



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 business entities 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). The 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 for the 2024-2025 fiscal year funding round is \$10,000. **No grant applications shall be put forth to the Commission to review for award either on a grant or reimbursement basis 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 required 100% match may be provided in the form of volunteer labor (which is valued at \$33.49 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 canceled 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.

Interested applicants may request a one-on-one meeting with the Town's Grant Writer/Chief Public Information Officer by emailing publicinformation@lakeparkflorida.gov. Such meetings must be scheduled and held no later than one week prior to the due date of the application.

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, 2025. 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 FY 2024-2025, the deadline for submittal of all applications is 5:00 PM Eastern Time on Friday, March 14, 2025.* All applications ***must be submitted electronically*** to grantapplication@lakeparkflorida.gov. The Town will receive the time-stamped application and the applicant will receive a time-stamped, auto-generated response as soon as the application is received. This time stamp shall be conclusive as to the timeliness of each submittal. No hard copies of applications will be accepted.

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. Eligible projects must, in the opinion of the Town Commission, directly benefit the citizens of the Town of Lake Park. Grants will not be made 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. Organizations/entities that are already in the Town's budget to receive project funding are not eligible to apply for additional funding through this grant program.

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 being funded/scheduled to be funded during the fiscal year by the Town or 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
- Residential improvements
- 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. ADDITIONAL REQUIREMENTS

Applications must be typed or neatly handwritten. All substantiating material (quotes, meeting minutes, match documentation, etc.) must be attached to the application at the time of submittal. All applicants are required to attend a pre-submittal meeting to be held on Tuesday, February 25, at 10:00 AM.



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

SECTION 1: APPLICANT INFORMATION

Legal Name of Applicant: Nicholas and Christen Thompson Foundation ("NCT Foundation")

Address: 5028 Misty Morn Road

City: Palm Beach Gardens State: FL Zip Code: 33418

Telephone Number: 954-729-9731

E-mail Address: info@palmbeachcountyimaginationlibrary.com

Date Organization Was Legally Established: 2020 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: Christen Thompson

Title: CEO

Contact Person for This Application: Christen Thompson

Telephone Number (if different from above): _____

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

local program partner of Dolly Parton's Imagination Library

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): 84-4644229

SECTION 2: DESCRIPTION OF PROPOSED PROJECT

Project/Organization Name: **Palm Beach County Imagination Library**

Address: **529 Park Avenue, Lake Park (www.palmbeachcountyimaginationlibrary.com)**

Detailed Project Description, Including Project Timeline (please attach a separate page if necessary):
Please see attached

Estimated Project Completion Date: **8/31/25**

(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

\$ 7,500

Compilation of matching funds:

Volunteer labor

(Calculate at \$33.49 per hour. Volunteer Labor Worksheet must be attached.)

\$ 2,500

Cash

(Please itemize on Contribution/Match Worksheet.)

\$ _____

Donated professional services

(Not including volunteer labor. Please itemize on Contribution/Match Worksheet.)

\$ 5,000

Donated materials/supplies

(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:

\$ 7,500

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.

The total amount of funding received will go toward Imagination Library books for children in the Town of Lake Park.

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)

The applicant is an eligible 501(c)(3) nonprofit organization that has been in existence for more than three years. The project directly benefits children/youth and families in the Town of Lake Park.

SECTION 5: REQUIRED DOCUMENTATION

The applicant shall submit the following documentation:

- 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
- 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 listed above:

- 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: REPORTING 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.

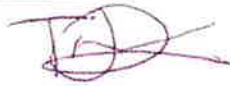


The following must be submitted to the Town in order to receive reimbursement:

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

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VOLUNTEER LABOR WORKSHEET

All volunteer labor hours must be allocated on or after April 3, 2025. Preparation of the grant application cannot be considered part of the volunteer labor hours)

Volunteer Information				
Type of Work	Name and Address	Phone Number	Number of Hours	Signature of Volunteer
Imagination Library volunteer	Tanesa Rattanabouyang Library Assistant - Children's	(561) 881-3330	25	
Imagination Library volunteer	Judie Cooper, Library Director 529 Park Ave, Lake Park	(561) 881-3330	25	
Imagination Library volunteer	Dania Batista Paneque Assistant Library Director	(561) 881-3330	25	
TOTAL HOURS			75	Please attach additional Volunteer Labor Worksheets if necessary
RATE			\$33.40 PER HOUR	
TOTAL VOLUNTEER LABOR VALUE			\$ 2,500	

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: Palm Beach County Imagination Library

Donation Type:

(Check all that apply)

☒

Cash

☒

Services

☐

In-kind

☐

Goods/Materials

☐

Other _____

Donor Information: Nicholas and Christen Thompson Foundation ("NCT Foundation")

Organization/Company/Individual Name

5028 Misty Morn Road, Palm Beach Gardens, FL 33418

Address

City/Zip Code

(561) 975-5526

thompsonfoundationfl@gmail.com

Telephone

Email

Detailed/Itemized Description of Contribution/Match:

Professional services including administration of project and performing marketing and enrollment tasks. Foundation funds will be allocated to purchase books, marketing materials, and supplies. Working as volunteers, the entire value of grant funding will be designated for purchasing Imagination Library books and the expenses of time and organizing volunteers to get the maximum enrollment potential for families in the Town of Lake Park.

Total Value of Contribution/Match: \$ 5,000

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

Christen Thompson
Authorized Signature of Donor

3/14/25

Date

2025 FLORIDA NOT FOR PROFIT CORPORATION ANNUAL REPORT

DOCUMENT# N20000001707

Entity Name: NICHOLAS AND CHRISTEN THOMPSON FOUNDATION, INC.

Current Principal Place of Business:

5028 MISTY MORN RD.
PALM BEACH GARDENS, FL 33418

Current Mailing Address:

5028 MISTY MORN RD.
PALM BEACH GARDENS, FL 33418 US

FEI Number: 84-4644229

Certificate of Status Desired: No

Name and Address of Current Registered Agent:

THOMPSON, CHRISTEN
5028 MISTY MORN RD.
PALM BEACH GARDENS, FL 33418 US

The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.

SIGNATURE:

Electronic Signature of Registered Agent

Date

Officer/Director Detail :

Title PRESIDENT
Name THOMPSON, NICHOLAS D
Address 5028 MISTY MORN RD
City-State-Zip: PALM BEACH GARDENS FL 33418

Title PRESIDENT
Name THOMPSON, CHRISTEN
Address 5028 MISTY MORN RD
City-State-Zip: PALM BEACH GARDENS FL 33418

Title VP
Name FAY, AUDREY
Address 10424 SE LEATHERBACK TERRACE
City-State-Zip: TEQUESTA FL 33469

Title VP
Name THOMPSON, JUDY
Address 8423 CLUB ESTATES WAY
City-State-Zip: LAKE WORTH FL 33467

Title VP
Name FAY, PAUL V
Address 10424 SE LEATHERBACK TERRACE
City-State-Zip: TEQUESTA FL 33469

Title VP
Name THOMPSON, SCOTT
Address 8423 CLUB ESTATES WAY
City-State-Zip: LAKE WORTH FL 33467

Title T
Name WERBLE, STEVEN L CPA
Address 300 NW 70TH AVE SUITE 200
City-State-Zip: PLANTATION FL 33317

I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am an officer or director of the corporation or the receiver or trustee empowered to execute this report as required by Chapter 617, Florida Statutes, and that my name appears above, or on an attachment with all other like empowered.

SIGNATURE: CHRISTEN THOMPSON

DIRECTOR

02/06/2025

Electronic Signature of Signing Officer/Director Detail

Date



NCT Foundation

NICHOLAS AND CHRISTEN THOMPSON FOUNDATION
NEVER CEASE TRYING

The mission of the Nicholas and Christen Thompson Foundation (“NCT Foundation”) is improving early childhood literacy in Palm Beach County by applying the values of the game of golf. Our motto is Never Cease Trying.

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

DEPARTMENT OF THE TREASURY

Date: **MAR 06 2021**

NICHOLAS AND CHRISTEN THOMPSON
FOUNDATION
5028 MISTY MORN RD
PALM BEACH GARDENS, FL 33418-7824

Employer Identification Number:
84-4644229
DLN:
26053443003490
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Form 990-PF Required:
Yes
Effective Date of Exemption:
February 10, 2020
Addendum Applies:
No

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 private foundation within the meaning of Section 509(a).

You're required to file Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation, annually, whether or not you have income or activity during the year. 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. Enter "4221-PF" in the search bar to view Publication 4221-PF, Compliance Guide for 501(c)(3) Private Foundations, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 1076



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

NICHOLAS AND CHRISTEN THOMPSON
FOUNDATION INC
5028 MISTY MORN ROAD
PALM BEACH GARDENS, FL 33418

Date: 02/27/2024
Employer ID number: 84-4644229
Form 990/990EZ/990-N required: Yes
Person to contact:
Name: Micah McDaniels
ID number: 91102
Telephone: 877-829-6670

Dear Applicant:

In your letter dated July 18, 2023, you requested a reclassification of foundation status as a public charity.

Our records indicate you are classified as a private foundation. You claim you're erroneously classified as a private foundation and are requesting correction of the error.

Based on the information you provided, we determined you meet the requirements for classification as a public charity described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi) and updated our records.

Because your tax-exempt status wasn't under consideration, you continue to be classified as an organization exempt from federal income tax under IRC Section 501(c)(3).

For important information about your responsibilities as a tax-exempt organization, go to 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.

This letter could help resolve questions on your foundation status. Keep it for your records.

Sincerely,

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements



FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES
COMMISSIONER WILTON SIMPSON

February 28, 2025

Refer To: DTN4044396 CH64491

NICHOLAS AND CHRISTEN THOMPSON FOUNDATION, INC.
5028 MISTY MORN RD
PALM BEACH GARDENS, FL 33418-7824

RE: NICHOLAS AND CHRISTEN THOMPSON FOUNDATION, INC.
REGISTRATION#: CH64491 EXPIRATION DATE: March 4, 2026

Dear Sir or Madam:

The Department has received your application submitted under Chapter 496, Florida Statutes, the Solicitation of Contributions Act. Effective July 1, 2013, qualified charitable organizations are exempt from the fee based registration if they meet the following criteria, but are still required to register annually using form FDACS-10110 which will be mailed to you approximately 35 days before the registration expiration date:

- * The charitable organization or sponsor has less than \$50,000 in total revenue during the preceding fiscal year.
- * The fundraising activities of the charitable organization or sponsor are carried on by volunteers, members, or officers who are not compensated and no part of the assets or income of the organization or sponsor inures to the benefit of or is paid to any officer or member of the above named charitable organization or sponsor.
- * The charitable organization or sponsor does not utilize a professional fundraising consultant, professional solicitor, or commercial co-venturer.

Based on the information provided, it appears your organization is not subject to the fee based registration and has complied with the filing requirements of s. 496.406. An annual registration is still required pursuant to s. 496.406(1)(d), Florida Statutes.

PLEASE NOTE: If you no longer meet one or more of the above listed qualifiers, you must submit a registration application using form FDACS-10100 with all required attachments and fees within 30 days of the qualifying change. A COPY OF THIS LETTER SHOULD BE RETAINED FOR YOUR RECORDS.

Every charitable organization or sponsor which is required to file under s. 496.406 must conspicuously display the registration number issued by the Department and in capital letters the following statement on every printed solicitation, written confirmation, receipt, or reminder of a contribution:

"A COPY OF THE OFFICIAL REGISTRATION AND FINANCIAL INFORMATION MAY BE OBTAINED FROM THE DIVISION OF CONSUMER SERVICES BY CALLING TOLL-FREE (800-435-7352) WITHIN THE STATE. REGISTRATION DOES NOT IMPLY ENDORSEMENT, APPROVAL, OR RECOMMENDATION BY THE STATE."

Sincerely,

Jose Llaque
Regulatory Specialist I
850-410-3707
Fax: 850-410-3804
E-mail: jose.llaque@fdacs.gov



NCT Foundation

NICHOLAS AND CHRISTEN THOMPSON FOUNDATION
NEVER CEASE TRYING

2025 BOARD OF DIRECTORS

Mr. Nicholas D. Thompson
President
5 years of service
Affiliations: PGA TOUR

Mrs. Christen Thompson
President
5 years of service
Affiliations: Attorney

Mr. Paul V. Fay
Vice President
5 years of service
Affiliations: Business Consulting

Mrs. Audrey Fay, M. Ed.
Vice President
5 years of service
Affiliations: Literacy

Mr. Scott Thompson
Vice President
5 years of service
Affiliations: Business Management

Mrs. Judith Thompson
Vice President
5 years of service
Affiliations: Gorfinkel Dentistry

Mr. Steven L. Werble, CPA
Treasurer
2 years of service
Affiliations: Werble Consulting Group

Palm Beach County Imagination Library

The project is the Palm Beach County Imagination Library. Dolly Parton started her Imagination Library in 1995 to inspire a love of reading in children, and since then has donated over 270 million books, making it the preeminent book gifting program in the world. The Imagination Library works through local affiliates, who enroll families and pay the monthly cost of books and mailing, while the Dollywood Foundation provides key systems including website, book ordering database, and negotiates the wholesale cost of books with the official publisher of the Imagination Library, Penguin Randomhouse.

Nicholas and Christen Thompson Foundation (“NCT Foundation”), a 501(c)(3) non-profit organization incorporated in 2020 by local PGA TOUR professional Nicholas Thompson and his wife, is the local affiliate of Dolly Parton’s Imagination Library in Palm Beach County. (See Attachment A, Memorandum of Agreement). Nicholas holds a degree in Business Management from Georgia Tech University, where he played golf collegiately. Christen is a member of the Florida Bar. She attended law school at Nova Southeastern University, and previously worked for the law firm Roberts, Reynolds, Bedard and Tuzzio, P.A.

The Imagination Library mails one free, high-quality, age-appropriate book per month to all children under age five enrolled, regardless of income, at no cost to the family. A child enrolled from birth through their fifth birthday will have a library of 60 books when they start kindergarten. The early years of childhood development are fundamental, and according to the National Commission on Reading, the “single most significant factor influencing a child’s early educational success is an introduction to books and being read to at home prior to beginning school.”

A large body of research supports the effectiveness of the Imagination Library in promoting literacy, kindergarten readiness, and future success in school. For example, a study in Tennessee concluded that graduates of the Imagination Library scored higher on standardized testing in both reading and math than non-participants, even when controlling for other factors such as socioeconomic and demographic variability, as well as pre-kindergarten attendance and individual family reading habits. (See Attachment B, Dolly Parton’s Imagination Library Impact Report 2021). The Imagination Library is extremely popular among participants. In 2012, the Imagination Library was recognized in the academic journal *Reading Psychology*, for “Increasing parental reading through book distribution.” The Imagination Library has also received the Best Practices from the Library of Congress Award (2014), the prestigious David E. Rubenstein Prize from the Library of Congress (2021), and the Eric Carle Angel Award (2022).

Imagination Library books are selected annually by a panel of early childhood literacy experts and include two bilingual titles, in English and Spanish, per year. The award-winning “Blue Ribbon Selection Committee” has chosen titles like *Corduroy* by Don Freeman, *Llama Llama Red Pajama* by Anne Dewdney, and many others. The first book every child receives is *The Little Engine That Could*, with a special introduction by Dolly Parton, and the graduation book each child receives is *Look Out Kindergarten, Here I Come!* Each Imagination Library book also

includes reading tips for caregivers to use when reading the books to their children, thereby improving family literacy. Research on family literacy demonstrates that parents, including parents with limited formal education themselves, actively work to support their children's literacy. *Connections between child and adult literacy regarding learning, skill levels and practices*. Prinsloo (2005) (citing Stein and Slonimsky, 2001).

Nearly 50% of third grade students in Palm Beach County read below grade level, as reported by Children's Services Council. By preparing children for kindergarten, the Imagination Library allows families to work proactively toward their child's future success in school. In zip code 33403, which comprises the Town of Lake Park as well as areas of West Palm Beach, poverty levels are higher for those with children under five years at 46.0%, and 59.7% of third grade children tested not on level.

The Imagination Library enrolls families according to age and location; all families with children under the age of five in a town and/or zip code where the Imagination Library is open and available, can enroll. This funding will allow the program to be available to all children under age five in the Town of Lake Park. According to 2020 U.S. Census Data, there are 670 children under the age of five in the Town of Lake Park. Since 2020, the Palm Beach County Imagination Library has served 1,300 children, and 926 are currently enrolled, while 86 of those participating live in Lake Park.

Programs at the Lake Park Library for families to learn about the Imagination Library, receive their first book, and enroll, will be held on: May 17th, June 21st, and September 6th. Due to ongoing construction at the library, these programs will be flexible and able to be held indoors at the library or outside as needed.

The monthly cost of books and mailing is \$1,742 per month, with \$6,968 budgeted for the project timeline.

Lake Park Literacy Carnival

The NCT Foundation was thrilled to receive grant funding from the Town of Lake Park in 2024 to administer Dolly Parton's Imagination Library. The program included a Literacy Carnival in Kelsey Park to celebrate World Literacy Day. Several community organizations volunteered at the event, providing tents, giveaway items and resources to attendees, including Children's Services Council, Lake Park Library, Bridges of Palm Beach County, Healthy Mothers, Healthy Babies Palm Beach County, New Worlds Reading, Boys Town South Florida, 211, and Pediatric Associates. Volunteers from the Junior League of the Palm Beaches and local nonprofit Care Crew also worked at the event.





Project Expenses	Funding Request	Narrative/Explanation
Imagination Library books for families with children in the Town of Lake Park during project timeline: \$6,968	\$6,968	Imagination Library books to be gifted in the Town of Lake Park, one book per month for all children under five
Lake Park Public Library Enrollment Events: \$250/event	\$750	Marketing, including signage and posters, catering including children's snacks, juice, and arts and crafts supplies for story time and enrollment event
Literacy Carnival at Kelsey Park	\$1,557	Bounce house, trackless train, and cotton candy machine rental - \$563 Pizza and refreshments - \$244 Face painter - \$750
"The Little Engine That Could" Imagination Library books	\$410	Copies of introductory Imagination Library book, "The Little Engine That Could" to distribute during events

TOTAL BUDGET: \$9,685

AGREEMENT

THIS AGREEMENT is entered into the 26 day of February, 2024, between **The Dollywood Foundation**, a Tennessee nonprofit corporation (herein the "Foundation") and Nicholas and Christen Thompson Foundation, Inc. [ADD NAME OF LEGAL ENTITY] (herein the "Affiliate").

WITNESSETH:

WHEREAS, the Foundation's mission is to share the life and legacy of Dolly Parton as an inspiration for all children to Dream More, Learn More, Care More and Be More (the "Mission"); and

WHEREAS, as a result of this Mission, the Foundation has created "Dolly Parton's Imagination Library" to assist in the early educational development of children by providing children from birth through the age of five, with monthly, age-appropriate books, free of charge to the families of such children ("Book Gifting Program"); and

WHEREAS, Affiliate is also committed the early educational development of children in Palm Beach County, Florida (the "Geographical Area") and desires to provide "Dolly Parton's Imagination Library" through the Book Gifting Program to the children in the Geographical Area; and

WHEREAS, the Foundation and Affiliate have determined that it is in their mutual interest to enter into this Agreement.

NOW, THEREFORE, for and in consideration of the covenants and promises set forth herein, the parties agree as follows:

1. Affiliate agrees that, with the assistance of the Foundation, it will provide "Dolly Parton's Imagination Library" through the Book Gifting Program in the Geographic Area, in accordance with the terms and conditions set forth herein.
2. Affiliate shall use the Foundation's registration and delivery system to distribute one (1) book per month, free of charge, to each child in the Geographical Area that has been registered in accordance with the guidelines established by the Foundation, which may change from time to time. Additionally, Affiliate shall be or partner with an entity qualified by the United States Postal Service for non-profit mailing rates.
3. Affiliate agrees to use the name "Dolly Parton's Imagination Library" and the official logo, attached hereto and made a part hereof as Addendum A (the "Logo"), in any and all written references to the Book Gifting Program, which shall include, but not be limited to, all brochures, fact sheets, advertisements, digital media, book labels, leaflets, annual reports, prospectuses, and any and all other forms of public written communication about the Book Gifting Program and "Dolly Parton's Imagination Library" (the "Materials"). Prior to utilizing any

Materials, Affiliate agrees to submit draft versions of all such Materials it will use for the Book Gifting Program to the Foundation below for review and approval. Affiliate agrees to only use Materials that have been approved by the Regional Director.

4. Affiliate agrees to make “Dolly Parton’s Imagination Library”, through the Book Gifting Program, available to every child under the age of five in the Geographic Area. Affiliate shall make reasonable efforts to register every child under the age of five and shall accept all pending registrations into “active” status before each monthly book order.

5. Affiliate shall register the home residence of each child for the delivery of the books, through the use of the United States Postal Service.

6. Affiliate agrees that the registration list shall be used solely for activities clearly related to the “Dolly Parton’s Imagination Library”, the Book Gifting Program, and this Agreement and Affiliate will not sell or use the registration list for any other purpose. Additionally, Affiliate agrees not to solicit the parents or guardians of any and all active participants in the Book Gifting Program for fees or donations of any kind. Affiliate agrees to abide by the Data Sharing Agreement attached hereto as Addendum B.

7. Currently, the approximate cost of the books and postage is \$26.00 per child per year, which is subject to change. Affiliate understands that it is responsible for (i) securing adequate funding to purchase the books through the Foundation, (ii) registering children from birth through the age of five (5) in the Geographical Area for the Book Gifting Program; and (iii) carrying out its other obligations as established by this Agreement. Affiliate understands and agrees that the Foundation does not provide any funding to the Affiliate to carry out the obligations set forth in this Agreement.

8. Affiliate shall pay the monthly invoices from the Foundation in full by the due date listed on each invoice. Affiliate shall utilize one of the payment options in accordance with the Foundation’s Payment Policy attached hereto as Addendum C.

9. The name, likeness, and image of Dolly Parton are valuable and irreplaceable, for which Dolly Parton and the Foundation cannot be adequately compensated if damaged or compromised. Therefore, Affiliate shall not have any right to use, except with the prior written consent of the Foundation, or as specifically set forth in Paragraph 3 above, Dolly Parton’s name, likeness or image, implied or otherwise, in conjunction with domain names, posters, signs, advertisements, products, packaging, or any other representation, whether in regard to the Book Gifting Program or otherwise, and whether during or after the Term of this Agreement. Except as is permitted in Paragraph 3 above, it is specifically understood and agreed by Affiliate that this Agreement prohibits the use of the name “Dolly Parton” and any image of Dolly Parton or her personal logos in photographs, written advertisements, and any other manner, without the prior written consent of the Foundation. The provisions of this Paragraph shall survive the termination of this Agreement.

10. Affiliate shall obtain written permission from the Foundation’s Book Publishing Partner to (i) use cover and internal artwork; and/or (ii) perform live dramatic performances, from

the books distributed to Affiliate through the Book Gifting Program. Affiliate agrees to contact the Foundation, in writing, with any requests in regard to (i) and (ii) herein.

11. (a) Affiliate shall not directly or indirectly, for or through itself or any other person or business entity, in any capacity, undertake to replicate or compete with "Dolly Parton's Imagination Library" or the Book Gifting Program except with the prior written consent of the Foundation (the "Competition Restriction"). This Competition Restriction specifically prohibits the use of the name, publisher, and mail service used by the Foundation, "Dolly Parton's Imagination Library" and the Book Gifting Program, unless prior written consent by the Foundation is granted. This Competition Restriction applies to the Geographical Area and to any and all other areas or localities, and shall remain in full force and effect for a period of five (5) years from the date of expiration or earlier termination of this Agreement. Affiliate hereby acknowledges and confirms that a breach of this Competition Restriction will cause immediate and irreparable injury, loss, and damage to the Foundation, "Dolly Parton's Imagination Library" and the Book Gifting Program and that an adequate remedy at law for such injury, loss, or damage may not exist. Therefore, Affiliate agrees that, in the event of any such breach, the Foundation shall be entitled to institute and prosecute proceedings in a court of competent jurisdiction to obtain temporary and permanent injunctive relief to enforce this Competition Restriction, in addition to any other remedies that may be available to the Foundation at law or in equity.

(b) Affiliate shall not directly or indirectly, for or through itself or any other person or business entity, in any capacity, share, utilize, publicize, replicate, or profit from any and all non-public, proprietary information obtained from the Foundation or any entity working with the Foundation, including, but not limited to, the Book Order System, the book and mailing pricing, and the Book Gifting Program.

(c) Neither the Foundation nor Affiliate will make any public disclosure of this Agreement without the prior written consent of the other party hereto.

12. All attachments to this Agreement are deemed to be a part of this Agreement and are incorporated herein by reference.

13. This Agreement may be cancelled by either party by providing one hundred twenty (120) days' written notice to the other party prior to the end of the Term or Renewal Term, as the case may be, of this Agreement. Additionally, if Affiliate shall breach any of the terms or conditions of this Agreement, the Foundation may terminate this Agreement by written notice delivered in accordance with Paragraph 17 below and this Agreement shall immediately terminate upon the giving of such notice. Upon termination, Affiliate shall (i) immediately return all Materials in Affiliate's possession to the Foundation, (ii) pay all invoices for book orders placed up to the date of termination, and (iii) cease using any Materials associated with "Dolly Parton's Imagination Library", and the Book Gifting Program.

14. The parties agree that Tennessee law shall apply to the terms and conditions of this Agreement and the parties agree to jurisdiction in the courts located in Tennessee.

15. This Agreement may be executed in any number of counterparts, all of which, when taken together, shall constitute one original.

16. Affiliate may not assign this Agreement without the written consent of the Foundation. Upon approval by the Foundation and the assumption of this Agreement by such approved assignee, except for the provisions set forth in Sections 9 and 11 of this Agreement, Affiliate shall be released from all future liability under this Agreement.

17. In the event that notices are required for any reason under the terms of this Agreement, all notices, shall be in writing and given by (a) hand delivery; (b) express overnight delivery service; (c) certified or registered mail, return receipt requested; or (d) electronic mail message, and shall be deemed to have been delivered upon (i) receipt, if hand delivered; (ii) the next Business Day, if delivered by a reputable express overnight delivery service; (iii) the third Business Day following the day of deposit of such notice with the United States Postal Service, if sent by certified or registered mail, return receipt requested; or (iv) confirmation of electronic transmission. Notices shall be provided to the parties and addresses (or facsimile numbers, as applicable) specified below or to such other address or such other person as either party may from time to time hereafter specify to the other party in a notice delivered in the manner provided herein:

If to The Foundation:

The Dollywood Foundation
111 E Main St, 2nd Floor,
Sevierville, TN 37862
Telephone: 865-428-9606
Fax: 865-428-9612
Email:

If to the Affiliate:

Nicholas and Christen Thompson Foundation
5028 Misty Morn Rd
Palm Beach Gardens, FL 33418
Telephone: 954-729-9731
Fax: _____
Email: thompsonfoundationfl@gmail.com

18. Affiliate agrees at all times to indemnify and save harmless the Foundation from and against any and all claims, actions, damages, liabilities and expenses, including, but not limited to, attorneys' and other professional fees and expenses, in connection with loss of life, personal injury and/or damage arising from the use by Affiliate of the Book Gifting Program, or arising from any breach or default in the performance of any obligation on Affiliate's part to be performed under this Agreement, or resulting from or arising out of the act or omission of Affiliate, its agents, employees or invitees.

19. No provision of this Agreement shall be deemed waived or amended except by a written instrument setting forth the matter waived or amended and signed by the party against

which enforcement of such waiver or amendment is sought. Waiver of any matter shall not be deemed a waiver of the same or any other matter on any future occasion.

20. This Agreement constitutes the entire agreement between the Foundation and Affiliate and there are no other representations, warranties or agreements, written or oral, between the Foundation and Affiliate with respect to "Dolly Parton's Imagination Library", the Book Distribution Program or this Agreement. Notwithstanding anything in this Agreement to the contrary, upon the execution and delivery of this Agreement by the Foundation and Affiliate (a) this Agreement shall supersede any previous discussions, agreements, term sheets or commitment letters, (b) the terms and conditions of this Agreement shall control notwithstanding that such terms are inconsistent with or vary from those set forth in any of the foregoing agreements, and (c) this Agreement may only be amended by a written agreement executed by the Foundation and Affiliate.

21. This Agreement shall commence on and be effective 2/26/24, and shall expire one (1) year thereafter (the "Term"). The Agreement shall automatically renew each subsequent year (the "Renewal Term") unless written notification is provided by either party to the other in accordance with the notice and cancellation provisions of Paragraphs 13 and 17 of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day, month, and year first above written.

THE FOUNDATION:

THE DOLLYWOOD FOUNDATION

By: _____
Name: _____
Its: _____
Date: _____

AFFILIATE: *Christen Thompson*

By: Nicholas and Christen Thompson Foundation
Name: Christen Thompson
Its: President
Date: 2/26/24

ADDENDUM A	Brand Guide Page 20, Logo Usage and Co-branding
ADDENDUM B	Data Sharing Agreement
ADDENDUM C	Payment Policy

Dollywood Foundation

Attn: Operations Department
111 E MAIN STREET
2nd FLOOR
SEVIERVILLE, TN, 37862

Invoice

Date	Invoice	Account #
2024-04-30	2024-14682	*FLPALMBEACH*

E-mail: invoice@dollyfoundation.com

Bill To

Nicholas & Christen Thompson Foundation
Christen Thompson
5028 Misty Morn Rd
Palm Beach Gardens, FL, 33418-7824

**Please Pay
this Amount**

\$ 0.00

Make Check payable to: **Dollywood Foundation**

☐ Please check box if address is incorrect or has
changed, and indicate change(s) on reverse side.

List E-Mail Changes Here: _____
Additional E-mail: _____

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Dollywood Foundation

111 E MAIN STREET
2nd FLOOR
SEVIERVILLE, TN, 37862

P.O. No.

WOO-14682

Account

FLPALMBEACH

Quantity	Item Code	Description	Price Each	Amount
3	LETC Promo.	Carton of Little Engine Books for Promotional Use	97.03	291.09
0	Mailing - Promo	Mailing - Promotional Items/Supplies	131.94	0.00
0			0.00	0.00
0		Payment: card	0.00	0.00

Payments/Credit \$-423.03

Total \$423.03

*This invoice is payable within 10 days of the invoice date, and has been
calculated in your national currency.*

Balance Due \$0.00

Dollywood Foundation

Attn: Operations Department
111 E MAIN STREET
2nd FLOOR
SEVIERVILLE, TN, 37862

E-mail: invoice@dollyfoundation.com

Invoice

Date	Invoice	Account #
2024-06-21	2024-14862	*FLPALMBEACH*

Bill To

Nicholas & Christen Thompson Foundation
Christen Thompson
5028 Misty Morn Rd
Palm Beach Gardens, FL, 33418-7824

**Please Pay
this Amount**

\$ 0.00

Make Check payable to: **Dollywood Foundation**

☐ Please check box if address is incorrect or has changed, and indicate change(s) on reverse side.

List E-Mail Changes Here: _____
Additional E-mail: _____

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Dollywood Foundation

111 E MAIN STREET
2nd FLOOR
SEVIERVILLE, TN, 37862

P.O. No.

WOO-14862

Account

FLPALMBEACH

Quantity	Item Code	Description	Price Each	Amount
1	Dolly Stand-Up	Dolly Stand-Up (Cut-Out)	165.16	165.16
2	Libraries	Sample Set of Books	46.31	92.62
0	Mailing - Promo	Mailing - Promotional Items/Supplies	104.80	0.00
0			0.00	0.00
0		Payment: credit balance funds	0.00	0.00

Payments/Credit \$-362.58

Total \$362.58

This invoice is payable within 10 days of the invoice date, and has been calculated in your national currency.

Balance Due \$0.00

Business Adv Fundamentals - 3198: Account Activity Transaction Details

Post date: 06/14/2024

Amount: -5,000.00

Type: Transfer

Description: TRANSFER NICHOLAS AND CHRISTE:The
Dollywood Founda Confirmation# 0536461990

Merchant name: NICHOLAS AND CHRISTE:THE DOLLYWOOD
FOUND

**Merchant
information:**

**Transaction
category:** Uncategorized: Uncategorized



Premium Yellow Blue Red Bounce House with hoop \$129.00
No Banner attachment

Sat, Sep 7 10:00 am - 1:00 pm

x 1 = \$129.00



Trackless Train \$275.00

Sat, Sep 7 11:00 am - 12:00 pm

x 1 = \$275.00



Cotton Candy (60 Servings Approx. flossugar 3.25lb) \$89.00

Sat, Sep 7 10:00 am - 1:00 pm

x 1 = \$89.00

SubTotal \$493.00

Damage Waiver - Yes \$19.99 \$512.99

Product Set up - Two Units \$25.00 \$537.99

Delivery Fee for Lake Park \$25.00 \$562.99

Tax: 0% \$0.00 \$562.99

Total \$562.99

Min Payment Req'd \$25.00

Due \$562.99



Sparkling Face Art

Sparkle Events and Entertainment | (561) 570-6067 | sparklingfaceart@gmail.com

FL

sparklingfaceartfl.com

This document is ready for review and signature. If you have any questions, just ask!

Client Name: Palm Beach County Imagination Library

Client Email: info@palmbeachcountyimaginationlibrary.com

Event Date: Sat, Sep 7, 2024

Event Time: 10:00am

Location: 601 Federal Hwy, Lake Park, FL 33403, USA

Face Painting for 3 hrs (10am-1pm) -artist1

Face Painting for 3 Hrs 10am-1pm)- artist 2

Total: \$750

Contract

This contract describes the agreement and includes a contractual obligations made between Sparkling Face Art hereinafter referred to as "ARTIST" or "I" or "WE" or "OUR" or "US" and "Palm Beach County Imagination Library" hereinafter referred to as "CLIENT" or "YOU" or "YOUR" and collectively known as the "PARTIES" on ... (Sat, Sep 7, 2024). The Artist and The Client are each referred herein as a "PARTY" and collectively known as the "PARTIES".

Business Adv Fundamentals - 3198: Account Activity Transaction Details

Post date: 09/09/2024

Amount: -243.79

Type: Debit card

Purchaser: CHRISTEN THOMPSON

Description: PAPA JOHN S 573 09/05 PURCHASE
9545689596 FL DEBIT CARD *9020

Merchant category: Fast Food Restaurants

**Merchant category
code:** 5814

Merchant name: PAPA JOHNS PIZZA

**Merchant
information:** 9545689596,FL

Online purchase: Y

**Transaction
category:** Restaurants & Dining: Restaurants/Dining