



TOWN OF LAKE PARK GRANT APPLICATION INSTRUCTIONS AND FORM

I. GRANT PROCESS

The following processes have been established by the Commission of the Town of Lake Park to assist individuals and groups seeking financial support in the form of a grant from the Town of Lake Park (the Town). Grants are made available by the Town each fiscal year (commencing October 1 and ending September 30). Under the Small Grant Program, individuals who reside in the Town may request up to a total of \$500. The Large Grant Program, which is available to groups, corporate entities, etc., that are based in the Town, requires a 100% match by the applicant (applicants may request up to 50% of the total monetary cost of a proposed project, up to the maximum amount budgeted for this purpose, and must provide the other 50% via allowable matches). The maximum amount available shall be subject to the Commission's annual appropriation as part of its fiscal year budget. **No grant funding shall be recommended to the Commission for award either on a grant or reimbursement bases unless the Town's Finance Director has certified to the Commission that such funding has been budgeted for and appropriated during the regular fiscal year budget process.**

The grant amounts will be available on the following basis:

- **Small Grant Program:** The maximum amount that shall be available through this program shall be \$500. Applications for funding through the Small Grant Program must be approved by the Town Manager (following written confirmation by the Town's Finance Director of the availability of funds) prior to approval and after notice of intent to award has been provided by the Town Manager to the Commission. The total amount needed will be used to determine the grant award. There shall be no artificial division of needed grant funding in order to qualify for the Small Grant Program. No match is required for the Small Grant Program. All funds awarded through the Small Grant Program shall be paid directly to the vendor(s) identified in the grant application.
- **Large Grant Program:** The grant amount available through this program will range from a minimum of \$500.01 to a maximum of \$10,000 budgeted for Fiscal Year 2022-2023 (based upon approval by the Town Commission at a regularly scheduled Town Commission meeting). A 100% match is required for the Large Grant Program, which may be provided in the form of volunteer labor (which is valued at \$29.95 per hour for the purpose of this grant program), donated services, goods/materials, in-kind contributions and/or cash from another organization or business. The match must be substantiated by the submission of a signed Contribution/Match Worksheet as part of the application. **Town resources MAY NOT be used as matching funds. Matching funds are not transferrable to other projects.**

Grant funds are to be disbursed as either direct payments to vendors or reimbursements to applicants with a valid checking account. In order to reimburse an applicant, the following must be submitted to the Town:

- Invoice from the applicant to the Town
- Vendor receipts marked “paid” and/or credit card receipts
- Copy of front/back of cancelled checks if vendor was paid by check

All vendors receiving direct payment from the Town must complete a W-9 (and any other required paperwork) and file with the Town Finance Department. Applicants without a valid checking account will be limited to direct payments to vendors.

All grants are dependent upon the availability of the Town Commission’s appropriation of funding. No expenses may be incurred before Town approval of the application. Payments to contractors, vendors or distributors that are in excess or outside of the grant award and arranged by the applicant are the responsibility of the applicant. **The Town shall not be held responsible for the arrangement of services made by the applicant. As part of its application, the applicant must demonstrate the ability to complete the proposed project and expend all grant funds no later than August 31, 2023. Any funds that are not expended by this date will be forfeited unless prior written approval is provided by the Town Manager.**

II. APPLICATION DEADLINE

Each applicant may submit only one application for funding each fiscal year. There is one funding round per fiscal year. For Fiscal Year 2022-2023, the deadline for submittal of all applications is 5:00 PM Eastern Time on February 3, 2023. All applications must be submitted with an original signed in blue ink and three (3) copies in sealed envelopes/packages to the following address:

**Town of Lake Park
Office of the Town Clerk
Lake Park Town Hall
535 Park Avenue
Lake Park, Florida 33403**

NO APPLICATIONS WILL BE ACCEPTED VIA FAX OR EMAIL

Applications received after the above-stated deadline shall be returned unopened. Receipt of an application by any Town office or personnel other than the Office of the Town Clerk shall not constitute submittal. The Town Clerk’s time stamp shall be conclusive as to the timeliness of each submittal.

III. ELIGIBILITY CRITERIA

With the exception of public entities, eligible applicants must be located within the municipal boundaries of the Town of Lake Park. Eligible applicants include legally established 501(c)3 nonprofit tax-exempt organizations; for-profit businesses; or public entities; individuals are considered eligible applicants for the Small Grant Program only. Eligible projects must, in the opinion of the Town Manager (for the Small Grant Program) and the Town Commission (for the Large Grant Program) directly benefit the citizens of the Town of Lake Park. Grants under the Large Grant Program will not be made to individuals under any

circumstances, or to organizations or businesses that have been in existence for less than three (3) years prior to the date of application; 501(c)3 nonprofit tax-exempt organizations that have been in existence for less than three (3) years are eligible to apply.

Examples of projects or programs that are eligible for consideration are as follows (to the extent that such proposed projects or events are consistent with the eligibility criteria set forth above):

- *Beautification*, including community cleanups, landscaping in public rights-of-way, minor park improvements, public art
- *Children/Youth*, including short-term neighborhood-operated programs that would benefit children (after-school/summer program, tutoring, mentoring), neighborhood-based sporting events
- *Communication/Membership* such as websites, newsletters, advertising, membership drives, directories
- *Crime Deterrents* such as signage, newsletters and items associated with neighborhood crime watch operations (video devices may be considered as long as they can be affixed in a secure location)
- *Event Requirements*, including supplies, notices, entertainment, rentals for festivals/celebrations (any and all special events must obtain applicable Town of Lake Park Special Event Permits)
- *Identity Promotion*, such as signage, logo design, membership t-shirts

Eligible projects must comply with the Town's Comprehensive Plan (with regard to economic development projects), as well as all applicable land development codes, including the Florida Fire Prevention Code with Palm Beach County Amendments, if applicable. Such compliance must be evidenced by a review by the Town's Department of Community Development and the Palm Beach County Fire Inspector; compliance will be noted on the application form by Town staff.

Examples of projects or programs that are **NOT** eligible for funding are as follows:

- Capital items, including any individual item over \$500 that would require tracking by Town property control, excluding signage/surveillance camera equipment
- Computer hardware and/or software, electronic devices and related equipment
- Food and/or provisions for festivals or celebrations
- Ongoing multi-year projects
- Ongoing or operational costs, including salaries or other personnel costs
- Projects or programs already funded by another source, including current operating budgets

- Projects or programs that have already been completed
- Projects typically funded under other sources, such as the Town (or Palm Beach County) department operating budgets, Capital Improvement Program, Community Development Block Grant Program
- Political causes or candidates, religious organizations
- Grants from the Town cannot be used to meet the applicant's matching requirement under the Lake Park Community Improvement Beautification Fund or the Community Redevelopment Agency program funding or to pay the Town's rental fees or deposits or for payment of the Town's special event permit application fee

IV. PRE-APPLICATION CONFERENCE

Applicants are strongly advised to attend a pre-application conference that will be held at 2:00 PM Eastern Time on January 20, 2023 in the Commission Chamber, Lake Park Town Hall, 535 Park Avenue, Lake Park, Florida, 33403. **Additional points will be awarded to submissions from applicants that have attended this pre-application conference.**

V. ADDITIONAL REQUIREMENTS

Applications must be typed or neatly handwritten, and must be provided on 8½" x 11" paper. All required substantiating material (quotes, meeting minutes, etc.) must be attached to the application at the time of submittal.

VI. REQUESTS FOR APPLICATION PRE-REVIEW/COMMENTARY

Applicants wishing to request a meeting with the Town's Grant Writer to review their draft proposals for comments may do so no later than 10 days prior to the due date by calling 561-882-1819 or emailing publicinformation@lakeparkflorida.gov.

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TOWN OF LAKE PARK
APPLICATION FOR GRANT ASSISTANCE
(Please type or print clearly)

SECTION 1: APPLICANT INFORMATION

Legal Name of Applicant: Lake Park Historical Society

Address: 3661 Bahama Road (mailing address)

City: Palm Beach Gardens State: FL Zip Code: 33410

Telephone Number: (561) 513-2761

E-mail Address: conchchowder@att.net (olelj@yahoo.com)

Date Organization Was Legally Established: January 1, 1998 State: FL

Legal Form of Organization: ☐ Sole Proprietorship ☐ C or S Corporation ☐ Public Entity

☐ Limited Liability Company ☐ Partnership or Limited Partnership ☒ Nonprofit 501(c)3

Name of Principal Officer/Business Owner: L J Parker

Title: President Custodian of Record

Contact Person for This Application: Judith Thomas/Matt Goforth

Telephone Number (if different from above): (561)723-7337/(561)842-2453

Nature of Organization (please list products/services provided; please attach a separate sheet if needed):

To promote the restoration, preservation, and maintenance of the Town of Lake Park historical artifacts, building sites, places, and educate the public.

Palm Beach County Business Tax Receipt Number (if applicable): n/a

Lake Park Business Tax Receipt Number (if applicable): n/a

EIN Number (if applicable): 65-1002809

SECTION 2: DESCRIPTION OF PROPOSED PROJECT

Project/Organization Name: Kelsey City 5K run/walk to benefit the Lake Park Historical Society

Address: 601 Federal Hwy, Lake Park, FL 33403 (Evergreen House)

Detailed Project Description, Including Project Timeline (please attach a separate sheet if necessary):

The purpose of the grant is to assist with the organization and production of the Kelsey City 5K Run/Walk.

The event is scheduled to take place in the Town of Lake Park on December 9, 2023 from 7AM -11AM. It is the

intent of the Historical Society to showcase the town and bring attention to the many historic structures that make

the Town of Lake Park a jewel in the heart of an urban setting. The mission of the Historical Society is to

preserve the artifacts, buildings, sites, places, and to foster the interest in and appreciation of the

history of Lake Park by educating the public. The Town has over 30 structures and or significant places of various

architectural styles dating back over 100 years. In fact, the Town of Lake Park will be

celebrating its centennial in November 2023. The Society provides a resource to the Town by curating newspapers and other

significant historical resources. Hosting this 5K event with the assistance of the Town will allow the Historical Society

to further its purpose. It will also allow for an ongoing funding source by the Society to conduct tours, prepare newsletters,

curate artifacts and continue it's educational component. Presently, the Town allows the Society to use the Evergreen House

in Kelsey Park for meetings and storage of historic articles. The Society does not own or operate its own facility and

therefore rely 100% on volunteers or in-kind services. The founding members of the Society are now limited in their

physicality because of their age. This event will allow new ways to generate funding for the Society by fostering community

involvement and participation, attracting new members, and becoming a signature event for the Town of Lake Park

Estimated Project Completion Date: December 9, 2023

(Please note that all proposed projects must be consistent with the Town of Lake Park's Comprehensive Plan (with regard to economic development projects) and all applicable zoning requirements, as well as all applicable building and safety codes, as set forth in the Lake Park Code of Ordinances and the Florida Fire Prevention Code with Palm Beach County Amendments. For further information regarding these requirements, please contact the Lake Park Department of Community Development at 561-881-3318).

SECTION 3: FUNDING INFORMATION

Amount requested from Town of Lake Park

\$ 7500

The maximum grant amount that shall be available through the Small Grant Program is \$500 (for which no match is required). The minimum grant amount that shall be available through the Large Grant Program is \$500.01 and the maximum grant amount is \$10,000.

Compilation of matching funds:

Volunteer labor

\$ 13178

(Calculate at \$29.95 per hour. Volunteer Labor Worksheet must be attached.)

Cash

\$ _____

(Please itemize on Contribution/Match Worksheet)

Donated professional services

\$ _____

(Not including Volunteer Labor. Please itemize on Contribution/Match Worksheet)

Donated materials/supplies

\$ 1,570

(Please itemize on Contribution/Match Worksheet)

Other (please describe)

\$ _____

(Matching funds that are not directly related to the project will not be considered)

Total Matching Funds:

\$ 14,748

Please explain how you will complete your project/program if you are awarded 75% of your request; if you are awarded 50% of your request; and if you are awarded less than 50% of your request. Please feel free to attach additional pages if necessary.

Should the Town approve 75% of the requested amount that would amount to \$5,625. With that support, the Historical Society would seek additional sponsorships and donations from other local businesses.

At 50% of the requested amount that would be \$3750. Less than 50% of the requested grant, would mean

that the projected race participants would need to be increased by an additional 200 runners therebyby

placing additional need for security, route modification (MOT), and public service support.

SECTION 4: HOW WILL THIS PROJECT MEET THE ELIGIBILITY CRITERIA SET FORTH IN SECTION III OF THE APPLICATION INSTRUCTIONS?

(Please attach additional pages if necessary)

This project qualifies under the events requirements and identity promotions criteria of the grantsmaking application.

To produce The Kelsey City 5K Run/Walk, the participants need timing equipment that records the official

completion times for the runners. This system is rental in nature as it is proprietary. Additionally to market

this inaugural event, the Historical Society will need signage, markers, route indicators, barriers, banners,

and other applicable platforms to advertise the event.

SECTION 5: REQUIRED DOCUMENTATION

The applicant shall submit the following documentation:

For the Small Grant Program:

- A copy of the current official Certificate of Status from the Florida Department of State (if applicable). *Please note that a printout of corporate information from the Department of State Corporations online public inquiry web page DOES NOT meet this requirement.*
- A copy of current Certificate of Status of Fictitious Name Registration from the Florida Department of State (if applicable)
- A copy of current Palm Beach County Business Tax Receipt (if applicable)
- A copy of current Town of Lake Park Business Tax Receipt (if applicable)
- A summary of how the applicant proposes to spend the grant funds

For the Large Grant Program (in addition to the documentation listed above):

- Detailed program/project budget, including revenues and expenses
- A copy of applicant's current financial statements covering one fiscal year (prepared within 90 days of submittal of this application); or
- Copies of written estimates

For nonprofit organizations or public entities, in addition to the documentation required for the Small and Large Grant Programs:

- A copy of the history of the organization, its mission statement and/or goals
- A complete copy of the applicant's Internal Revenue Service 501(c)3 tax-exempt certification letter
- A copy of the applicant's registration with the Florida Department of Agriculture and Consumer Services (for nonprofit organizations only)
- A list of the applicant's governing board (Board or Directors or similar) and a brief biography of each officer and member, including corporate/professional affiliation (if any)

SECTION 6: REPORT AND REIMBURSEMENT

Applicant must submit a project report to the Town Manager within 60 days of completion of the project. The report must include final timeline of project, final costs and final outcomes. Documentation of expenditures to be reimbursed must be attached. If appropriate, photos may be included, but may not be used in lieu of a comprehensive report.

Following Town Manager review and approval of the report, reimbursement of all approved expenses will be processed, and a Request for Disbursement will be approved by the Town Manager and submitted to the Finance Department.

The following must be submitted to the Town in order to receive reimbursement:

- Invoice from the applicant to the Town
- Vendor receipts marked "paid" and/or credit card receipts
- Copy of front/back of cancelled checks if vendor was paid by check

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GRANT RATING SHEET		
RATING CRITERIA	MAXIMUM RATING POINTS	TOTAL POINTS AWARDED
Each application may be awarded a maximum of 120 points, as follows:	*****	*****
Project Description (How well does the application clearly describe the project and its goals?)	20	*****
Demonstration of Community Need (How well does the application describe, communicate/address a community need?)	20	*****
Evidence of Community/Applicant Strengthening (Does the project have the potential to strengthen the overall neighborhood and applicant?)	20	*****
Community Support (Does the application provide evidence of community consensus for the project and resident involvement in the implementation?)	20	*****
Appropriateness of Proposed Budget (Are the budget revenues and expenses clear and justifiable? Are funding sources appropriate?)	20	*****
Bonus: 5 additional points will be awarded to applicants that attended the pre-application meeting	5	*****
Bonus: 5 additional points will be awarded to applicants that were not funded in the 2021-2022 funding round	5	*****
Bonus: Up to 10 additional points may be allocated through the incorporation of sustainable/green initiatives directly related to the project and documented in the grant application.	10	*****
TOTAL POINTS		*****

The average score derived from the Grant Review Committee will be determined by dividing the total points awarded to an application by the number of scores. The highest scoring applications will be considered first. Funds will be allocated based on application average scores in descending order until funds are depleted. Funds will not be allocated to any application with an average score lower than 65.

VOLUNTEER LABOR WORKSHEET

All volunteer labor hours must be allocated on or after February 6, 2023. Preparation of the grant application cannot be considered part of the volunteer labor hours)

Type of Work	Volunteer Information			
	Name and Address	Phone Number	Number of Hours	Signature of Volunteer
Organizer	Judith Thomas	(561) 723-7337	180	
Co-Organizer	Matt Goforth, Owner On Your Mark	(561) 842-2453	180	
Staffing, Organizer	Natalie Marx, Care Crew (5) Adults	(203) 252-0260	15	
Staffing	Care Crew Volunteers (15)		65	
TOTAL HOURS			440	<i>Please attach additional Volunteer Labor Worksheets if necessary</i>
RATE			\$29.95 PER HOUR	
TOTAL VOLUNTEER LABOR VALUE			\$ 13,178	

JUDITH E. THOMAS
204 East Jasmine Drive
Lake Park, FL 33403
(561) 723-7337
jthomas11@bellsouth.net

CAREER SUMMARY

Over 25 years of progressive municipal/community planning experience. 12 years as an AICP member. Exceptional knowledge in collecting, analyzing, interpreting and presenting zoning and other city planning data through effective field investigations. Strong management and interpersonal skills to effectively communicate with City Council, staff, and residents while efficiently negotiating with stakeholders to arrive at a decision that is in the best interest of the public. Able to effectively develop relationships with municipal staffs, community stakeholders, regulatory bodies, commissions, local governments, contractors, property owners, and the general public.

Lifelong educator with the ability to coach and mentor upcoming professionals. Skilled and trained in conflict resolution that addresses diverse interests to achieve "win/win" solutions. An organized professional with proven teaching, counseling and guidance skills. A strong record of improving test scores and providing differentiated instructions for varying learning abilities.

PALM BEACH SCHOOL DISTRICT

2010 - Present

Clinical Educator, Classroom Instructor, School Counselor

- Secondary science teacher **(2015 -)**
 - Assess and monitor 330+ students' progress throughout the term and work closely with other staff to efficiently plan and coordinate work
 - Differentiate and simplify lesson plans with curriculum objectives and assist students to prepare for examinations in a 1,500+ student school.
 - Trained new teachers, emphasizing the importance of classroom management, course planning, and adherence to curriculum.
 - Adopted teaching methodologies, documented all lessons, organized group discussions, and mentored troubled students
- Seven consecutive evaluations for being "highly effective" educator.
- Successfully completed and employed as school counselor **(2010 -2014)**
 - Provided career and college counseling for graduating seniors
 - Provided informative presentations to students regarding different areas of study
 - Met with parents and students to provide resources for career planning

JUDITH E. THOMAS
204 East Jasmine Drive
Lake Park, FL 33403
(561) 723-7337
jthomas11@bellsouth.net

EDUCATION

M.A., Urban and Regional Planning, University of Florida, Gainesville, Florida
B.A., Public Affairs, Florida Atlantic University, Boca Raton, Florida
M.S., School Counseling, Palm Beach Atlantic University, West Palm Beach, Florida

ADMINISTRATIVE DUTIES:

- Responsible for the supervision of multi-level leaders
- Developed strategies to encourage synergy within management/social groups
- Certified facilitator and conflict resolution mediator
- Managed and maintained personnel records
- Served in leadership role on boards and management positions.
- Prepared written financial reports for local governments
- Compiled information, gathered data and prepared manuals
- Implemented programs within organizational structure relating to policies and procedures

WORK EXPERIENCE

Secondary Science Instructor

January 2015 -

Lake Worth Middle School, Lake Worth, FL

- Grade level instructional coordinator
- New Teacher Advisor and Coordinator
- Planned, scheduled, and implemented classroom instructions geared to students' educational level
- Developed lessons based on Florida State Standards and grade level expectations
- Implemented and maintained classroom management
- Adapted lessons for individual learning differences
- Incorporated technology into lessons with PowerPoint and Word
- Coordinated with fellow grade level instructors to develop lessons
- Participated in weekly professional learning team meetings
- Established and maintained communication with families verbally and in writing

School Counselor

July 2012 -

- Prepared student schedules ensuring appropriate courses taken towards graduation
- Provided career and college counseling for graduating seniors
- Coordinated with district personnel to meet graduation requirements
- Organized and ordered diplomas and certificates of attendance
- Dual Enrollment and Graduation Coordinator
- Organized and planned college representative visits
- Bright Futures contact person
- Course Recovery Coordinator
- Prepared academic and behavioral intervention plans
- Evaluated students for ESE services to meet individual learning needs
- Attended quarterly guidance coordinator meetings
- Provided direct counseling to students on academic and social performance

JUDITH E. THOMAS
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Lake Park, FL 33403
(561) 723-7337
jthomas11@bellsouth.net

- Prepared academic and behavioral intervention reports to encourage positive behavior
- Participated in school base team and re-entry placement meetings targeting specific behavior
- Prepared classroom guidance lessons on career choices
- Provided information to teachers and parents on remedial and developmental strategies
- Facilitated and mediated student conflict on bullying

SUPREME COURT MEDIATOR

2008 – 2014

15th Judicial Circuit Court, County Civil Mediator, West Palm Beach, FL

- Successfully mediated over 500 cases related to small claims, credit card disputes, rental agreements, land use and property rights issues including personal property issues.

PLANNING AND ZONING ADMINISTRATOR

1999- 2007

City of Riviera Beach, Riviera Beach, FL

- Directed the planning and zoning activities of the P/Z Division.
- Prepared the financial reporting of the P/Z Division.
- Directed the activities of the Community Development Department in the absence of the Department Director.
- Served as the Assistant Director of Community Development w/o title.
- Assisted with the preparation, revision and update of the Comprehensive Plan, Redevelopment Plan, zoning ordinance, subdivision ordinance, sign code and other ordinances that relate to City growth and community development.
- Consulted with the public, developers, architects, engineers, realtors, and City officials regarding land use development, variances, general planning and zoning and subdivision regulations.
- Assessed and prepared reports/recommendations regarding land use, infrastructure improvement, environmental requirements and other matters; analyzed planning issues and determined project schedules and priorities.
- Attended the Planning Review Meeting for new development represented by various city departments/divisions such as engineering, building, public works, public safety, utilities, and fire.
- Conducted site inspections to determine projects in compliance.
- Coordinated with the City Attorney, City Engineer, and other officials in matters relating to planning and zoning and growth management.

SENIOR PLANNER

1996 – 1999

LaRue Planning and Management Services, Ft. Myers, FL

- Provided planning services for small municipalities (under 5,000 population) and counties (under 36,000 population) throughout Florida.
- Reviewed applications for residential, commercial and industrial development.
- Evaluate alternatives and compliance with municipal policies
- Prepared Comprehensive and Master Plans in accordance with State growth management laws.
- Prepared staff reports to the Planning Commission and governing bodies regarding the application of land development regulations.

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jthomas11@bellsouth.net

- Compiled, organized, and analyzed city planning data on economic, social, and physical factors affecting land use, using statistical methods and recommended measures affecting land use, public utilities, community facilities, housing, and transportation.
- Provided project manager skills for small planning projects, including analyzing and evaluating site and architectural plans, performing technical review for project plans and applications and making recommendations.

MEMBERSHIP/VOLUNTEER

School Advisory Council (SAC), President, Lake Worth Middle School	2019 -
American School Counselor Association, Member	
Planning & Zoning Board, Lake Park, Florida, Chair	2009 – 2021
AICP (member lapse)	1997 – 2009
Commission Candidate, Town of Lake Park	2021 – 2022
Lead Classroom Teachers Association Union Rep (Lake Worth Middle School)	2022

CERTIFICATION/SKILLS

Guidance Counseling (PreK-12)
Gifted Endorsed (PreK-12)
AVID Trained Instructor
Clinical Educator
Supreme Court Mediator
Proficient in Microsoft Office and with modern classroom technology (SMARTboard)

Matthew C Goforth
821 Federal Hwy
Lake Park, FL 33403
(561) 252-1113
mattgosports@gmail.com

EDUCATION

Palm Beach Gardens Community High School

University of Florida, Gainesville, FL. BA in Business Administration, Outside Area of Specialization, Mass Communication

EXPERIENCE

MANSFIELD GROUP, Chattanooga, TN

Territory Manager, 2014– 2020

- Work as outside sales representative in Florida
- Proven sales record selling a wide assortment of bicycles & accessories

ON YOUR MARK PERFORMANCE CENTER, Lake Park, FL

President, 2007-Present

- Prior to 2014, managed the day to day operations.
- Procurement of service related parts
- Forecasting and managing inventory for seasonal changes

KHS BICYCLES, Rancho Dominguez, CA

Territory Manager, 2011-2014

HONORS AND ACTIVITIES

EAGLE SCOUT, Boy Scouts of America

SIGMA CHI FRATERNITY, University of Florida

BOSCH eBike Service CERTIFIED

Florida Real Estate License Holder

BIO

Matt's parents moved him to Florida at the very young age of 3. From that time he has become a fixture in sports in the state. Starting out playing baseball and soccer, then continuing through highschool and college. In a short time, cycling became an outlet for his competitive spirit and work ethic. He graduated in the summer of 2001, and quickly started his first business. In 2007 he and his wife Julie opened On Your Mark and they have successfully built a profitable bike shop. Matt's family is full of entrepreneurs and it's a trait he draws from on a day to day basis. Matt is self motivated and goal driven. He has completed 3 Ironman events and countless centuries and races. Mountain biking is his passion. Matt can often be found coaching the local youth triathlon team, or guiding workouts and rides.

Lake Park 5k

Budget Worksheet

Based on 300 entries.

Item			Expenses	Notes
Permits				
Police/Rescue				
Advertising/Printing			200	
Portable Toilets		3 Boxes per United?	540	
Barriers/Course Materials			500	
MOT				
Race Bibs + Artwork				
Timing Services			7500	
Promo	300	8.5	2550	
Other Promo	50	5	250	
Water Stop Materials				
Awards	9	15	135	
Food/Beverage (Start)				
Food/Beverage (Finish)				
Eventbrite	3.7% + \$1.79/Reg			
Other:				

Contribution to Historical Society 2500

Total Expense 14175

Anticipated Income

Presenting Sponsor	2000	1	2000
Sponsor 2	1000	2	2000
Sponsor 3	500	4	2000
Sponsor 4	250	8	2000
Total Sponsorship			8000

Entries (Early)	25	200	5000
Entries (Full Price)	35	75	2625
Entries (Day of)	40	25	1000
Entries (Kid's)	0	15	0

Total Revenue 16625

Net 2450

CONTRIBUTION/MATCH WORKSHEET

Please provide information for each donation (not including volunteer hours) to be used as part of the grant project. Please make as many copies of this worksheet as necessary in order to include each contribution and/or match.

Grant Project Name: Kelsey City 5K Run/Walk to Benefit the Lake Park Historical Society

Donation Type: ☐ Cash ☐ Services ☐ In-kind ☒ Goods/Materials
(Check all that apply) ☐ Other _____

Donor Information:	
On Your Mark Performance Center	
Organization/Company/Individual Name	
821 Federal Hwy (US-1), Lake Park,	33403
Address	City/Zip Code
(561)842-2453	matt@oymbike.com
Telephone	Email

Detailed/Itemized Description of Contribution/Match: _____

Beach Cruiser Bike

Total Value of Contribution/Match: \$ 600.00

(The value of in-kind contributions must be determined by the donor, not the applicant)

Authorized Signature of Donor

Date _____

2/3/23

CONTRIBUTION/MATCH WORKSHEET

Please provide information for each donation (not including volunteer hours) to be used as part of the grant project. Please make as many copies of this worksheet as necessary in order to include each contribution and/or match.

Grant Project Name: Kelsey City 5K Run/Walk to Benefit the Lake Park Historical Society

Donation Type: _____ Cash _____ Services _____ In-kind X Goods/Materials
(Check all that apply) _____ Other _____

Donor Information: Huma Hydration

Organization/Company/Individual Name

200 Delaware Avenue, Madison, TN

37115

Address

City/Zip Code

(858)829-3466 Telephone lauren@bullishendurance.com Email

Detailed/Itemized Description of Contribution/Match: _____

Hydration drinks and protein snacks

Total Value of Contribution/Match: \$ 970.00
(The value of in-kind contributions must be determined by the donor, not the applicant)

Authorized Signature of Donor

Date 2/3/2023

2/3/2023

Small Charitable Organization/Sponsors Registration Application

[PREVIOUS](#)[NEXT](#)

Florida Department of Agriculture and Consumer Services Division of Consumer Services



**NICOLE "NIKKI"
FRIED
COMMISSIONER**

SMALL CHARITABLE ORGANIZATIONS/SPONSORS REGISTRATION APPLICATION

Solicitation of Contributions Act
Chapter 496, Florida Statutes
Rule 5J-7.004, Florida Administrative Code

1-800-HELP-FLA (435-7352)
850-410-3800 Calling Outside Florida
www.800helpfla.com • 850-410-3804 Fax

NO FEE REQUIRED

All documents and attachments submitted with this application are subject to public review pursuant to Chapter 119, F.S.

[Edit](#) **Business Information** [Top](#)

Legal Name: LAKE PARK HISTORICAL SOCIETY
Business Phone: 561-848-1635
Business Address: 3661 BAHAMA RD
PALM BEACH GARDENS Florida 33410-2368
Mailing Address: 3661 BAHAMA RD
PALM BEACH GARDENS Florida 33410-2368
Email Address: conchchowder@att.net
Fictitious Names** Not Applicable

**All fictitious names must be registered with the Division of Corporations. If business is a corporation then 'Name' is the legal name of the business as listed with the Division of Corporations. You must list all names under which you intend to do business.

[Edit](#) **Organization Information** [Top](#)

Form of Organization: Corporation
FEIN: 65-1002809
Established In: Florida **Legally Established:** 1/1/1998

[Edit](#) **Business Details** [Top](#)

Month/Day fiscal year ends: 12/31

Organization's Internal Revenue Service Status: 501(c)(3)

Purpose of the Organization:

TO PROMOTE THE RESTORATION, PRESERVATION AND MAINTENANCE OF THE TOWN'S HISTORICAL ARTIFACTS, BUILDINGS, SITES AND PLACE, AND TO EDUCATE, INFORM AND FOSTER INTEREST IN AND APPRECIATION FOR THE HISTORY, CULTURE AND INHABITANTS OF THE TOWN OF LAKE PARK.

Purpose for which the contributions are used:

Address: 134 PARK AVE
LAKE PARK Florida 33403

Additional Information

1. Is this person exempt from Public Records? [s. 119.071(4), F.S.] **No**
2. Is this person compensated? **No**
3. Has this person been convicted of, found guilty of, pled guilty or nolo contendere to, or been incarcerated within the last 10 years as a result of having previously been convicted of, or found guilty of, or pled guilty or nolo contendere to, any felony, or crime involving fraud, theft, larceny, embezzlement, fraudulent conversion, misappropriation of property, or any crime arising from the conduct of a solicitation for a charitable organization or sponsor within the last 10 years? [s. 496.405(2)(d)5, F.S.] **No**

[Edit](#) **Financial Statement_** [Top](#)

Fiscal year ending: 12/31/2021

Financial statement source: Department's financial report form

Department's financial report form

Revenues

1. Contributions, gifts, grants, and similar amounts received 20
2. Government grants (must list sources and amounts)
3. Inventory sales
 - a. Gross Revenue
 - b. Less costs
 - c. Net Income
4. Special fundraising events
 - a. Gross revenue 50
 - b. Less expenses 0
 - c. Net Income 50
5. In-Kind contributions and services
6. Federated campaigns (must list sources and amounts)
7. Program service revenue
8. Membership dues and assessments
9. Other revenue (must list sources and amounts)
10. **TOTAL REVENUE (add lines 1 through 9)** \$ 70

Expenses

1. Program services (including payments to affiliates) 0
2. Management and general 0
3. Fundraising 0
4. **TOTAL EXPENSES (add lines 1, 2, and 3)** \$ 0

[Edit](#) **Supporting Documents (List of Sources and Amounts)** [Top](#)

Not Applicable

Lake Park Historical Society

EIN: 65-1002809 | Palm Bch Gdns, Florida, United States

Form 990-N (e-Postcard)

Organizations who have filed a 990-N (e-Postcard) annual electronic notice.
Most small organizations that receive less than \$50,000 fall into this category.

^ Tax Year 2021 Form 990-N (e-Postcard)

Tax Period:

2021 (01/01/2021-12/31/2021)

EIN:

65-1002809

Organization Name (Doing Business as):

LAKE PARK HISTORICAL SOCIETY

Mailing Address:

3661 Bahama Rd
Palm Beach Gardens, FL 33410
United States

Principal Officer's Name and Address:

Lawrence Parker

3661 Bahama Rd
Palm Beach Gardens, FL 33410
United States

Gross receipts not greater than:

\$50,000

Organization has terminated:

No

Website URL:

✓ Tax Year 2020 Form 990-N (e-Postcard)

✓ Tax Year 2019 Form 990-N (e-Postcard)

✓ Tax Year 2018 Form 990-N (e-Postcard)



Check-A-Charity

KNOW HOW YOUR MONEY IS BEING SPENT

LAKE PARK HISTORICAL SOCIETY, PALM BEACH GARDENS, FL

Registration Number :CH14400

Expiration Date : 8/19/2023

Revenue Source : DCS Financial Statement (12/31/2021)

Total Revenue : \$70.00

Program Services Expenses : \$.00 0%

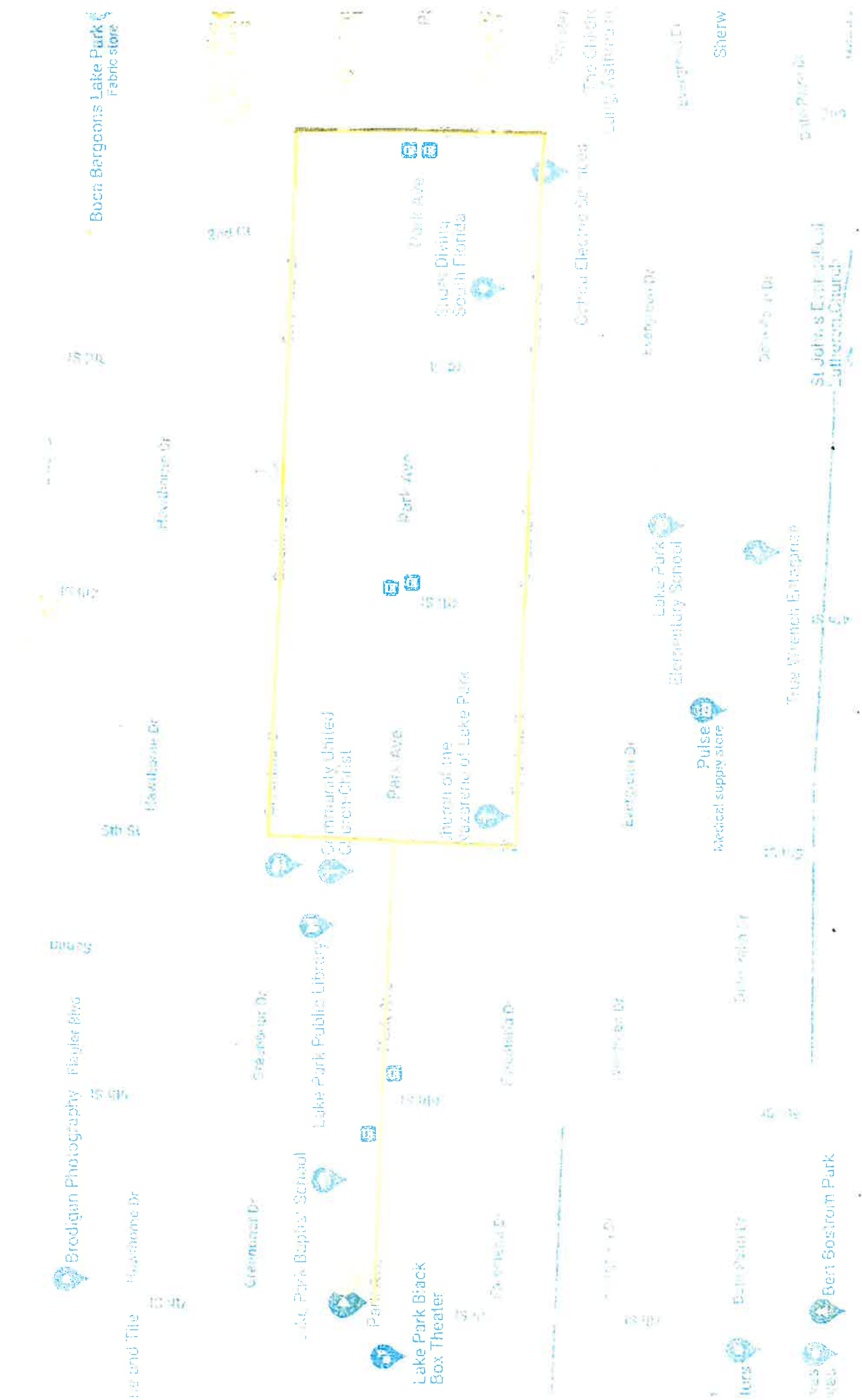
Total Expenses : \$.00

Administrative Expenses : \$.00 0%

Surplus/Deficit : \$70.00

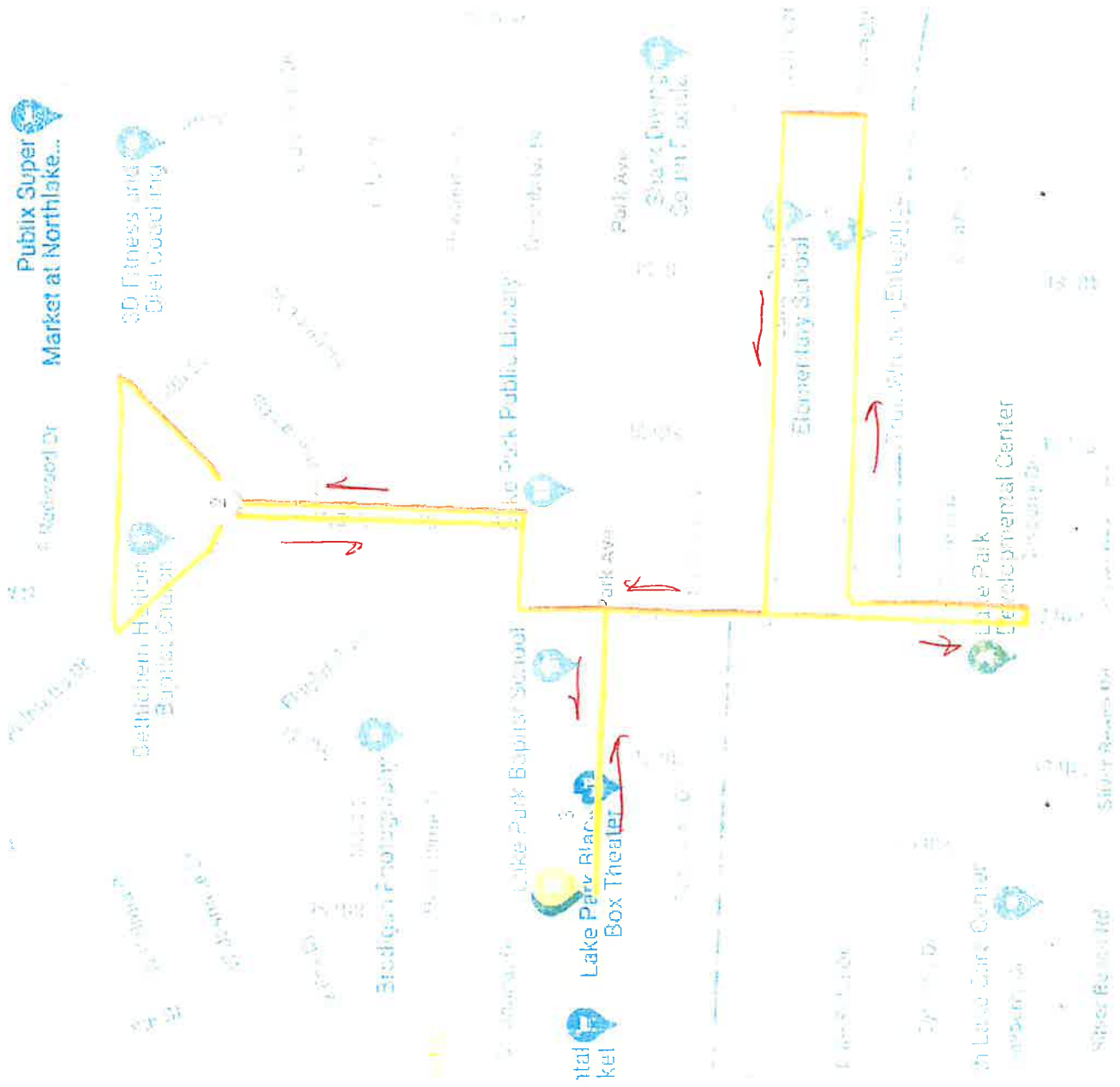
Fundraising Expenses : \$.00 0%

C 2 loops



B2 loops

A



APPLICANT NAME:

Lake Park Historical Society

2022-2023 GRANT RATING SHEET

RATING CRITERIA	MAXIMUM RATING POINTS	TOTAL POINTS AWARDED
Each application may be awarded a maximum of 120 points, as follows:	*****	*****
Project Description (How well does the application clearly describe the project and its goals?)	20	20
Demonstration of Community Need (How well does the application describe, communicate/address a community need?)	20	20
Evidence of Community/Applicant Strengthening (Does the project have the potential to strengthen the overall neighborhood and applicant?)	20	20
Community Support (Does the application provide evidence of community consensus for the project and resident involvement in the implementation?)	20	20
Appropriateness of Proposed Budget (Are the budget revenues and expenses clear and justifiable? Are funding sources appropriate?)	20	20
Bonus: 5 additional points will be awarded to applicants that attended the pre-application meeting	5	
Bonus: 5 additional points will be awarded to applicants that were not funded in the 2021-2022 funding round	5	5
Bonus: Up to 10 additional points may be allocated through the incorporation of sustainable/green initiatives directly related to the project and documented in the grant application.	10	0
TOTAL POINTS		105

The average score derived from the Grant Review Committee will be determined by dividing the total points awarded to an application by the number of scores. The highest scoring applications will be considered first. Funds will be allocated based on application average scores in descending order until funds are depleted. Funds will not be allocated to any application with an average score lower than 65.

REVIEWER NAME:

John D'Agostino

APPLICANT NAME: Lake Park Historical Society

2022-2023 GRANT RATING SHEET		
RATING CRITERIA	MAXIMUM RATING POINTS	TOTAL POINTS AWARDED
Each application may be awarded a maximum of 120 points, as follows:	*****	*****
Project Description (How well does the application clearly describe the project and its goals?)	20	20
Demonstration of Community Need (How well does the application describe, communicate/address a community need?)	20	10
Evidence of Community/Applicant Strengthening (Does the project have the potential to strengthen the overall neighborhood and applicant?)	20	10
Community Support (Does the application provide evidence of community consensus for the project and resident involvement in the implementation?)	20	10
Appropriateness of Proposed Budget (Are the budget revenues and expenses clear and justifiable? Are funding sources appropriate?)	20	15
Bonus: 5 additional points will be awarded to applicants that attended the pre-application meeting	5	0
Bonus: 5 additional points will be awarded to applicants that were not funded in the 2021-2022 funding round	5	5
Bonus: Up to 10 additional points may be allocated through the incorporation of sustainable/green initiatives directly related to the project and documented in the grant application.	10	0
TOTAL POINTS <u>70</u>		

The average score derived from the Grant Review Committee will be determined by dividing the total points awarded to an application by the number of scores. The highest scoring applications will be considered first. Funds will be allocated based on application average scores in descending order until funds are depleted. Funds will not be allocated to any application with an average score lower than 65.

REVIEWER NAME: Rivante Franks

APPLICANT NAME:

Lake Park Historical Society

2022-2023 GRANT RATING SHEET

RATING CRITERIA	MAXIMUM RATING POINTS	TOTAL POINTS AWARDED
Each application may be awarded a maximum of 120 points, as follows:	*****	*****
Project Description (How well does the application clearly describe the project and its goals?)	20	20
Demonstration of Community Need (How well does the application describe, communicate/address a community need?)	20	15
Evidence of Community/Applicant Strengthening (Does the project have the potential to strengthen the overall neighborhood and applicant?)	20	5
Community Support (Does the application provide evidence of community consensus for the project and resident involvement in the implementation?)	20	10
Appropriateness of Proposed Budget (Are the budget revenues and expenses clear and justifiable? Are funding sources appropriate?)	20	15
Bonus: 5 additional points will be awarded to applicants that attended the pre-application meeting	5	0
Bonus: 5 additional points will be awarded to applicants that were not funded in the 2021-2022 funding round	5	5
Bonus: Up to 10 additional points may be allocated through the incorporation of sustainable/green initiatives directly related to the project and documented in the grant application.	10	0
TOTAL POINTS		70

The average score derived from the Grant Review Committee will be determined by dividing the total points awarded to an application by the number of scores. The highest scoring applications will be considered first. Funds will be allocated based on application average scores in descending order until funds are depleted. Funds will not be allocated to any application with an average score lower than 65.

REVIEWER NAME:

Merrell Angstrom