From:

Children's Trust of Alachua County Florida <childrenstrust-fl@municodeweb.com>

Sent:

Thursday, February 29, 2024 1:03 PM

To:

Elizabeth Cayson

Subject:

Form submission from: Sponsorship Application

Attachments:

img\_1111.jpeg; img\_1097.jpeg

**CAUTION:** This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Submitted on Thursday, February 29, 2024 - 1:02pm

Submitted by anonymous user: 174,228,163,64

Submitted values are:

Organization Name Alachua Raiders Unlimited Football and Cheer Inc

Event Name Back to School Giveaway

Event Date Sat, 08/03/2024

Time 11am -3pm

Location Hal Brady Rec Center 14300 NW 146th Terrace, Alachua, FL

Brief Description of Proposed Activity/Event (100 words or less)

Our organization would like to give away backpacks with some school supplies and give away plates of hot food. We will also have bounce houses. We will have raffles and giveaways.

Identify CTAC Goals the activity/event will be addressing. Children and youth learn what they need to be successful.

Target Population Parents and school aged children of the Alachua, High Springs and surrounding areas.

Number Attending 150

Presenters/Consultants Possibly the mayor of Alachua

Have you applied to the Sponsorship Fund Application in the past for this activity event? No

Have you received funding from the Sponsorship Fund in the past for this activity/event? No

If yes, enter date:

Are you qualified to conduct business in the state of Florida? Yes

Budget Expenses: Please specify what supplies will be needed, if applicable. Food

Backpacks

School supplies

DJ

**Bounce houses** 

Please specify what budget expenses will be covered by CTAC.

Backpacks

School supplies (pencils, paper, spiral notebooks, glue )

TOTAL FUNDS REQUESTED \$ 2,000

Contact Person - First Name Paulie

Contact Person - Last Name McClain

Contact email paulie.mcclain@gmail.com

Contact phone number 8,505,736,484

Website Alachua raiders.com
Facebook Alachua Raiders
Twitter N/A
Instagram N/A
New Vendor Form img\_1111.jpeg
W-9 Taxpayer ID and Certification img\_1097.jpeg
Acknowledgement of sponsorship Yes
Agree to appropriate logo usage Yes
Name of Submitter Paulie McClain
Date of Submission Thu, 02/29/2024

The results of this submission may be viewed at:

From: Elizabeth Cayson

Sent: Monday, March 4, 2024 9:55 AM

To: Paulie McClain

Subject: Children's Trust of Alachua County- Sponsorship Notification

Dear Paulie McClain, Alachua Raiders Unlimited Football and Cheer, Inc.,

We are delighted to inform you we have approved your sponsorship application at the amount of \$1,800.00 sponsorship level.

Per our sponsorship agreement, to ensure consistent brand messaging, the Children's Trust **requires** that the applicant use CTAC's logo in print materials, signage, online and relevant event messaging. This can include website logo placement, press releases and social media. Use the horizontal logo only in instances where there is minimal vertical space, and the primary stacked logo will not fit properly. For additional information regarding our logo click on the link: <a href="Logo Use | Children's Trust of Alachua County">Logo Use | Children's Trust of Alachua County</a>, Florida (childrenstrustofalachuacounty.us)

Additionally, you will receive a survey from Demetrica Tyson, Program Specialist (<a href="mailto:dtyson@childrenstrustofalachuacounty.us">dtyson@childrenstrustofalachuacounty.us</a>) please respond within 30 days after the event. Also, please send us photos from the event/project that we can use for promotional purposes. Please ensure you have signed photo release consent forms; we do not need copies of photo releases.

For next steps, we will proceed with notifying our Finance team to process a check, this takes approximately two weeks to process checks.

Thanks again for partnering with Children's Trust of Alachua County to ensure children are healthy, educated, & safe.

Wishing you all a successful event.

If you have any questions or need additional information, please feel free to contact me directly.

Kindest regards,

Liz



#### Elizabeth "Liz" Cayson, M.S.

O

Community Engagement Manager Direct: (352) 374-1832 Cell: (352) 363-8666

f

4010 NW 25th Place Gainesville, FL 32606



ChildrensTrustOfAlachuaCounty.us

in

From:

Children's Trust of Alachua County Florida <childrenstrust-fl@municodeweb.com>

Sent:

Thursday, March 7, 2024 11:36 AM

To:

Elizabeth Cayson

Subject:

Form submission from: Sponsorship Application

**Attachments:** 

blossoming\_butterfly1\_inc.\_w9.pdf

**CAUTION:** This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Submitted on Thursday, March 7, 2024 - 11:36am

Submitted by anonymous user: 99.82.216.133

Submitted values are:

Organization Name Blossoming Butterfly Event Name Pink Fest Event Date Sat, 06/01/2024 Time 11am-4pm

**Location Celebration Pointe** 

Brief Description of Proposed Activity/Event (100 words or less)

Pink Fest is an annual event held in Celebration Pointe. It is as walk for all cancers (family event). The purpose of this event is to spread awareness of cancer and celebrate survivors. There is a children's corner. This is an area for children to be educated-as well as an area for leisure that is children-friendly. The children's area includes, but is not limited to:

- -Vendors related to children's cancers
- -Bounce House
- -Face Painting
- -Snow Cones
- -Large Outdoors Games
- -Prizes
- -Children's Character... and more

Identify CTAC Goals the activity/event will be addressing. Children and youth are healthy and have nurturing caregivers and relationships.

Target Population Children affected by cancer (family members, survivors, current)

Number Attending 500

Presenters/Consultants Blossoming Butterfly Staff/UF Health Children's Hospital professional Have you applied to the Sponsorship Fund Application in the past for this activity event? Yes Have you received funding from the Sponsorship Fund in the past for this activity/event? Yes

If yes, enter date: Sat, 06/03/2023

Are you qualified to conduct business in the state of Florida? Yes

Budget Expenses: Please specify what supplies will be needed, if applicable.

Bounce House and Character: \$300

Face Painter: \$200/2 hrs.

Food (snow cone company): \$500

Outside Games: \$300

Prizes: \$300

Please specify what budget expenses will be covered by CTAC. We are asking all budget expenses to be covered by CTAC?

**TOTAL FUNDS REQUESTED \$ 1,600** 

Contact Person - First Name Tawanda

Contact Person - Last Name Williams

Contact email info@blossomingbutterflyinc.com

Contact phone number 3,526,826,013

Website https://www.blossomingbutterflyinc.org/

Facebook https://www.facebook.com//BlossomingButterflyOrg

Twitter n/a

Instagram blossomingbutterflyorg

New Vendor Form blossoming butterfly1 inc. w9.pdf

W-9 Taxpayer ID and Certification blossoming butterfly1\_inc.\_w9.pdf

Acknowledgement of sponsorship Yes

Agree to appropriate logo usage Yes

Name of Submitter Tawanda Williams

Date of Submission Thu, 03/07/2024

The results of this submission may be viewed at:

From:

Elizabeth Cayson

Sent:

Tuesday, March 19, 2024 10:12 AM

To:

Blossoming Butterfly Team

Subject:

Children's Trust Sponsorship Notification

Dear Tawanda Williams, Blossoming Butterfly

We are delighted to inform you we have approved your sponsorship application at the amount of \$600.00 sponsorship level.

Per our sponsorship agreement, to ensure consistent brand messaging, the Children's Trust requires that the applicant use CTAC's logo in print materials, signage, online and relevant event messaging. This can include website logo placement, press releases and social media. Use the horizontal logo only in instances where there is minimal vertical space, and the primary stacked logo will not fit properly. For additional information regarding our logo click on the link: Logo Use | Children's Trust of Alachua County, Florida (childrenstrustofalachuacounty.us)

Additionally, you will receive a survey from Demetrica Tyson, Program Specialist (<a href="mailto:dtyson@childrenstrustofalachuacounty.us">dtyson@childrenstrustofalachuacounty.us</a>) please respond within 30 days after the event. Also, please send us photos from the event/project that we can use for promotional purposes. Please ensure you have signed photo release consent forms; we do not need copies of photo releases. For this event, we would like to attend the event. At your earliest convenience, contact me so that I can learn more about the event schedule.

For next steps, we will proceed with notifying our Finance team to process a check, this takes approximately two weeks to process checks.

Thanks again for partnering with Children's Trust of Alachua County to ensure children are healthy, educated, & safe.

Wishing you all a successful event.

If you have any questions or need additional information, please feel free to contact me directly.

Kindest regards,

Liz



#### Elizabeth "Liz" Cayson, M.S.

O

Community Engagement Manager . Direct: (352) 374-1832

A

Cell: (352) 363-8666

X

4010 NW 25th Place Gainesville, FL 32606

in

From:

Children's Trust of Alachua County Florida <childrenstrust-fl@municodeweb.com>

Sent:

Wednesday, March 6, 2024 1:12 PM

To:

Elizabeth Cayson

Subject:

Form submission from: Sponsorship Application

Attachments:

ctac2024 new vendor form 3.xlsx; blssd\_future\_w-9.pdf

**CAUTION:** This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Submitted on Wednesday, March 6, 2024 - 1:12pm

Submitted by anonymous user: 173.49.162.115

Submitted values are:

Organization Name BLSSD FUTURE INC

Event Name Youth Dance-a-Thon

Event Date Fri, 06/07/2024

Time June 7th, 7:00 pm - 10:00 pm; June 8th, 10:00 am - 1:00 pm

Location Fri: Senior Recreation Center, Sat: UF Reitz Union

Brief Description of Proposed Activity/Event (100 words or less)

The event is a two-day instructor-led dance workshop that is free of charge. It will accommodate fifty children. The purpose of the workshop is to stimulate local participation of youth in educational enrichment activities, particularly IAMSTEM Summer Camp in Gainesville, Florida. The workshop will reinforce teamwork, leadership, and confidence and will produce a performance before an adult audience. It will also include social time with a meal each day. Parents and guests will participate in the social and performance part of the workshop. The workshop coincides with, but is distinct from, the BLSSD FUTURE INC annual 'Teach Me to Dance' fundraiser.

Identify CTAC Goals the activity/event will be addressing. Children and youth learn what they need to be successful.

Target Population Ages 8-17

Number Attending 200

Presenters/Consultants Dance Instructors/Educators

Have you applied to the Sponsorship Fund Application in the past for this activity event? Yes Have you received funding from the Sponsorship Fund in the past for this activity/event? Yes

If yes, enter date: Fri, 06/09/2023

Are you qualified to conduct business in the state of Florida? Yes

Budget Expenses: Please specify what supplies will be needed, if applicable.

Sr Recreation Center (3hrs): \$450

UF Reitz Union (3hrs): \$420

Food and Beverages (children, parents, guest): \$2,000

Eating utensils & Paper Goods: \$50

Flyers: \$250

T-shirts (50, youth only): \$500

Instructors (2), Aides (2): \$600

Assistants (setup/cleanup): \$250

Please specify what budget expenses will be covered by CTAC.

Sr Recreation Center (3hrs): \$450

UF Reitz Union (3hrs): \$420

Food and Beverages (children, parents, guest): \$2,000

Flyers (with CTAC logo): \$250

T-shirts (50, youth only, CTAC logo): \$500

**TOTAL FUNDS REQUESTED \$ 3,620** 

Contact Person - First Name Wanda

Contact Person - Last Name Lloyd

Contact email blssdfuture21@gmail.com

Contact phone number 9,045,377,763

Website https://www.youtube.com/@smoothflavadancegainesvill1191

Facebook www.facebook.com/blssdfuture

Twitter n/a

Instagram n/a

New Vendor Form ctac2024 new vendor form 3.xlsx

W-9 Taxpayer ID and Certification blssd future w-9.pdf

Acknowledgement of sponsorship Yes

Agree to appropriate logo usage Yes

Name of Submitter Wanda Lloyd

Date of Submission Wed, 03/06/2024

The results of this submission may be viewed at:

From:

Elizabeth Cayson

Sent:

Monday, March 18, 2024 3:57 PM

To:

Wanda Lloyd

Subject:

Children's Trust Sponsorship Notification

Dear Wanda Lloyd, Blssd Future Inc.,

We are delighted to inform you we have approved your sponsorship application at the amount of \$1,000.00 sponsorship level.

Per our sponsorship agreement, to ensure consistent brand messaging, the Children's Trust **requires** that the applicant use CTAC's logo in print materials, signage, online and relevant event messaging. This can include website logo placement, press releases and social media. Use the horizontal logo only in instances where there is minimal vertical space, and the primary stacked logo will not fit properly. For additional information regarding our logo click on the link: <u>Logo Use | Children's Trust of Alachua County, Florida (childrenstrustofalachuacounty.us)</u>

Additionally, you will receive a survey from Demetrica Tyson, Program Specialist (<a href="mailto:dtyson@childrenstrustofalachuacounty.us">dtyson@childrenstrustofalachuacounty.us</a>) please respond within 30 days after the event. Also, please send us photos from the event/project that we can use for promotional purposes. Please ensure you have signed photo release consent forms; we do not need copies of photo releases. For this event, we would like to attend the event. At your earliest convenience, contact me so that I can learn more about the event schedule.

For next steps, we will proceed with notifying our Finance team to process a check, this takes approximately two weeks to process checks.

Thanks again for partnering with Children's Trust of Alachua County to ensure children are healthy, educated, & safe.

Wishing you all a successful event.

If you have any questions or need additional information, please feel free to contact me directly.

Kindest regards,

Liz



#### Elizabeth "Liz" Cayson, M.S.

Community Engagement Manager Direct: (352) 374-1832

Cell: (352) 363-8666

4010 NW 25th Place Gainesville, FL 32606

in

From:

Jordan Marlowe <marlowejh@gm.sbac.edu>

Sent:

Wednesday, October 25, 2023 4:30 PM

To:

Elizabeth Cayson

Subject:

**Funding Request** 

Follow Up Flag:

Follow up

Flag Status:

Flagged

**CAUTION:** This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

#### Good afternoon,

Jordan Marlowe

My name is Jordan Marlowe, and I am a teacher at Newberry High School. I am a teacher of African American History. I would love to take my students to Montgomery Alabama to experience the National Memorial for Peace and Justice and the Legacy Museum. The cost of buses today has increased dramatically, and in order to give my students this incredible opportunity, I will need assistance. I would love to have the Children's Trust's support, and I am willing to fill out any paperwork needed to give my students this chance. I am requesting \$2500, which I know is an incredibly generous amount, but it would go to an incredibly important opportunity for roughly 50 students.

Thank you so much for considering my request!

African American History
Cambridge Literature & Composition
AP European History
AP Human Geography
Cambridge Language & Composition
Cambridge Global Perspectives
AP Research
English I Honors
Student Government Sponsor

Archery Coach Girls Tennis Coach

C/O 2025 Sponsor

"Once a Panther, always a Panther"

Newberry High School (352)472-1101

Please note: Due to Florida's broad public records law, most written communications regarding ACPS business are public records. Therefore, this e-mail communication may be subject to public disclosure. Also, information contained in this message may be part of an educational record and protected by the Family Educational Rights and Privacy Act of 1974. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution or other use of the contents of this message is prohibited. If you have received this message in error, please notify me.

From:

Elizabeth Cayson

Sent:

Tuesday, March 5, 2024 3:32 PM

To:

Jordan Marlowe

Subject:

Children's Trust of Alachua County -Sponsorship Notification

Dear Mr. Jordan Marlowe, City of Newberry/Newberry High School-AA History Trip,

We are delighted to inform you we have approved your sponsorship application at the amount of \$2,500.00 sponsorship level.

Per our sponsorship agreement, to ensure consistent brand messaging, the Children's Trust **requires** that the applicant use CTAC's logo in print materials, signage, online and relevant event messaging. This can include website logo placement, press releases and social media. Use the horizontal logo only in instances where there is minimal vertical space, and the primary stacked logo will not fit properly. For additional information regarding our logo click on the link: <u>Logo Use | Children's Trust of Alachua County, Florida (childrenstrustofalachuacounty.us)</u>

Additionally, you will receive a survey from Demetrica Tyson, Program Specialist (<a href="mailto:dtyson@childrenstrustofalachuacounty.us">dtyson@childrenstrustofalachuacounty.us</a>) please respond within 30 days after the event. Also, please send us photos from the event/project that we can use for promotional purposes. Please ensure you have signed photo release consent forms; we do not need copies of photo releases.

For next steps, we will proceed with notifying our Finance team to process a check, this takes approximately two weeks to process checks.

Thanks again for partnering with Children's Trust of Alachua County to ensure all children and youth are healthy, educated, & safe.

Wishing you all a wonderful trip!.

If you have any questions or need additional information, please feel free to contact me directly.

Kindest regards,

Liz



#### Elizabeth "Liz" Cayson, M.S.



Community Engagement Manager Direct: (352) 374-1832

Cell: (352) 363-8666

X

4010 NW 25th Place Gainesville, FL 32606

in

From:

Children's Trust of Alachua County Florida <childrenstrust-fl@municodeweb.com>

Sent:

Tuesday, March 12, 2024 3:53 PM

To:

Elizabeth Cayson

Subject: Attachments: Form submission from: Sponsorship Application new\_vendor\_form\_gnv4all\_1.pdf; 2023\_w9.pdf

**CAUTION:** This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Submitted on Tuesday, March 12, 2024 - 3:53pm

Submitted by anonymous user: 47.196.72.177

Submitted values are:

Organization Name Gainesville for All Event Name Growing Greatness Spring Celebration

Event Date Sat, 03/23/2024

Time 11am-4 pm

Location 1250 NE 18th Ave Building 11, Gainesville, FL 32609

Brief Description of Proposed Activity/Event (100 words or less)

This is a celebration of opening our Gainesville Empowerment Zone Family Learning Center. It is also an opportunity for families to learn more about what we offer the community and connect families to resources. We want this to be a fun family event with food, activities and an opportunity for families to receive support. The event will include info tables from our community partners:

Neighborhood Housing and Development Corporation

The Harn

The Education Foundation of Alachua County

VyStar

Gainesville Fire and Rescue

Meridian Behavioral Health

Children's Trust of Alachua County

Gainesville RTS

Alachua County Library District

Catholic Charities

Identify CTAC Goals the activity/event will be addressing. Children and youth are healthy and have nurturing caregivers and relationships.

Target Population The Gainesville community, children and their families

Number Attending 100

Presenters/Consultants James Lawrence, President and Executive Director of Gainesville for All Have you applied to the Sponsorship Fund Application in the past for this activity event? No Have you received funding from the Sponsorship Fund in the past for this activity/event? No If yes, enter date:

Are you qualified to conduct business in the state of Florida? Yes

Budget Expenses: Please specify what supplies will be needed, if applicable.

Purchase food, condiments, utensils, rent 100 chairs and tables for guests and vendors, 20x30 tent. Please specify what budget expenses will be covered by CTAC.

We would like to request \$2,500 to purchase food, condiments, utensils, rent 100 chairs and tables for guests and vendors, 20x30 tent.

TOTAL FUNDS REQUESTED \$ 2,500

Contact Person - First Name Sofiya

Contact Person - Last Name Nazarov

Contact email snazarov@gnv4all.org

Contact phone number 2,533,326,172

Website https://www.gnv4all.org/

Facebook https://www.facebook.com/GNV4ALL/

Twitter @gnv4all

Instagram https://www.instagram.com/gnv4all/

New Vendor Form new vendor form gnv4all 1.pdf

W-9 Taxpayer ID and Certification 2023 w9.pdf

Acknowledgement of sponsorship Yes

Agree to appropriate logo usage Yes

Name of Submitter Sofiya Nazarov

Date of Submission Tue, 03/12/2024

The results of this submission may be viewed at:

From:

Gainesville for All <contact@zeffy.com>

Sent:

Wednesday, March 13, 2024 11:32 AM

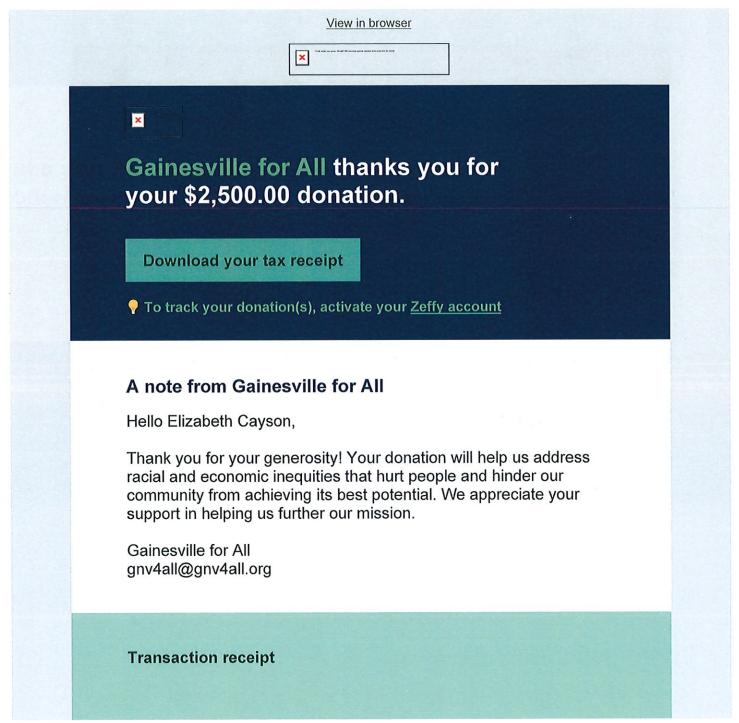
To:

Elizabeth Cayson

Subject:

Thank you for your generosity!

**CAUTION:** This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.



## Elizabeth Cayson (Children's Trust of Alachua County) 4010 NW 25th Place, Gainesville, Florida 32606, US

Payment date: March 13, 2024 Payment method: •••• 8645

Donation amount: \$2,500.00

Optional contribution to Zeffy: \$0.00

What is Zeffy?

Paid amount: \$2,500.00

×

### Did you know?

# Last year, nonprofits lost \$3 billion of donations to fees.

We choose to fundraise on Zeffy because of their zero-fee fundraising. Zeffy is the only 100% free fundraising software for nonprofits in North America, guaranteeing that every cent you give goes directly to supporting our nonprofits cause. Zeffy is funded entirely from optional contributions from donors like you.

×

x x x

© Zeffy 2022

From:

Children's Trust of Alachua County Florida <childrenstrust-fl@municodeweb.com>

Sent:

Friday, February 23, 2024 2:07 AM

To:

Elizabeth Cayson

Subject:

Form submission from: Sponsorship Application

**Attachments:** 

new\_vendor\_form\_-\_childrens\_trust.xlsx; \_form\_w-9\_rev.\_october\_2018

\_-\_childrens\_trust.pdf

**CAUTION:** This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Submitted on Friday, February 23, 2024 - 2:06am

Submitted by anonymous user: 70.171.4.64

Submitted values are:

Organization Name Girls Can Do IT Too, Inc Event Name Rewriting HerStory Event Date Sat, 04/13/2024 Time 10 AM

Location Hotel Indigo

Brief Description of Proposed Activity/Event (100 words or less)

A transformative day of empowerment and inspiration for girls aged 12-18, featuring keynote speaker Jekalyn Carr. Our event fosters unity, sisterhood, and laughter while addressing crucial topics like mental health, school challenges, peer relationships, social media navigation, self-image, and open discussions with parents. Your sponsorship will support a dynamic experience that equips young minds with resilience, self-confidence, and the tools to navigate life's complexities. This will contribute to the growth and well-being of the next generation.

Identify CTAC Goals the activity/event will be addressing. Children and youth learn what they need to be successful.

Target Population Girls aged 12-18

Number Attending 150

Presenters/Consultants Jekalyn Carr and a Panel of Professionals

Have you applied to the Sponsorship Fund Application in the past for this activity event? No

Have you received funding from the Sponsorship Fund in the past for this activity/event? No

If yes, enter date:

Are you qualified to conduct business in the state of Florida? Yes

Budget Expenses: Please specify what supplies will be needed, if applicable.

Flyers \$ 150.00

Banner \$ 400.00

Retractable \$ 225.00

MISC \$ 500.00

Lunch \$ 2,800.00

Gift for Girls \$500.00

Venue \$ 750.00

Stage \$ 400.00

Speaker \$ 6,000.00

Please specify what budget expenses will be covered by CTAC. Lunch \$ 2,800.00

Stage \$ 400.00

Venue \$ 750.00

**TOTAL FUNDS REQUESTED \$ 3,950** 

Contact Person - First Name Nina

Contact Person - Last Name Grayson

Contact email ngrayson@girlscandoittoo.org

Contact phone number 9,045,356,836

Website www.girlscandoittoo.org

Facebook https://www.facebook.com/girlscandoittooinc

**Twitter None** 

Instagram girlscandoittoo\_inc

New Vendor Form new vendor form - childrens trust.xlsx

W-9 Taxpayer ID and Certification form w-9 rev. october 2018 - childrens trust.pdf

Acknowledgement of sponsorship Yes

Agree to appropriate logo usage Yes

Name of Submitter NIna Grayosn

Date of Submission Fri, 02/23/2024

The results of this submission may be viewed at:

From:

Elizabeth Cayson

Sent:

Monday, March 4, 2024 1:19 PM

To:

Nina Grayson

Subject:

Children's Trust Sponsorship-Notification

Dear Nina Grayson, Girls Can Do It Too, Inc.,

We are delighted to inform you we have approved your sponsorship application at the amount of \$1,500.00 sponsorship level.

Per our sponsorship agreement, to ensure consistent brand messaging, the Children's Trust requires that the applicant use CTAC's logo in print materials, signage, online and relevant event messaging. This can include website logo placement, press releases and social media. Use the horizontal logo only in instances where there is minimal vertical space, and the primary stacked logo will not fit properly. For additional information regarding our logo click on the link: Logo Use | Children's Trust of Alachua County, Florida (childrenstrustofalachuacounty.us)

Additionally, you will receive a survey from Demetrica Tyson, Program Specialist (<a href="dtyson@childrenstrustofalachuacounty.us">dtyson@childrenstrustofalachuacounty.us</a>) please respond within 30 days after the event. Also, please send us photos from the event/project that we can use for promotional purposes. Please ensure you have signed photo release consent forms; we do not need copies of photo releases. For this event, we would like to attend the event. At your earliest convenience, contact me so that I can learn more about the event schedule.

For next steps, we will proceed with notifying our Finance team to process a check, this takes approximately two weeks to process checks.

Thanks again for partnering with Children's Trust of Alachua County to ensure children are healthy, educated, & safe.

Wishing you all a successful event.

If you have any questions or need additional information, please feel free to contact me directly.

Kindest regards,

Liz



#### Elizabeth "Liz" Cayson, M.S.

O

Community Engagement Manager Direct: (352) 374-1832 Cell: (352) 363-8666



4010 NW 25th Place Gainesville, FL 32606



