\$45,000.00
ADA (Wheelchair) Ramp Construction	\$7,500.00
Audio/Visual System Installation	\$30,000.00
Lighting Upfit	\$10,000.00
Paint/Labor	\$3,000.00
Demo Kitchen Installation	\$10,000.00
Painting Display Brackets	\$2,000.00
Artifacts Shelving	\$15,000.00
Interior Furniture for Heritage Center	\$20,000.00
<b>Total</b>	<b>\$142,500.00</b>

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<b>Operational Budget</b>	<b>AMOUNT</b>
Executive Director Salary	\$75,000.00
Programming Coordinator	\$50,000.00
Directors and Officers Insurance	\$1,000.00
Marketing/Advertising	\$20,000.00
Braille Historical Literature	\$200.00
Website Hosting	\$1,500.00
Mail and Postage	\$3,000.00
Utilities (water, light, internet, and telephone)	\$10,000.00
Accounting and Audit Expenses	\$10,000.00
Travel/Conferences/Professional Development	\$2,500.00
Office Supplies, stationary	\$5,000.00
Fundraising and Events	\$20,000.00
Meeting Expenses-Lunch,Coffee,and Parking	\$2,000.00
Professional Organizations & Memberships(Local Chambers, Gullah Geechee Corridor, etc).	\$2,000.00
<b>Total</b>	<b>\$202,700.00</b>

Divisions		TOTAL
Div 01 - General Conditions		\$ 292,250.00
Div 02 - Existing Conditions		\$ 90,081.00
Div 03 - Concrete		\$ 120,824.00
Div 04 - Masonry		\$ 22,508.00
Div 5B - Misc/Decorative Steel		\$ 41,623.00
Div 6 - Rough Carpentry		\$ 248,916.00
Div 7A - Waterproofing		\$ 32,465.00
Div 7B - Insulation		\$ 27,812.00
Div 7C - Roofing		\$ 62,314.00
Div 7D - Exterior Finishes		\$ 197,919.00
Div 7E - Shutters		\$ 17,154.00
Div 8A - Glass & Glazing		\$ 61,325.00
Div 8B - Doors / Frames / Hdw		\$ 121,636.00
Div 9A - Drywall		\$ 47,456.00
Div 9B - Paint		\$ 84,497.00
Div 9C - Flooring		\$ 31,845.00
Div 9D - Wall Finishes		\$ 17,118.00
Div 10 - Specialties		\$ 50,664.00
Div 12 - Furnishing		\$ 13,457.00
Div 22 - Plumbing		\$ 81,388.00
Div 23 - Mechanical		\$ 102,344.00
Div 26 - Electrical		\$ 191,588.00
Div 28 - Electronic Safety and Security		\$ 26,511.00
Div 31 - Earthwork		\$ 154,973.40
Div 32 - Exterior Improvements		\$ 118,068.00
Div 33 - Utilities		\$ 103,315.60
<b>CONSTRUCTION SUBTOTAL</b>		<b>\$ 2,360,052.00</b>
<b>GENERAL REQUIREMENTS</b>		
Builders Risk	2.0%	\$ 47,201
General Liability	2.0%	\$ 47,201
Bond	0.0%	\$ -
<b>GENERAL REQUIREMENTS SUBTOTAL</b>		<b>\$ 94,402</b>
<b>PROJECT FEE</b>	<b>6%</b>	<b>\$ 147,267</b>
<b>PROJECT TOTAL</b>		<b>\$ 2,601,721</b>

<b>Programming Budget</b>	<b>AMOUNT</b>
Interactive Map of Heritage Buildings and Significant Spaces	\$15,000.00
Video Production, Documentation of Historical Figures	\$10,000.00
Interior Storyboards	\$7,000.00
Bottle Tree Design & Construction	\$18,500.00
Bateau Boat Construction	\$2,500.00
Historical Markers for Bluffton Gullah/Heritage Walking Tour	\$17,000.00
Artifact Preservation & Restoration Equipment & Programming	\$5,000.00
<b>Total</b>	<b>\$75,000.00</b>

**Overall SubTotal: \$3,021,921 200.00**

# BGCHC Balance Sheet 2023

US-GAAP

## ASSETS

CURRENT ASSETS	Q1	Q2	Q3	Q4
Cash			\$62,350	
Accounts Receivable				
-Doubtful Accounts				
Inventory				
Temporary Investments				
Prepaid Expenses				
Other Current Assets				
<b>TOTAL CURRENT ASSETS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$62,350</b>	<b>\$0</b>

FIXED ASSETS	Q1	Q2	Q3	Q4
Long Term Investments				
Land				
Buildings				
-Accumulated Depreciation				
Property, Plant and Equipment				
-Accumulated Depreciation				
<b>TOTAL NET FIXED ASSETS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL ASSETS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$62,350</b>	<b>\$0</b>

## LIABILITIES AND SHAREHOLDERS' EQUITY

CURRENT LIABILITIES	Q1	Q2	Q3	Q4
Accounts Payable				
Short Term Notes				
Current Portion of Long Term Notes				
Interest Payable				
Taxes Payable				
Accrued Payroll				
Other Current Liabilities				
<b>TOTAL CURRENT LIABILITIES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

LONG TERM LIABILITIES	Q1	Q2	Q3	Q4
Long Term Debt				
Deferred Income Taxes				
Other Long Term Liabilities				
<b>TOTAL LONG TERM LIABILITIES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

SHAREHOLDERS' EQUITY	Q1	Q2	Q3	Q4
Capital Stock				
Additional Paid in Capital				
Retained Earnings	\$0	\$0	\$62,350	\$0
<b>TOTAL SHAREHOLDERS' EQUITY</b>	<b>\$0</b>	<b>\$0</b>	<b>\$62,350</b>	<b>\$0</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$0</b>	<b>\$0</b>	<b>\$62,350</b>	<b>\$0</b>

# BGCHC Profit and Loss Statement 2023

US-GAAP

FISCAL YEAR END 12/31 (IN THOUSANDS)	2023
Revenues/Donations	\$62,500
Cost of Goods Sold	
<b>GROSS PROFIT</b>	<b>\$62,500</b>

	2023
Operating Expenses	\$150
Selling, General, and Administrative Expenses	
Depreciation and Amortization	
Other Expenses	
<b>OPERATING PROFIT</b>	<b>\$62,350</b>

	2023
Interest Expense	
Other Revenues or Gains	
Other Expenses or Losses	
<b>EARNINGS BEFORE TAXES</b>	<b>\$62,350</b>

	2020	2021	2022
<b>Income Taxes</b>			
<b>NET INCOME</b>	\$62,350		

	2020	2021	2022
<b>Common Shares Outstanding</b>			
<b>Earnings Per Share</b>			
<b>Dividends Per Share</b>			

# Statement of Cash Flows

US-GAAP

## CASH FLOW FROM OPERATING ACTIVITIES

FISCAL YEAR END 12/31 (IN THOUSANDS)	2023
Net Income	
Adjustments	
Depreciation Expense	
Amortization Expense	
Gain on Sale of Equipment	
Increase in Accounts Receivable	
Decrease in Unearned Rent Revenue	
Decrease in Inventories	
Increase in Accounts Payable	
Increase in Prepaid Expenses	
Increase in Income Taxes Payable	
<b>NET CASH PROVIDED BY OPERATING ACTIVITIES</b>	<b>\$0</b>

## CASH FLOW FROM INVESTING ACTIVITIES

	2023
Purchase of Available for Sale Securities	
Sale of Equipment	
Purchase of Buildings	
<b>NET CASH USED IN INVESTING ACTIVITIES</b>	<b>\$0</b>



**CASH FLOW FROM FINANCING ACTIVITIES**

	2020	2021	2022
Repayment of Debts			
Issuance of Debts			
Payment of Cash Dividends			
Issuance of Common Stock			
Repurchase of Common Stock			
<b>NET CASH USED IN FINANCING ACTIVITIES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**CASH AND EQUIVALENTS, END OF YEAR**

	2020	2021	2022
Net Increase/Decrease in Cash and Equivalents			
Cash and Equivalents, Beginning of Year			
<b>CASH AND EQUIVALENTS, END OF YEAR</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Bluffton Gullah Heritage Center  
Board March Meeting Minutes

- I. Board Meeting Minutes  
Date: March 16, 2023  
Time: 6:30pm
- II. Attendees: Board members Jacquelyn Brown and Bridgette Fraizer  
Staff: Executive Director-Giovanni Glover
- III. Call to Order  
Previous Meeting Minutes-Executive Director Giovanni Glover-  
6:30pm

Jacquelyn Brown called the meeting to order at 6:30pm. The minutes were approved by a unanimous vote by all attendees.

Finance Report

At 6:32pm, Executive Director Glover provided a report on current balance.

A workshop was conducted to formalize the center's capital campaign to provide funding for operational, programming and renovation needs. The capital campaign will kick off in the fall of 2023 with a dinner fundraiser and will include donor levels, provide attendees with a first look of some of the programming features of the center in addition to a tour through the design, etc.

A request was made and approved by board members to submit an ATAC application during the June quarter to ask for funding to be utilized for deconstruction and stabilization of the historic Deer Tongue building which will house the Bluffton Gullah Cultural Heritage Center.

IV. Adjournment

A motion was made to adjourn by Bridgette Frazier and seconded by Jacquelyn Brown. Motion carried, meeting adjourned at 8:30PM

# ACCOMMODATIONS TAX ADVISORY COMMITTEE

## STAFF REPORT

### Department of Finance & Administration



MEETING DATE: August 15, 2023  
 SUBJECT: Bluffton Gullah Cultural Heritage Center:  
 Exterior/Deconstruction/Stabilization of Deer Tongue Building  
 PROJECT MANAGER: Shannon Milroy, Budget & Procurement Analyst

Summarized below is the application from the Bluffton Gullah Cultural Heritage Center for Accommodations Tax grant dollars in support of the "Exterior/Deconstruction/Stabilization" of the Deer Tongue Building.

**Requested Amount: \$350,000**

Bluffton Gullah Cultural Heritage Center	Total Budget	Requested ATAX Grant (approx. 42% of event budget)
Facilities for Civic and Cultural Events	\$831,573*	\$350,000
<b>Total</b>	<b>\$831,573*</b>	<b>\$350,000</b>

**Eligible "Tourism-Related Expenditures" per South Carolina Code of Laws:**

Facilities for Civic and Cultural Events:

**Total Budget: \$831,573\***

\*Revised Budget submitted after application deadline; new cost is based on bids received for the project.

Project costs were prepared by Shoreline Construction and contemplate funding a portion of the exterior construction, including the deconstruction and stabilization of the Deer Tongue Building; Pearce Scott is the architect of record. Re: Purpose Savannah will lead the deconstruction and cataloging of all salvageable materials, which will then be repurposed and used to rebuild the Center.

Tourism Draw %: Not yet measurable as construction not yet complete.

Benefit to Tourism: Once complete, this newest addition along the Gullah Geechee Cultural Heritage Corridor will serve to educate, preserve and celebrate our region's rich Gullah history and culture. At minimum, the Center projects to draw 100,000 visitors to the new facility in year one; this figure is comprised of 15% of the total annual visitors to Bluffton (roughly 75,000) and attracting another 25,000 who have come to the Center specifically.

Self-Sufficiency % (Financial Need): Requesting approximately 42% of the total project budget; Other projected revenue sources include grants, membership/events, and donations.

**Table Rating (Scores 0-5 with 5 satisfying the qualifications best, exception Advertising 0-15)**

Amount Recommended	Tourist Facilities (15)	Tourism Draw % (5)	Benefit to Tourism (5)	Self-Sufficiency % (5)	Misc. (10)	Total of 40 possible	Comments
\$350,000	13	4	5	4	6	32	

**Previous Funding Amounts - Bluffton Gullah Cultural Heritage Center**

Fiscal Year	Amount Requested	% of Budget	Advisory Committee Recommendation	Town Council Approved	Expended	Comments
2022	\$60,000	50.8%	-	\$60,000	\$0	No reimbursement requests received to date.

Accommodations Tax Committee Recommendations and Comments:

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The Committee recommends funding \$350,000 for facilities for civic and cultural events expenses.

**Milroy, Shannon**

**From:** noreply@civicplus.com  
**Sent:** Friday, June 30, 2023 2:40 PM  
**To:** ATax Communications  
**Subject:** Online Form Submittal: Accommodations Tax Grant Application

**WARNING!**

This email originated from outside of the Town of Bluffton's email system. DO NOT click any links or open any attachments unless you recognize the sender and know the content is safe.

## Accommodations Tax Grant Application

### TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

## TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

Accommodations Tax Grant Application Instructions [Accommodations Tax Grant Application Instructions](#)

Accommodations Tax Grant Application Instructions I have read and acknowledged the Town of Bluffton, SC Accommodations Tax Grant Application Instructions.

(Section Break)

Application Date	6/30/2023
Full Legal Organization Name	BlacQuity SC
Project Name	Roots & Rivers Festival
Total Project Costs	\$38,186
Total ATAX Funds Requested	\$10,836
Percent of Total Budget	28%
Address	PO Box 3132
Street Address Line 2	<i>Field not completed.</i>
City	Bluffton

State	South Carolina
Zip Code	29910
Applicant must be designated as a non-profit entity to receive ATAX funds. Please include a copy of your organization's non-profit status, such as your IRS Designation Letter.	<a href="#">FinalLetter 88-0662577 BLACQUITYSC Determination Letter.tif</a>
Please upload a copy of your current Town of Bluffton Business License, which is required of all applicants.	<a href="#">BlacQuity SC - BL (1).pdf</a>

### TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

#### Organization Primary Point of Contact

First Name	Gwen
Last Name	Chambers
Title	executive director
Phone Number	8435406292
E-mail Address	<a href="mailto:gwen@blacquitysc.org">gwen@blacquitysc.org</a>

(Section Break)

#### Organization Secondary Point of Contact

First Name	Altimese
Last Name	Curry
Title	marketing
Phone Number	<i>Field not completed.</i>
E-mail Address	<a href="mailto:hello@altimesenichole.com">hello@altimesenichole.com</a>

### TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

Project Description:	This is our inaugural event for the Roots & Rivers Festival to provide a platform for small businesses to thrive. You envision a bustling marketplace where local artisans, craftsmen, and entrepreneurs can showcase their unique products and
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services. Many of these individuals have been flying grossly under the radar, and this is a way to elevate, promote, and empower these businesses. We are aiming to support the local economy and promote entrepreneurship. The festival becomes an opportunity for attendees to discover and support these black owned small businesses, fostering a sense of community and encouraging, empowering and promoting these businesses and sustainable economic growth. By integrating the small business side of things, the festival becomes a vibrant hub where culture, creativity, and commerce come together in a truly enriching experience for all.

The Roots & Rivers Festival offers a range of key attractions and activities that appeal to a diverse target audience. Some of the highlights include a lively beer garden, captivating live music performances by Deas Guyz, a wide variety of delectable food trucks, and an array of vendors offering unique products and services. The festival aims to attract individuals who appreciate live music, enjoy a vibrant atmosphere, savor diverse cuisines, and seek an opportunity to explore and support local businesses. Attendees can expect an unforgettable experience filled with music, flavors, and a vibrant community spirit.

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**All advertising/marketing paid for with Town of Bluffton Accommodations Tax dollars must incorporate the branding shown here: **Town of Bluffton Brand Standards**. The use of the Town's logo must meet the design standards outlined at the aforementioned link and be approved by the Town. Designs may be submitted electronically using this **link**. Please allow five (5) business days for approval.**

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Impact on or Benefit to  
Tourism:

To accommodate the expanded festival, we needed a larger venue. We found a great space that offers plenty of room for vendors, multiple stages, seating areas, and various attractions. It's important to make sure attendees have enough space to move around comfortably and enjoy all the festival has to offer.

With the festival being a bigger and more comprehensive event, our marketing and promotional efforts had to level up too. We developed a comprehensive marketing strategy that includes traditional and digital channels. We're utilizing print media ads, radio spots, social media campaigns, online event listings, targeted email marketing, and collaborations with local influencers and media outlets. Our goal is to reach a broader audience and generate greater awareness about the festival.

Increased Visitor Numbers: The Roots & Rivers Festival serves



as a major draw for tourists who specifically plan their trips to attend the event. This influx of visitors contributes to the overall tourism numbers in the region, boosting local businesses such as hotels, restaurants, and retail establishments.

**Economic Impact:** The Roots & Rivers Festival stimulates the local economy by generating revenue for various sectors. Visitors spend money on accommodations, dining, shopping, transportation, and other services, thereby supporting local businesses and job creation.

**Destination Promotion:** Through its marketing efforts, the festival promotes the host destination to a wider audience. The event highlights the unique features, cultural heritage, and natural assets of the area, creating awareness and interest among potential tourists who may consider visiting outside of the festival dates.

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**“Tourist” means a person who does not reside within the corporate limits of the Town or within a Town zip code that takes a trip into the corporate limits of the Town for any purpose, except daily commuting to and from work.**

**“Travel” and “Tourism” mean the action and activities of people taking trips outside their home communities for any purpose, except daily commuting to and from work.**

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(Section Break)

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Project/Event Start & End Date:	9/9/2023 - 9/10/2023
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Multi-Year Project/Event?	No
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Permits Required, if any:	alcohol
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Additional Comments:	<i>Field not completed.</i>
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## **TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION**

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### **FINANCIAL INFORMATION**

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Project/Event Line Item Budget	<a href="#">Roots and Rivers Festival Budget ATAC.pdf</a>
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Most Recent Fiscal Year Balance Sheet and Profit	<a href="#">StatementofActivity.pdf</a>
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and Loss Accounting  
Statement

Financial Guarantee

[Platinum Sponsor - Montage Palmetto Bluff.pdf](#)

*Applicant must provide a copy of official minutes wherein the sponsoring organization approves the project and commits the organization to financial responsibility for carrying it out to the stage of completion.*

(Section Break)

**Please list all contributions made to the project/event by the sponsoring organization. This shall include both monetary and in-kind goods and/or services, as applicable.**

Contribution	Sponsor
--------------	---------

Amount/Value	10000
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Contribution	Sponsor
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Amount/Value	5000
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(Section Break)

Have you requested, received or been awarded funding from other sources or organizations (including additional ATAX funds from other local entities) for this project/event?	Yes
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If yes, please list all sources and amounts:

Funding Source	Bluffton ATAX - March 2023
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Amount	\$11,000
--------	----------

Funding Source	<i>Field not completed.</i>
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Amount	<i>Field not completed.</i>
--------	-----------------------------

Funding Source	<i>Field not completed.</i>
----------------	-----------------------------

Amount	<i>Field not completed.</i>
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Funding Source	Field not completed.
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Amount	Field not completed.
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## TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

### PRIOR RECIPIENT'S REPORT

If your organization has received ATAX funding from the Town of Bluffton in previous years, you must complete the below information. Only the information for the most recent round of funding is required.

If you have not received ATAX funding from the Town of Bluffton, please answer "No" and skip this section, and sign and submit your application.

Has your organization previously received ATAX funds from the Town of Bluffton?	Yes
---	-----

Project/Event Name	Roots & Rivers Festival
--------------------	-------------------------

Year	2023
------	------

Amount Awarded	11000
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Was project completed?	No
------------------------	----

If project was not completed, please explain:	We are in the same year of the event set to happen on September 9th. We are asking for additional funding to support the marketing components of the festival
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How were the funds used?	Marketing, and operations funding
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What impact did this project/event have on the community or benefit tourism? Describe how the tourism data was measured.	We are measuring tourism through surveys, credit card sales, and and geofencing kpi marketing efforts
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(Section Break)

Please provide the project/event budgets for the previous two (2) years.	Field not completed.
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Additional Comments	Field not completed.
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## TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

**All applicants will be required to come before the Accommodations Tax Advisory Committee (ATAC) and answer any and all questions when scheduled to do so.**

**Any organization awarded funds for advertising/marketing must incorporate the Bluffton Heart of the Lowcountry brand logo in all promotional materials and advertising.**

**The South Carolina Freedom of Information Act (FOIA) defines a “public body” as any organization or corporation supported in whole or in part by public funds or expending public funds. If awarded, your organization's acceptance of public funds from the Town of Bluffton may cause your organization to come within the meaning of “public body” as defined by the Freedom of Information Act. S.C. Code Ann. §30-4-10, et seq. (Supp. 2002). Accordingly, this is to advise that by accepting public funds, your organization may be subject to the South Carolina Freedom of Information Act.**

**By submitting this application, the organization certifies that it has read and understands the paragraphs above. The organization additionally certifies that it does not discriminate in any manner on the basis of race, color, national origin, age, sex, disability, religion, or language and that all funds that may be received by the applicant organization from the Town of Bluffton, South Carolina will be solely used for the purposes set forth in this application and will comply with all laws and statutes, including the South Carolina Code of Laws regarding Allocations of Accommodations Tax Revenues.**

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**By typing your name below, you are signing this application electronically. You agree that your electronic signature is the legal equivalent of your manual signature on this application.**

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Signature	Gwendolyn Chambers
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Signatory's Title or Position	Executive Director
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Email not displaying correctly? [View it in your browser.](#)



Department of the Treasury  
Internal Revenue Service  
Tax Exempt and Government Entities  
P.O. Box 2508  
Cincinnati, OH 45201

BLACQUITY SC  
PO BOX 3132  
BLUFFTON, SC 29910

Attachment 13

Date:  
03/09/2022  
Employer ID number:  
88-0662577  
Person to contact:  
Name: Customer Service  
ID number: 31954  
Telephone: 877-829-5500  
Accounting period ending:  
December 31  
Public charity status:  
170(b)(1)(A)(vi)  
Form 990 / 990-EZ / 990-N required:  
Yes  
Effective date of exemption:  
February 2, 2022  
Contribution deductibility:  
Yes  
Addendum applies:  
No  
DLN:  
26053447002412

Dear Applicant:

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

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

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

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

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

Sincerely,

Stephen A. Martin  
Director, Exempt Organizations  
Rulings and Agreements



# TOWN OF BLUFFTON

January 04, 2023

DATE ISSUED

April 30, 2023

EXPIRES

LIC-01-23-047386

LICENSE NUMBER

019145-2023

BUSINESS ID

**BlacQuity SC**

COMPANY NAME

**BlacQuity SC**

DBA NAME

**Non Profit - Other Similar Organizations (except Business, Professional,  
Labor, and Political Organizations)**

BUSINESS TYPE

**Economic Development Center**

DESCRIPTION/CONDITIONS

4 WATER TUPELO LN  
BLUFFTON SC 29910

BUSINESS LOCATION

PO Box 3132  
Bluffton SC 29910

MAILING LOCATION

ALL BUSINESSES LOCATED IN THE TOWN OF BLUFFTON MUST POST THE BUSINESS LICENSE IN A VISIBLE LOCATION WITHIN THE BUSINESS LOCATION AS REFERENCED ABOVE AND IS VALID FOR THIS LOCATION ONLY. ALL BUSINESSES LOCATED OUTSIDE THE TOWN OF BLUFFTON MUST KEEP A CURRENT COPY WHILE CONDUCTING BUSINESS INSIDE THE TOWN OF BLUFFTON. CHANGE IN LOCATION OR OWNERSHIP REQUIRES A NEW LICENSE. IF THE BUSINESS IS CLOSED, CONTACT OUR OFFICE AT 843-706-4501 TO UPDATE ACCOUNT.

## **Section 6-21 Purpose and Duration of Business License**

The business license levied by this ordinance is for the purpose of providing such regulation as may be required for the business subject thereto and for the purpose of raising revenue for the general fund through a privilege tax. Each license shall be issued for one (1) calendar year ending December 31. The provisions of this ordinance and the rates herein shall remain in effect from year to year as amended by Town Council.

## **Renewal Process**

Renewal notices are mailed in January of each year to all active businesses.

## **Section 6-22-A License Tax**

The required license tax shall be paid for each business subject hereto according to the applicable rate classification on or before the thirtieth (30th) day of April in each year.

BlacQuity SC  
PO Box 3132  
Bluffton SC 29910

Construction within the Town of Bluffton  
shall only occur during the hours of  
7:00am - 7:00pm Monday thru Saturday  
and 12:00pm - 7:00pm on Sunday.

<b>Roots &amp; Rivers Festival</b>		
<b>Income</b>		
	<b>Account</b>	<b>2023 Budget</b>
	Cash Sponsorships*	\$10,000
	Town of Bluffton *(waived fees)	(\$600)
	ATAF Funds*	\$11,000
	Ticket Sales (estimated people 1000+)	\$25,000
	(estimated) General Admission Ticket *\$25@1000)	\$25,000
	*Requested	
<b>Total Projected Receivables</b>		<b>\$45,400</b>
<b>Expenses</b>		
Logistics		
	Dumprer (Dump & Haul)	\$250
	Orange fencing barricade	\$500
	Shuttle Services	
	Rentals (Stage, Tents, etc.)	\$1,866
	Police/Security (town will use)	\$0
	Entertainment	\$5,000
	Admin fees (ticket sales, wristbands)	\$2,500
	Insurance, permits	\$2,500
	Venue Town of Bluffton Waived	\$600
Marketing		
	Merchandise (tshirts, cinch bags, koozies)	3500
	Print Media advertising	\$2,240
	Radio advertising	\$6,500
	Digital Marketing	\$2,000
	Social media marketing	\$570
	Influencer partnerships	\$1,500
	Blogging/Vlogging	\$500
	Print materials (banners, signs, posters, flyers)	\$2,410
	Design materials (banners, signs, posters, flyers)	\$500
	Public Relations	\$4,000
	Videography & Photography	\$1,250
<b>Total Expenses</b>		<b>\$38,186</b>

## BlacQuity

## Statement of Activity

January - June, 2023

	TOTAL
Revenue	
Contributed income	0.00
Donations	104,636.00
<b>Total Contributed income</b>	<b>104,636.00</b>
<b>Total Revenue</b>	<b>\$104,636.00</b>
GROSS PROFIT	<b>\$104,636.00</b>
Expenditures	
Advertising & marketing	1,108.27
Contract & professional fees	77.85
Accounting fees	115.00
Legal fees	995.00
<b>Total Contract &amp; professional fees</b>	<b>1,187.85</b>
Office expenses	0.00
Bank fees & service charges	144.07
Memberships & subscriptions	311.69
Office supplies	1,340.99
Software & apps	312.23
<b>Total Office expenses</b>	<b>2,108.98</b>
Payroll expenses	0.00
Taxes	2,705.04
Wages	33,475.00
<b>Total Payroll expenses</b>	<b>36,180.04</b>
Professional Development	0.00
Conference	275.00
Travel	0.00
Hotels	160.34
Vehicle rental	1,343.41
<b>Total Travel</b>	<b>1,503.75</b>
<b>Total Professional Development</b>	<b>1,778.75</b>
Professional Organizations & Memberships	505.00
QuickBooks Payments Fees	10.97
Supplies	42.93
Supplies & materials	-128.11
<b>Total Supplies</b>	<b>-85.18</b>
<b>Total Expenditures</b>	<b>\$42,794.68</b>
NET OPERATING REVENUE	<b>\$61,841.32</b>



## BlacQuity

## Statement of Activity

January - June, 2023

	TOTAL
Other Expenditures	
Business Meeting	89.75
Lunch	47.88
<b>Total Business Meeting</b>	<b>137.63</b>
Fundraising event - entertainment	2,300.00
Program - BEU Class	528.30
Program - Food	1,103.18
Program - Supplies	319.98
<b>Total Program - BEU Class</b>	<b>1,951.46</b>
<b>Total Other Expenditures</b>	<b>\$4,389.09</b>
NET OTHER REVENUE	<b>\$ -4,389.09</b>
NET REVENUE	<b>\$57,452.23</b>



**Blacquity**  
**Board of Directors Meeting**  
Thursday, October 27<sup>th</sup>, 2022, 4:00PM

(Members in attendance: Billy Watterson, Derek Jenkins, Chris Forster, Jacquelyn Brown, Mollie Sandman, Haley Sulka, Leon Bush & Gwen Chambers,)

**I. Call to order**

Billy Waterson called to order a regular meeting of Blacquity at 4:13 PM at

Watterson Brand Office- 1227 May River Road Suite 300 Bluffton, SC 29910.

Motion to adopt the agenda for the October 27<sup>th</sup>, 2022, meeting; motion was seconded by unanimous vote from board to adopt agenda. Motion carried.

**II. Adoption of Minutes**

Motion was made to adopt minutes from August, 24<sup>th</sup> 2022, meeting. Motion seconded, unanimous vote from board to adopt minutes with necessary corrections. The minutes approved as written.

**III. Reports**

**A. Governance Committee Report**

Carl Cannon, Bridgette Frazier, Brittany Holmes  
Committee Chair: Bridgette Frazier

Bylaw documents and questions were emailed to each board member. Each member was asked to review documents and answer any questions. Any additions or omissions to the bylaws can be sent to the Committee Chair, and will be discussed at November 17<sup>th</sup> meeting.

**B. Finance**

Chris Forster, Benisha Brown, Gwen Chambers  
Committee Chair: Chris Forster

Budget Status report breakdown presented. Current month to YTD against projected budget. Pledged dollars will be added to the November budget spreadsheet.

**C. Development Committee Report**

Billy Watterson, Leon Bush, Haley Sulka, Molly  
Committee Chair: Haley Sulka

Currently working with a total of 38 donors.

Haley Sulka discussed the current grants that have been submitted.

Charitable fund submitted October 21, maximum donation of 5,000.

Heritage Classic Fund, & Church Mouse.

Grants received Walmart and Town of Bluffton. The first round of funding from the Town of Bluffton was \$7,070. Second round of funding was approved \$12,930 awaiting disbursement.

Board was reminded on the need to have 100% board financial commitment.

The pledge commitment will restart for the upcoming year of 2023.

Board was encouraged to share Blacquity link on social media, to reach the end of year givers and businesses.

Oyster Roast Fundraiser February 25, 2023, 5-9 pm. Location TBD.

Current ticket price \$50.00. More details to come.

**D. Ad Hoc Program – Curriculum update**

Spring Class to start Tuesday February 28, 2023

Chapter 3 is completed, needs to be evaluated by committee.

Total of 12 chapters to include preparation and presentations.

**IV. Old Business**

Strategic Planning 2023 – Special working session will be planned to focus and discuss goals for next year. Each Committee will then plan their strategies on the agreed upon goals.

Gwen will send out email to board members to set agreed upon date and time, for Zoom meeting.

**V. New Business**

No New Business

**VI. Adjournment**

Meeting adjourned at 4:48 PM.

**Next Board Meeting Scheduled**

November 17th, 2022, at 4pm Watterson Brand Office

December 15<sup>th</sup>, 2022 at 4pm Watterson Brand Office

# INVOICE

**BlacQuity**  
PO Box 3132  
Bluffton, SC 29910

gwen@blacquitysc.org  
+84 35406292  
www.blacquitysc.org



## Ariana Pernice

### Bill to

Hilton Head Island - Bluffton  
Chamber of Commerce  
PO BOX 5647  
Hilton Head Island, South Carolina  
29938  
United States

### Ship to

Hilton Head Island - Bluffton  
Chamber of Commerce  
PO BOX 5647  
Hilton Head Island, South Carolina  
29938  
United States

### Invoice details

Invoice no.: 1006  
Terms: Net 30  
Invoice date: 06/26/2023  
Due date: 07/26/2023

Product or service	Amount
1. <b>Platinum Sponsorship</b>	1 unit x \$5,000.00
Platinum Sponsor- \$5,000	\$5,000.00

The Montage Palmetto Bluff showcased as a Platinum sponsor on all digital marketing (event website, Facebook event listing, Instagram highlight stories, branded emails, cross marketing initiatives and paid influencers etc.)

The Montage Palmetto Bluff showcased as a Platinum sponsor on all print advertisement.

The Montage Palmetto Bluff showcased as a Platinum sponsor on all event posters and flyers.

The Montage Palmetto Bluff acknowledged as a lead sponsor in press releases.

The Montage Palmetto Bluff included in pre and post event publicity.

The Montage Palmetto Bluff publicly recognized as a Platinum sponsor by Emcee on the night of the event.

The Montage Palmetto Bluff logo prominently displayed on all event banners.

The Montage Palmetto Bluff logo prominently displayed on the Roots and Rivers festival t-shirts.

Eight free tickets to the "Roots and Rivers Festival" on 9/9/23.

**Total** **\$5,000.00**

## Ways to pay



## Note to customer

Thank you for sponsoring the Roots & Rivers Festival on Sep 9th at 4pm in Oyster Factory park. Your support ensures a fantastic event with live music by Deas Guyz, a beer garden, food trucks, and

family-friendly activities. Your contribution also supports BlacQuity's mission. We are immensely grateful for your partnership!

[Pay invoice](#)

# ACCOMMODATIONS TAX ADVISORY COMMITTEE

## STAFF REPORT

### Department of Finance & Administration



MEETING DATE: August 15, 2023  
 SUBJECT: BlacQuity SC: 2023 Roots & Rivers Festival  
 PROJECT MANAGER: Shannon Milroy, Budget & Procurement Analyst

Summarized below is the supplemental application from BlacQuity SC for the 2023 "Roots & Rivers Festival" for Accommodations Tax grant dollars to promote the September event and facility support.

**Requested Amount: \$10,836**

BlacQuity SC	Total Budget	Requested ATAX Grant (approx. 57% of event budget)
Advertising & Promotion	\$24,970	\$8,720
Facilities for Civic & Cultural Events	3,216	2,116
Project Expenses	10,000	0
<b>Total</b>	<b>\$38,186</b>	<b>\$10,836</b>

#### Eligible "Tourism-Related Expenditures" per South Carolina Code of Laws:

##### Advertising & Promotion of Tourism:

##### **Total Budget: \$24,970**

- Print, radio, digital and social media marketing (including influencers and blogging/vlogging), design and printing of banners, signs, posters and flyers, merchandise (t-shirts, cinch bags and koozies) as well as public relations and event photography
- Request is \$8,720 of total advertising budget as \$11,000 was previously awarded during the quarter ending March 31, 2023.

##### Facilities for Civic & Cultural Events:

##### **Total Budget: \$3,216**

- Rentals of the venue, barricades, stage and tents as well as costs related to trash (dumpster and hauling)

##### Project Expenses:

##### **Total Budget: \$10,000**

- Entertainment, administrative fees related to ticket sales and wrist bands, and insurance and permits

Festival/Event: This event is scheduled to take place on the evening of September 9, 2023 to spread awareness about BlacQuity's cause and share the excitement of graduates from the Black Equity University program.

Bluffton Event: Oyster Factory Park will be the location of this year's festival.

Tourism Draw %: This is a first-year event so tourism statistics are unavailable.

Benefit to Tourism: The benefit to tourism is not yet measurable but the anticipation is that the event will attract families looking for a place to stay overnight.

Self-Sufficiency % (Financial Need): Eligible amount requested is 57% of the total budget. Sponsorships and ticket sales will provide the remaining revenue needed for the event.

**Table Rating (Scores 0-5 with 5 satisfying the qualifications best, exception Advertising 0-15)**

Amount Recommended	Advertising (15)	Festival / Event (5)	Bluffton Event (5)	Tourism Draw % (5)	Benefit to Tourism (5)	Self-Sufficiency % (5)	Total of 40 possible	Comments
\$10,836	10	4	4	3	4	3	28	

**Previous Funding Amounts - BlacQuity SC**

Fiscal Year	Amount Requested	% of Budget	Advisory Committee Recommendation	Town Council Approved	Expended	Comments
2023	28,135	41%	\$11,000	\$11,000	\$0	Awarded during June 2023 Council Meeting

Accommodations Tax Committee Recommendations and Comments:

---

The Committee recommends funding \$10,836 for additional funding for advertising and promotion of tourism and facilities for civic and cultural events expenses.



**Milroy, Shannon**

**From:** noreply@civicplus.com  
**Sent:** Thursday, July 6, 2023 10:17 AM  
**To:** ATax Communications  
**Subject:** Online Form Submittal: Accommodations Tax Grant Application

**WARNING!**

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## Accommodations Tax Grant Application

**TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION**

## TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

Accommodations Tax Grant Application Instructions [Accommodations Tax Grant Application Instructions](#)

Accommodations Tax Grant Application Instructions I have read and acknowledged the Town of Bluffton, SC Accommodations Tax Grant Application Instructions.

(Section Break)

Application Date 6/30/2023

Full Legal Organization Name Congregation Beth Yam

Project Name Town of Bluffton Hanukkah Celebration

Total Project Costs \$6,228.00

Total ATAX Funds Requested \$6,000

Percent of Total Budget *Field not completed.*

Address 4501 Meeting Street

Street Address Line 2 *Field not completed.*

City Hilton Head

State	SC
Zip Code	29926
Applicant must be designated as a non-profit entity to receive ATAX funds. Please include a copy of your organization's non-profit status, such as your IRS Designation Letter.	<a href="#">CBYLOGO.jpg</a>
Please upload a copy of your current Town of Bluffton Business License, which is required of all applicants.	<a href="#">CBYLOGO_1.jpg</a>

### **TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION**

#### Organization Primary Point of Contact

First Name	Rachel
Last Name	Pepin
Title	Director of Programming
Phone Number	8435051343
E-mail Address	<a href="mailto:rach.j.pepin@gmail.com">rach.j.pepin@gmail.com</a>

(Section Break)

#### Organization Secondary Point of Contact

First Name	Robin
Last Name	Katz
Title	1st Vice President
Phone Number	7575727250
E-mail Address	<a href="mailto:rkatz0423@gmail.com">rkatz0423@gmail.com</a>

### **TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION**

Project Description:	This is a celebration of the Holiday of Hanukkah. Hanukkah is an 8 night long holiday, and it is customary to celebrate each and every night. The holiday of Hanukkah is joyous, and commemorates the story of one drop of oil keeping the
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destroyed temple lit for 8 nights, which truly was a miracle. It is customary on Hanukkah to eat foods made in oil, and to dance, sing, and play dreidel games. A dreidel has Hebrew letters which are an acronym that stands for "A great miracle happened there" in reference to the miracle of light.

**All advertising/marketing paid for with Town of Bluffton Accommodations Tax dollars must incorporate the branding shown here: **Town of Bluffton Brand Standards**. The use of the Town's logo must meet the design standards outlined at the aforementioned link and be approved by the Town. Designs may be submitted electronically using this **link**. Please allow five (5) business days for approval.**

Impact on or Benefit to Tourism:

This event would draw tourists from other towns within Beaufort County to a lively celebration of such an important holiday. It is difficult to live in an area where Judaism is not as prevalent, and as such, events such as these always have a very high attendance. Our building is in Hilton Head, but we have many members that live outside of Hilton Head Island that would most certainly attend. We also receive many inquiries during the winter season from tourists that are snowbirds or are just changing locations often throughout the winter, seeking engagement opportunities for holidays. In year's past at community based events, we have asked many people where they are from, and most say they are visitors that were so glad to see Judaism being embraced in the heart of the south.

***"Tourist"* means a person who does not reside within the corporate limits of the Town or within a Town zip code that takes a trip into the corporate limits of the Town for any purpose, except daily commuting to and from work.**

***"Travel"* and *"Tourism"* mean the action and activities of people taking trips outside their home communities for any purpose, except daily commuting to and from work.**

(Section Break)

Project/Event Start & End Date: 12/9/2023 - 12/10/2023

Multi-Year Project/Event? Yes

Permits Required, if any: none

Additional Comments: *Field not completed.*

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## TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

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### FINANCIAL INFORMATION

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Project/Event Line Item Budget [Hanukkah2023.xlsx](#)

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Most Recent Fiscal Year Balance Sheet and Profit and Loss Accounting Statement [alreadysumbitted.docx](#)

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Financial Guarantee [CBY Chanukah Bluffton Committment.docx](#)

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*Applicant must provide a copy of official minutes wherein the sponsoring organization approves the project and commits the organization to financial responsibility for carrying it out to the stage of completion.*

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(Section Break)

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**Please list all contributions made to the project/event by the sponsoring organization. This shall include both monetary and in-kind goods and/or services, as applicable.**

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Contribution	Food Donation
Amount/Value	estimate \$600.00

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Contribution	Business Sponsors
Amount/Value	estimate \$2,000

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(Section Break)

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Have you requested, received or been awarded funding from other sources or organizations (including additional ATAX funds from other local entities) for this project/event?	No
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If yes, please list all sources and amounts:

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## TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

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### PRIOR RECIPIENT'S REPORT

If your organization has received ATAX funding from the Town of Bluffton in previous years, you must complete the below information. Only the information for the most recent round of funding is required.

If you have not received ATAX funding from the Town of Bluffton, please answer "No" and skip this section, and sign and submit your application.

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Has your organization previously received ATAX funds from the Town of Bluffton? No

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(Section Break)

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## TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

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**All applicants will be required to come before the Accommodations Tax Advisory Committee (ATAC) and answer any and all questions when scheduled to do so.**

**Any organization awarded funds for advertising/marketing must incorporate the Bluffton Heart of the Lowcountry brand logo in all promotional materials and advertising.**

**The South Carolina Freedom of Information Act (FOIA) defines a "public body" as any organization or corporation supported in whole or in part by public funds or expending public funds. If awarded, your organization's acceptance of public funds from the Town of Bluffton may cause your organization to come within the meaning of "public body" as defined by the Freedom of Information Act. S.C. Code Ann. §30-4-10, et seq. (Supp. 2002). Accordingly, this is to advise that by accepting public funds, your organization may be subject to the South Carolina Freedom of Information Act.**

**By submitting this application, the organization certifies that it has read and understands the paragraphs above. The organization additionally certifies that it does not discriminate in any manner on the basis of race, color, national origin, age, sex, disability, religion, or language and that all funds that may be received by the applicant organization from the Town of Bluffton, South Carolina will be solely used for the purposes set forth in this application and will comply with all laws and statutes, including the South Carolina Code of Laws regarding Allocations of Accommodations Tax Revenues.**

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**By typing your name below, you are signing this application electronically. You agree that your electronic signature is the legal equivalent of your manual signature on this application.**

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Signature

Rachel, J., Pepin

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Signatory's Title or Position

Director of Programming

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

Internal Revenue Service  
District Director

Department of the Treasury

Date: FEB 04 1983

**The Jewish Community Association Of  
Hilton Head Island, Inc.  
1801 Lighthouse Lane  
Hilton Head Island, SC 29928**

Employer Identification Number:

**57-0727506**

Accounting Period Ending:

**December 31**

Foundation Status Classification:

**509(a)(2)**

Advance Ruling Period Ends:

**December 31, 1983**

Person to Contact:

**B. Hickborn/cb**

Contact Telephone Number:

**404-221-4516**

**File Folder Number: 580004515**

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(c)(3) of the Internal Revenue Code.

Because you are a newly created organization, we are not now making a final determination of your foundation status under section 509(a) of the Code. However, we have determined that you can reasonably be expected to be a publicly supported organization described in section **509(a)(2)**.

Accordingly, you will be treated as a publicly supported organization, and not as a private foundation, during an advance ruling period. This advance ruling period begins on the date of your inception and ends on the date shown above.

Within 90 days after the end of your advance ruling period, you must submit to us information needed to determine whether you have met the requirements of the applicable support test during the advance ruling period. If you establish that you have been a publicly supported organization, you will be classified as a section 509(a)(1) or 509(a)(2) organization as long as you continue to meet the requirements of the applicable support test. If you do not meet the public support requirements during the advance ruling period, you will be classified as a private foundation for future periods. Also, if you are classified as a private foundation, you will be treated as a private foundation from the date of your inception for purposes of sections 507(d) and 4940.

Grantors and donors may rely on the determination that you are not a private foundation until 90 days after the end of your advance ruling period. If you submit the required information within the 90 days, grantors and donors may continue to rely on the advance determination until the Service makes a final determination of your foundation status. However, if notice that you will no longer be treated as a section **509(a)(2)** organization is published in the Internal Revenue Bulletin, grantors and donors may not rely on this determination after the date of such publication. Also, a grantor or donor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act that resulted in your loss of section **509(a)(2)** status, or acquired knowledge that the Internal Revenue Service had given notice that you would be removed from classification as a section **509(a)(2)** organization.

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. Also, you should inform us of all changes in your name or address.

Generally, you are not liable for social security (FICA) taxes unless you file a waiver of exemption certificate as provided in the Federal Insurance Contributions Act. If you have paid FICA taxes without filing the waiver, you should call us. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, you are not automatically exempt from other Federal excise taxes. If you have any questions about excise, employment, or other Federal taxes, please let us know.

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 sections 2055, 2106, and 2522 of the Code.

You are required to file Form 990, Return of Organization Exempt from Income Tax, only if your gross receipts each year are normally more than \$10,000. 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. The law imposes a penalty of \$10 a day, up to a maximum of \$5,000, when a return is filed late, unless there is reasonable cause for the delay.

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. 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.

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

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

Sincerely yours,

Enclosed: 990, Schedule A, &  
Instructions

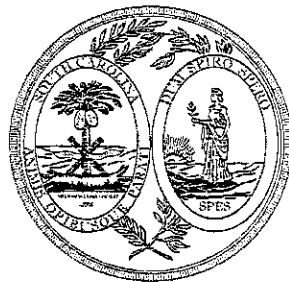
cc: Julian E. Friedman, Esquire

*Michael J. Murphy*  
District Director

For tax years ending on and after December 31, 1982, organizations whose gross receipts are not normally more than \$25,000 are excused from filing Form 990. For guidance in determining if your gross receipts are "normally" not more than the \$25,000 limit, see the instructions for the Form 990.



# *The State of South Carolina*



*Office of Secretary of State Mark Hammond*

## **Certificate of Existence, Nonprofit Corporation**

**I, Mark Hammond, Secretary of State of South Carolina Hereby Certify that:**

CONGREGATION BETH YAM OF HILTON HEAD ISLAND, INC., a nonprofit corporation duly organized under the laws of the State of South Carolina on July 22nd, 1981, has as of the date hereof filed as a nonprofit corporation for religious, educational, social, fraternal, charitable, or other eleemosynary purpose, and has paid all fees, taxes and penalties owed to the State, that the Secretary of State has not mailed notice to the company that it is subject to being dissolved by administrative action pursuant to S.C. Code Ann. §33-31-1421, and that the nonprofit corporation has not filed articles of dissolution as of the date hereof.

Given under my Hand and the Great Seal  
of the State of South Carolina this 9th day  
of March, 2018.

A handwritten signature in cursive script that reads 'Mark Hammond'.

Mark Hammond, Secretary of State

# Business Entities Online

File, Search, and Retrieve Documents Electronically

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## CONGREGATION BETH YAM OF HILTON HEAD ISLAND, INC.

### Corporate Information

Entity Id: 00004938

Entity Type: Nonprofit

Status: Good Standing

Domestic/Foreign: Domestic

Incorporated State: South Carolina

### Important Dates

Effective Date: 07/22/1981

Expiration Date: N/A

Term End Date: N/A

Dissolved Date: N/A

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### Registered Agent

Agent: IRWIN T. DAVID

Address: 4501 MEETING ST  
HILTON HEAD ISLAND, South Carolina 29926

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### Official Documents On File

Filing Type	Filing Date
Change of Agent or Office	11/08/2010
Amendment	05/10/1999
Reinstatement	10/14/1992
Dissolution	12/05/1991
Reinstatement	01/29/1991
Dissolution	11/30/1990
Reinstatement	06/27/1989
Dissolution	05/20/1988
Amendment	06/25/1987
Reinstatement	05/25/1984
Dissolution	07/05/1983
Amendment	10/27/1982

# TOWN OF BLUFFTON

June 29, 2023

DATE ISSUED

April 30, 2024

EXPIRES

LIC-06-23-051175

LICENSE NUMBER

019609-2023

BUSINESS ID

**Congregation Beth Yam**

COMPANY NAME

**Congregation Beth Yam**

DBA NAME

**Non Profit - Other Similar Organizations (except Business, Professional,  
Labor, and Political Organizations)**

BUSINESS TYPE

**Jewish Synagogue**

DESCRIPTION/CONDITIONS

 4501 Meeting ST  
 Hilton Head SC 29926

BUSINESS LOCATION

 4501 Meeting ST  
 Hilton Head SC 29926

MAILING LOCATION

ALL BUSINESSES LOCATED IN THE TOWN OF BLUFFTON MUST POST THE BUSINESS LICENSE IN A VISIBLE LOCATION WITHIN THE BUSINESS LOCATION AS REFERENCED ABOVE AND IS VALID FOR THIS LOCATION ONLY. ALL BUSINESSES LOCATED OUTSIDE THE TOWN OF BLUFFTON MUST KEEP A CURRENT COPY WHILE CONDUCTING BUSINESS INSIDE THE TOWN OF BLUFFTON. CHANGE IN LOCATION OR OWNERSHIP REQUIRES A NEW LICENSE. IF THE BUSINESS IS CLOSED, CONTACT OUR OFFICE AT 843-706-4501 TO UPDATE ACCOUNT.

## **Section 6-21 Purpose and Duration of Business License**

The business license levied by this ordinance is for the purpose of providing such regulation as may be required for the business subject thereto and for the purpose of raising revenue for the general fund through a privilege tax. Each license shall be issued for one (1) calendar year ending December 31. The provisions of this ordinance and the rates herein shall remain in effect from year to year as amended by Town Council.

## **Renewal Process**

Renewal notices are mailed in January of each year to all active businesses.

## **Section 6-22-A License Tax**

The required license tax shall be paid for each business subject hereto according to the applicable rate classification on or before the thirtieth (30th) day of April in each year.

Congregation Beth Yam  
 4501 Meeting ST  
 Hilton Head SC 29926

Construction within the Town of Bluffton  
 shall only occur during the hours of  
 7:00am - 7:00pm Monday thru Saturday  
 and 12:00pm - 7:00pm on Sunday.

Hanukkah 2023

# EXPENSES DETAILS

	Estimated	Actual
Total expenses	\$6,228.00	

Site	Estimated	Actual
Tables and chairs	\$578.00	
<b>Total</b>	<b>\$578.00</b>	

Decorations	Estimated	Actual
Balloon Artist	\$300.00	
Balloons	\$600.00	
Holiday Décor	\$1,000.00	
Paper supplies	\$300.00	
<b>Total</b>	<b>\$2,200.00</b>	

Refreshments	Estimated	Actual
Food	\$900.00	
Drinks	\$200.00	
<b>Total</b>	<b>\$1,100.00</b>	

Program	Estimated	Actual
Performers	\$1,500.00	
<b>Total</b>	<b>\$1,500.00</b>	

Publicity	Estimated	Actual
Social Media	\$350.00	
Bluffton Sun	\$100.00	
<b>Total</b>	<b>\$450.00</b>	

Prizes	Estimated	Actual
Prizes	\$100.00	
<b>Total</b>	<b>\$100.00</b>	

Miscellaneous	Estimated	Actual
Dreidels	\$100.00	
Chocolate Coins	\$200.00	
<b>Total</b>	<b>\$300.00</b>	

Hanukkah 2023

# Revenues

Total income	Estimated
	\$2,600.00

## Sponsorships/ Pledges

Type	Estimated income
Food Donation	\$600.00
Business Sponsors	\$2,000.00

Hanukkah 2023



# PROFIT + LOSS SUMMARY

Expenses summary	Estimated	Actual	Actual expenses
Miscellaneous	\$300.00	\$0.00	Miscellaneous
Prizes	\$100.00	\$0.00	Prizes
Publicity	\$450.00	\$0.00	Publicity
Program	\$1,500.00	\$0.00	Program
Refreshments	\$1,100.00	\$0.00	Refreshments
Decorations	\$2,200.00	\$0.00	Decorations
Site	\$578.00	\$0.00	Site
Total	\$6,228.00	\$0.00	



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06/28/23  
Cash Basis

**Congregation Beth Yam**  
**Profit & Loss**  
**July 2022 through May 2023**

	Jul '22 - May 23
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
700000 • DUES	
700100 • Dues - Resident	278,469.02
700200 • Dues- Affiliate	36,145.75
<b>Total 700000 • DUES</b>	<b>314,614.77</b>
710000 • DONATIONS-UNRESTRICTED	
710100 • Friends of Beth Yam	61,489.34
710200 • Donations - Unrestricted*	19,376.99
<b>Total 710000 • DONATIONS-UNRESTRICTED</b>	<b>80,866.33</b>
720000 • DONATIONS-REST. & DEDICATED	
721000 • Donations-Capital Reserve Fund	19,516.50
722001 • Donations - Adult Ed. Fund	49.00
722400 • Donations - Flower Fund	43.00
722700 • Donations - Music Support	2,696.00
722701 • Donations-Music Staff	1,209.03
722800 • Donations - Prayer Book Fund	2,039.00
722900 • Donations - Rabbi's Disc. Fund	8,117.00
723001 • Donations - Rabbi's Library Fd.	50.00
723100 • Donations - Relig. School Fund	21,536.51
723200 • Donations - Ritual Items Fund	136.00
723300 • J Aronson Social Justice	10,043.25
723400 • Donations - Tzadekah Fund	551.00
723401 • Ruth Hilsen Memorial	53.00
723500 • Donations - Youth Group Fund	1,743.00
723902 • Rabbi Religious Development Fd	300.00
724000 • Donations-Back Pack Buddies Fd	472.00
727400 • Donations-Israel Events Fund	6,685.00
727500 • Donations-Care Committee	496.00
727550 • Donations-Care Committee Grant	10.00
727575 • Donations-Bellot MOTL Fund	5,567.00
<b>Total 720000 • DONATIONS-REST. &amp; DEDICATED</b>	<b>81,312.29</b>
740000 • BUILDING/FACILITIES RENTAL	
740200 • Facilities Rental Income	16,500.00
<b>Total 740000 • BUILDING/FACILITIES RENTAL</b>	<b>16,500.00</b>
750000 • SCHOOL TUITION	9,965.50
750100 • B'NAI MITZVAH FEES	0.00
760000 • HHD RELATED INCOME	
760100 • Book of Remembrance	5,275.00
760200 • L'Shana Tova	1,784.00
760300 • High Holiday Tickets	960.00
760400 • High Holiday Appeal	1,160.00
760600 • Break the Fast	1,332.00
<b>Total 760000 • HHD RELATED INCOME</b>	<b>10,511.00</b>
770000 • MEMORIAL PLAQUE/TREE OF LIFE	1,200.00
780000 • FUNDRAISING INCOME & EXPENSES	
780100 • Fundraising Account-General	1,140.88
780500 • Fundraising Account -Ad Book	9,650.00
<b>Total 780000 • FUNDRAISING INCOME &amp; EXPENSES</b>	<b>10,790.88</b>
800000 • INVESTMENT INCOME-GEN FUND	
800102 • Invest. Income-Schwab(from MM)	23,195.29
800300 • Interest Income	52.55
<b>Total 800000 • INVESTMENT INCOME-GEN FUND</b>	<b>23,247.84</b>

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06/28/23  
Cash Basis

**Congregation Beth Yam**  
**Profit & Loss**  
**July 2022 through May 2023**

	<u>Jul '22 - May 23</u>
<b>820000 • OTHER INCOME</b>	
820099 • Other Income - General	364.26
820100 • OTHER INCOME - AMAZON	273.05
820101 • DONATION FROM CBY ENDOWMENT	10,000.00
	<hr/>
<b>Total 820000 • OTHER INCOME</b>	<b>10,637.31</b>
<b>830000 • OTHER INCOME RECEIP-REST &amp; DED.</b>	<b>0.00</b>
	<hr/>
<b>Total Income</b>	<b>559,645.92</b>
	<hr/>
<b>Gross Profit</b>	<b>559,645.92</b>
<b>Expense</b>	
Payroll Expenses	0.00
<b>900000 • BIMA/RELIGIOUS EXPENSES</b>	
900100 • RABBI SALARY/PARSONAGE/OTHER	
900101 • Rabbi - Salary	101,238.28
900102 • Rabbi - Parsonage	60,098.37
900103 • Rabbi - Pension	26,225.91
900104 • Rabbi - Medical Ins. Premiums	4,765.29
900105 • Rabbi CCAR Dues	2,731.66
900106 • Rabbi - Stationery & Supplies	91.23
900107 • Rabbi-Continuing Ed/Conference	4,339.59
900108 • Rabbi-Auto Expenses	4,675.00
900109 • Rabbi Long Term Disability	0.00
900110 • Rabbi - Telephone & Pager	916.63
	<hr/>
<b>Total 900100 • RABBI SALARY/PARSONAGE/OTHER</b>	<b>205,081.96</b>
<b>900400 • Accompanist</b>	
900401 • Accompanist	13,140.00
	<hr/>
<b>Total 900400 • Accompanist</b>	<b>13,140.00</b>
<b>900500 • Cantorial Soloist Expense</b>	<b>13,553.48</b>
900505 • Payroll Taxes-Cantorial Soloist	1,366.22
900540 • Music Director Expenses (net)	
900550 • Music Director Payroll Expense	24,566.07
900560 • Music Director Payroll Taxes	2,145.39
900570 • Music Director Donations	-12,837.00
	<hr/>
<b>Total 900540 • Music Director Expenses (net)</b>	<b>13,874.46</b>
901100 • Memorial Plaq/Tree of Life	85.12
901200 • Ritual Committee	1,382.95
901300 • Oneg Expense	425.00
901602 • Bnai'Mitzvah Materials	115.94
	<hr/>
<b>Total 900000 • BIMA/RELIGIOUS EXPENSES</b>	<b>249,025.13</b>
<b>900900 • HIGH HOLIDAY EXPENSE</b>	
900950 • HHD Expenses-Music	
900951 • HHD Music Expenses	11,237.00
900950 • HHD Expenses-Music - Other	2,700.00
	<hr/>
<b>Total 900950 • HHD Expenses-Music</b>	<b>13,937.00</b>
900960 • HHD Expenses-Other	
900961 • HHD Other Expenses	1,002.49
	<hr/>
<b>Total 900960 • HHD Expenses-Other</b>	<b>1,002.49</b>
900965 • HHD Expense-Break the Fast	1,351.15
	<hr/>
<b>Total 900900 • HIGH HOLIDAY EXPENSE</b>	<b>16,290.64</b>



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08/28/23  
Cash Basis

**Congregation Beth Yam**  
**Profit & Loss**  
**July 2022 through May 2023**

	<u>Jul '22 - May 23</u>
<b>910000 · PROGRAM EXPENSES</b>	
<b>910100 · Adult Education</b>	
910101 · Adult Education Expenses	618.02
<b>Total 910100 · Adult Education</b>	618.02
<b>910200 · Social Action Committee</b>	
910201 · S/A Donation Activities	1,190.00
910202 · S/A Programming	432.36
<b>Total 910200 · Social Action Committee</b>	1,622.36
<b>910400 · Care Committee</b>	
910401 · Care Committee Expenses	660.65
<b>Total 910400 · Care Committee</b>	660.65
<b>910500 · Communications Committee</b>	1,383.20
<b>910600 · Membership Expenses</b>	3,992.97
<b>910700 · Arts &amp; Acquisition Committee</b>	531.10
<b>910800 · Resource Committee</b>	59.54
<b>910960 · Youth Group</b>	
910961 · Youth Group Expenses	80.00
910961A · Youth Group Advisor	1,350.00
910970 · Scholarships	1,500.00
<b>Total 910960 · Youth Group</b>	2,930.00
<b>Total 910000 · PROGRAM EXPENSES</b>	11,797.84
<b>920000 · RELIGIOUS SCHOOL EXPENSE</b>	
920100 · Teachers	6,072.50
920200 · Principal	22,638.88
920300 · Teachers/Prtn. - Payroll Taxes	2,286.96
920700 · Supplies	493.38
920900 · Other Religious School Expense	741.12
<b>Total 920000 · RELIGIOUS SCHOOL EXPENSE</b>	32,232.84
<b>930000 · BUILDING OPERATIONS &amp; MAINT.</b>	
930100 · Electricity	9,138.86
930200 · Water	538.00
930300 · Landscaping	2,940.00
930400 · Water/Sewer Taxes	1,503.39
930401 · House Committee Expense	2,888.65
930405 · Repairs & Maintenance	6,350.25
930500 · Pest Control	1,371.00
930600 · Cleaning	
930601 · Britaden Cleaning Services	13,485.00
930602 · Ron Bruns	3,760.00
<b>Total 930600 · Cleaning</b>	17,225.00
930700 · Security/Alarm System	6,998.73
930710 · Security Company	26,534.40
930800 · Refuse Collection	4,500.64
930900 · Other Bldg & Maintenance	1,437.58
930950 · Propane	124.25
<b>Total 930000 · BUILDING OPERATIONS &amp; MAINT.</b>	81,350.75

10:24 AM  
06/28/23  
Cash Basis

**Congregation Beth Yam**  
**Profit & Loss**  
**July 2022 through May 2023**

	Jul '22 - May 23
<b>940000 • GENERAL &amp; ADMIN EXPENSES</b>	
940300 • URJ-Dues	3,300.00
940800 • Information systems	415.01
940900 • Bank Charges	656.84
941000 • Board Expenses	1,787.76
941001 • Retiring Board President Party	139.32
941200 • Postage Machine Rental & Sup.	272.27
941300 • Computer Supplies/Tech Support	7,852.36
941301 • Tech Employee	21,829.00
941350 • Streamspot Lite Streaming	926.59
941400 • Copier Rental	6,218.55
941500 • Copier Supplies	884.73
941800 • Professional Fees/Legal	522.50
941900 • Salary -Administrator	70,469.66
941901 • Salary-Director Fam Engagement	7,265.48
942000 • Payroll taxes Admin staff	5,887.64
942100 • Office Supplies	1,236.84
942200 • Telephone-002	7,657.23
942300 • Other General & Admin Exp	1,160.00
942400 • Postage - G&A	1,992.50
942500 • Insurance	44,287.24
942501 • Trans from Cap. Res. for Insur.	-10,000.00
942550 • Credit Card Fee Expense	605.13
<b>Total 940000 • GENERAL &amp; ADMIN EXPENSES</b>	<b>175,366.65</b>
<b>950000 • EXP.&amp; DISBURSEMENTS-REST. &amp; DED</b>	
952100 • Capital Reserve Expense	22,537.02
952700 • Music Support Fund Expense	3,923.98
952701 • Music Staff Fund Expense	19,437.88
952800 • Prayer Book Fund Expense	2,000.00
952900 • Rabbi's Disc. Fund Expense	15,571.44
953100 • Relig. School Fund Expense	
953101 • RS Playground Equipment	54,534.43
<b>Total 953100 • Relig. School Fund Expense</b>	<b>54,534.43</b>
953300 • J Aronson Social Justice Expens	9,262.21
953401 • Tzadekah Fund Expense	190.00
953902 • Rabbi Religious Development Fd	1,800.00
957001 • Israel Events Fund Expense	5,172.61
957002 • Care Committee Fund Expense	2,152.77
957005 • Youth Group Fund Expense	3,160.00
<b>Total 950000 • EXP.&amp; DISBURSEMENTS-REST. &amp; DED</b>	<b>139,742.34</b>
<b>Total Expense</b>	<b>705,806.19</b>
<b>Net Ordinary Income</b>	<b>-146,160.27</b>
<b>Other Income/Expense</b>	
Other Income	
540000 • Gain/Losses-Vanguard Wellesley	-19,344.64
<b>Total Other Income</b>	<b>-19,344.64</b>
<b>Net Other Income</b>	<b>-19,344.64</b>
<b>Net Income</b>	<b>-165,504.91</b>

Membership Committee Zoom Meeting Minutes

11/17/22

The meeting was called to order at 1:00 p.m.

**New Member update:** Robin discussed that there was one new affiliate member couple who joined in November. To date since July there have been 17 new member families join.

**Shindig in the Sukkah Recap:** Sally reported that the event was well attended (30 people) and everyone seemed to be enjoying themselves. The Membership Committee served wine and cheese. Attendees purchased pizza for dinner.

**Daffodil Project Update:** Pat told us that the soil sample was being sent to Clemson University. The bulb planting will be on 12/4. Abby, Judy, Maury, Debby, Sally and David will help with the activities that day.

**New Member Breakfast:** Debby updated us that the New Member Breakfast was held on Sunday, November 13. Many of our committee members attended as well as the Rabbi, Joel and 10 new members.

**Hanukkah:**

The Hanukkah Celebration in HH on Sunday, 12/18 at 5:30 is being sponsored by the city of HH at Celebration Park. Expenses will be mainly paid by the town. Judy, Abby, Janice and Diane will help.

The Bluffton Hanukkah Celebration will be at Nectar Farm Kitchen on Wednesday, 12/21 at 5:30. The expense will be approximately \$950.00 which will come from the Membership budget. The members approved the expense. Janice and Dave will help at the event.

Night of 100 Menorot: Family Shabbat Service on Friday 12/23 at 6:30. Sisterhood will sponsor the oneg.

**Name Badges:** Pat asked for assistance with numbering and placing the name badges in the drawers.

**Wine and Cheese Pre-neg:** We discussed potentially having a wine and cheese oneg before services in January for new members.

Greeter and Birthday calls were discussed.

The next meeting is 12/15.

To Whom it May Concern:

Congregation Beth Yam is committed to having a Chanukah Event in Bluffton on December 9, 2023 even if the city does not approve the A Tax request. We will follow up on any financial responsibilities to the extent of our budget until completion of the event.

Yours Truly,

Robin Katz

1<sup>st</sup> Vice President

Congregation Beth Yam



# ACCOMMODATIONS TAX ADVISORY COMMITTEE

## STAFF REPORT

### Department of Finance & Administration

MEETING DATE: August 15, 2023  
 SUBJECT: Congregation Beth Yam: TOB Hanukkah Celebration  
 PROJECT MANAGER: Shannon Milroy, Budget & Procurement Analyst

Summarized below is the application from Congregation Beth Yam for expenses related to the 2023 Town of Bluffton Hanukkah Celebration for Accommodations Tax grant dollars.

**Requested Amount: \$6,000**

Congregation Beth Yam	Total Budget	Requested ATAX Grant (approx. 96% of event budget)
Advertising & Promotion	\$450	\$450
Facilities for Civic & Cultural Events	578	578
Project Expenses	5,200	4,972
<b>Total</b>	<b>\$6,228</b>	<b>\$6,000</b>

#### Eligible "Tourism-Related Expenditures" per South Carolina Code of Laws:

##### Advertising & Promotion of Tourism:

**Total Budget: \$450**

- Social Media and advertising in The Bluffton Sun

##### Facilities for Civic & Cultural Events:

**Total Budget: \$578**

- Rental of tables and chairs

##### Project Expenses:

**Total Budget: \$5,200**

- Entertainment, decorations, refreshments, prizes and miscellaneous expenses for the purchase of dreidels and chocolate coins.
  - If the prizes, dreidels and chocolate coins have the Bluffton "Heart of the Lowcountry" logo printed on them, there is opportunity for these expenses to be covered by ATAX. Total cost is estimated to be \$400.

Festival/Event: This event is scheduled to take place on the evening of December 9, 2023 to celebrate the Hanukkah holiday.

Bluffton Event: Martin Family Park will be the location of this year's celebration.

Tourism Draw %: This is a first-time applicant so tourism statistics are unavailable.

Benefit to Tourism: The benefit to tourism is not yet measurable but because Judaism is not as prevalent here, events such as these draw high attendance rates and the same is expected for this event.

Self-Sufficiency % (Financial Need): Amount requested is 96% of the total budget. Sponsorships and the donation of food are expected to provide some of the revenue needed for the event with the Town of Bluffton also contributing funds.

**Table Rating (Scores 0-5 with 5 satisfying the qualifications best, exception Advertising 0-15)**

Amount Recommended	Advertising (15)	Festival / Event (5)	Bluffton Event (5)	Tourism Draw % (5)	Benefit to Tourism (5)	Self-Sufficiency % (5)	Total of 40 possible	Comments
Up to \$6,000 in eligible expenses	10	5	4	1	1	1	22	

**Previous Funding Amounts - Congregation Beth Yam**

Fiscal Year	Amount Requested	% of Budget	Advisory Committee Recommendation	Town Council Approved	Expended	Comments
N/A						

Accommodations Tax Committee Recommendations and Comments:

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The Committee recommends funding up to \$6,000 for eligible tourism-related expenses.

## Table Rating Matrix Scoring Sheet

Points  
Awarded

## Advertising possible total points - 15

Part 1 - 5 points possible based on how much of the requested funds go toward advertising

0% of funds go toward advertising	0 points
1% - 20% of funds go toward advertising	1 points
21% - 40% of funds go toward advertising	2 points
41% - 60% of funds go toward advertising	3 points
61% - 80% of funds go toward advertising	4 points
81% - 100% of funds go toward advertising	5 points

Part 2 - 10 points possible based on where the advertising is placed

None of the funds go toward advertising	0 points
Local newspapers/periodicals and electronic advertising (examples Island Packet, Bluffton Today)	2 points
Local guides/periodicals specifically geared toward tourists with a shelf life of more than 30 days	4 points
Larger regional publications and electronic marketing within 100 miles (example Charleston or Savannah newspapers)	6 points
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Nationally distributed newspapers/periodicals/electronic marketing (example, USA Today, New York Times, Time Magazine, Southern Living, airline in-flight magazines)	10 points

## Tourist Facilities possible total points - 15

higher point value given based on anticipated ratio of tourists to locals

## Festival/Event possible total points - 5

higher point value given to requests for festivals or events

length of event or festival should be considered. Is it an all-day event versus a two-hour event?

higher point value could be awarded for multi-day festivals

## Bluffton Event possible total points - 5

higher point value given to events held within the town limits of Bluffton

higher point value given to events spanning multiple locations?

## Tourism Draw possible total points - 5

0% of attendees are tourists based on historical or projected information	0 points
1% - 20% of attendees are tourists based on historical or projected info	1 points
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## Benefit to Tourism (economy) possible total points - 5

higher point value given to events that encourage overnight stays

higher point value given to events that have local business participation

## Self Sufficiency possible total points - 5

100% of budget from ATAX request	0 points
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## Miscellaneous possible total points – 10 (Only use if applicant does not qualify as a festival/event)

Group Average Grand Point Total out of a possible 40 points

Group Average % (out of 40 points)

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Points  
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higher point value given based on anticipated ratio of tourists to locals

**Festival/Event possible total points - 5**


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length of event or festival should be considered. Is it an all-day event versus a two-hour event?  
higher point value could be awarded for multi-day festivals

**Bluffton Event possible total points - 5**


higher point value given to events held within the town limits of Bluffton  
higher point value given to events spanning multiple locations?

**Tourism Draw possible total points - 5**


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**Benefit to Tourism (economy) possible total points - 5**


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**Miscellaneous possible total points – 10 (Only use if applicant does not qualify as a festival/event)**


Group Average Grand Point Total out of a possible 40 points

Group Average % (out of 40 points)

Grant Requests	Amount Requested	Advisory Committee Recommendation	Town Council Approved	Paid FY 2022	Paid FY 2023	LAPSED FY 2023	Remaining
<b>Applications Received June 30, 2021</b>							
Historic Bluffton Arts & Seafood Festival	\$ 70,000	\$ 70,000	\$ 70,000	\$ 45,078	\$ 24,654	\$ 267	\$ 0
Hilton Head Symphony Orchestra: Free Outdoor Pops Concert	16,650	16,650	16,650	16,650	-	-	-
<b>Total Grants for 4th Quarter Payments</b>	<b>\$ 86,650</b>	<b>\$ 86,650</b>	<b>\$ 86,650</b>	<b>\$ 61,728</b>	<b>\$ 24,654</b>	<b>\$ 267</b>	<b>\$ 0</b>
<b>Applications Received September 30, 2021</b>							
Farmers Market of Bluffton	\$ 37,900	\$ 37,900	\$ 37,900	\$ 18,007	\$ 19,891	\$ 2	\$ 0
Hilton Head Symphony Orchestra: Holiday Pops Concert	5,000	5,000	5,000	5,000	-	-	-
May River Theatre, Inc.: Advertising for 2022 Season	11,481	11,481	11,481	-	6,143	-	5,338
SC Lowcountry Tourism: Promotion of Bluffton	25,755	25,755	25,755	-	-	-	25,755
<b>Total Grants for 1st Quarter Payments</b>	<b>\$ 80,136</b>	<b>\$ 80,136</b>	<b>\$ 80,136</b>	<b>\$ 23,007</b>	<b>\$ 26,034</b>	<b>\$ 2</b>	<b>\$ 31,093</b>
<b>Applications Received December 30, 2021</b>							
May River Theatre, Inc.: Advertising for 2022 Season	\$ 22,195	\$ 21,217	\$ 21,217	\$ -	\$ 6,262	\$ -	\$ 14,954
Old Town Bluffton Merchants Society: Marketing	16,000	16,000	16,000	7,322	3,516	-	5,162
Town of Bluffton - Squire Pope Cottage	215,000	215,000	215,000	-	215,000	-	-
<b>Total Grants for 2nd Quarter Payments</b>	<b>\$ 253,195</b>	<b>\$ 252,217</b>	<b>\$ 252,217</b>	<b>\$ 7,322</b>	<b>\$ 224,778</b>	<b>\$ -</b>	<b>\$ 20,116</b>
<b>Applications Received March 31, 2022</b>							
Bluffton MLK Observance Committee: Juneteenth 2022	\$ 28,400	\$ 21,774	\$ 21,774	\$ -	\$ 16,881	\$ -	\$ 4,893
Boys & Girls Club of the Lowcountry: Bike Bluffton	10,000	10,000	10,000	-	5,000	5,000	-
Bluffton Gullah Heritage Center	60,000	-	60,000	-	-	-	60,000
Hilton Head Symphony Orchestra: 2022 Bluffton Concerts	38,374	38,374	38,374	-	33,498	-	4,876
Historic Bluffton Foundation: Heyward House Welcome Center	175,000	175,000	175,000	-	89,432	-	85,568
Society of Bluffton Artists: Promoting Arts in the Lowcountry	16,063	16,063	16,063	2,076	10,183	-	3,804
<b>Total Grants for 3rd Quarter Payments</b>	<b>\$ 327,837</b>	<b>\$ 261,211</b>	<b>\$ 321,211</b>	<b>\$ 2,076</b>	<b>\$ 154,995</b>	<b>\$ 5,000</b>	<b>\$ 159,140</b>
<b>Applications Received June 30, 2022</b>							
Historic Bluffton Arts & Seafood Festival	\$ 80,000	\$ 80,000	\$ 80,000	\$ -	\$ 53,528	\$ -	\$ 26,472
<b>Total Grants for 4th Quarter Payments</b>	<b>\$ 80,000</b>	<b>\$ 80,000</b>	<b>\$ 80,000</b>	<b>\$ -</b>	<b>\$ 53,528</b>	<b>\$ -</b>	<b>\$ 26,472</b>
<b>Applications Received September 30, 2022</b>							
Farmers Market of Bluffton	\$ 50,500	\$ 50,500	\$ 50,500	\$ -	\$ 13,670	\$ -	\$ 36,830
May River Theatre, Inc.: Advertising for 2023 Season	38,715	38,715	38,715	-	24,187	-	14,528
Lowcountry Online Journalism Initiative: Bluffton Newcomers Guide	29,500	-	-	-	-	-	-
Town of Bluffton: Squire Pope Carriage House Restoration	457,026	457,026	457,026	-	-	-	457,026
<b>Total Grants for 1st Quarter Payments</b>	<b>\$ 575,741</b>	<b>\$ 546,241</b>	<b>\$ 546,241</b>	<b>\$ -</b>	<b>\$ 37,857</b>	<b>\$ -</b>	<b>\$ 508,384</b>
<b>Applications Received December 31, 2022</b>							
Palmetto Bluff Conservancy: Dubby Boat for Tours	\$ 35,000	\$ 35,000	\$ 35,000	\$ -	\$ 17,500	\$ 17,500	\$ -
The Rotary Club of Bluffton: Mayfest Weekend in Bluffton (2023)	15,000	15,000	15,000	-	-	-	15,000
Old Town Bluffton Merchants Society: Bluffton as a Destination	14,000	14,000	14,000	-	5,070	-	8,930
<b>Total Grants for 1st Quarter Payments</b>	<b>\$ 64,000</b>	<b>\$ 64,000</b>	<b>\$ 64,000</b>	<b>\$ -</b>	<b>\$ 22,570</b>	<b>\$ 17,500</b>	<b>\$ 23,930</b>
<b>Applications Received March 31, 2023</b>							
BlaCQuity: Roots & River Festival	\$ 28,135	\$ 11,000	\$ 11,000	\$ -	\$ -	\$ -	\$ 11,000
Bluffton MLK Observance Committee: Bluffton Juneteenth Celebration	20,000	20,000	20,000	-	-	-	20,000
Hilton Head Symphony Orchestra: 2023 Bluffton Concerts	48,628	48,628	48,628	-	-	-	48,628
Historic Bluffton Foundation: Heyward House Welcome Center	150,000	150,000	150,000	-	-	-	150,000
Society of Bluffton Artists: Promoting the Arts in the Lowcountry and Beyond	15,000	15,000	15,000	-	2,587	-	12,413
<b>Total Grants for 1st Quarter Payments</b>	<b>\$ 261,763</b>	<b>\$ 244,628</b>	<b>\$ 244,628</b>	<b>\$ -</b>	<b>\$ 2,587</b>	<b>\$ -</b>	<b>\$ 242,041</b>
<b>Applications Received June 30, 2023</b>							
BlaCQuity: Roots & River Festival - Revised Request	\$ 10,836	\$ 10,836	\$ -	\$ -	\$ -	\$ -	\$ -
Bluffton Boys & Girls Club: 2023 Bike Bluffton	21,650	21,650	-	-	-	-	-
Bluffton Gullah Cultural Heritage Center: Exterior/Deconstruction/Stabilization	350,000	350,000	-	-	-	-	-
Campbell Chapel Community Development: Restoration of the Historic Campbell Chapel	200,000	138,874	-	-	-	-	-
Coastal Conservation Association: Celebrating Conservation Weekend in Bluffton	10,000	10,000	-	-	-	-	-
Congregation Beth Yam: Town of Bluffton Hanukkah Celebrations	6,000	6,000	-	-	-	-	-
Historic Bluffton Arts & Seafood Festival	80,000	80,000	-	-	-	-	-
<b>Total Grants for 1st Quarter Payments</b>	<b>\$ 678,486</b>	<b>\$ 617,360</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Grants</b>	<b>\$ 2,407,808</b>	<b>\$ 2,232,442</b>	<b>\$ 1,675,083</b>	<b>\$ 94,134</b>	<b>\$ 547,003</b>	<b>\$ 22,769</b>	<b>\$ 1,011,177</b>

Recommendation of Motions

1. "I make motion to grant the Campbell Chapel Community Development \$130,873.65 in support of the restoration of the Historic Campbell Chapel as presented in the Staff Report breakdown for facilities for civic and cultural event expenses."
2. "I make motion to grant the Boys and Girls Club of the Lowcountry \$21,650 in support of the Bike Bluffton event for 2023 as presented in the Staff Report breakdown for advertising and promotion expenses."
3. "I make a motion to grant Historic Bluffton Arts and Seafood Festival Inc. \$80,000 in support of the Historic Bluffton Arts and Seafood Festival as presented in the Staff Report breakdown for advertising and promotion of tourism, municipality services, public facilities, and tourist transportation expenses."
4. "I make motion to grant the Coastal Conservation Association \$10,000 in support of the Celebrating Conservation Weekend in Bluffton project as presented in the Staff Report breakdown for advertising and promotion expenses."
5. "I make motion to grant the Bluffton Gullah Cultural Heritage Center \$350,000 in support of the exterior deconstruction and stabilization of the Deer Tongue Building as presented in the Staff Report breakdown for facilities for civic and cultural event expenses."
6. "I make a motion to grant BlacQuity SC an additional \$10,836 in support of the Roots and River Festival for advertising and promotion and facilities for civic and cultural events expenses."
7. "I make motion to grant the Congregation Beth Yam up to \$6,000 in tourism-related eligible expenses in support of the Town of Bluffton Hanukkah Celebration project as presented in the Staff Report breakdown."

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"I make motion to grant the Congregation Beth Yam \$450 in advertising and promotion support and additional tourism-related eligible expenses up to 50% of the project budget in support of the Town of Bluffton Hanukkah Celebration."