

COUNCIL WORK SESSION  
Tuesday, August 13, 2013, 4:30 p.m.  
Casper City Hall  
Council Meeting Room

AGENDA

1. Recap of WY Senior Olympics
2. Funding Process
3. Health Plan Design Recommendations
4. Community Promotions Applications Round One Voting

August 8, 2013

MEMO TO: John C. Patterson, City Manager  
FROM: Carolyn Griffith, Recreation Division Manager  
SUBJECT: 2013 Wyoming Senior Olympics Games Summary

Summary:

Competitions and social events for the 27<sup>th</sup> Annual Wyoming Senior Olympics were held in Casper July 9-13, 2013. There were 352 individuals, aged 50 years and over, who were registered in over 500 total events in 24 different sports. Two hundred thirty five (235) individuals were from outside of Natrona County. A total of 21 venues including nine (9) City-owned parks or facilities were utilized during the Senior Olympics.

The Planning and Organization Committee and the Wyoming Senior Olympics Board of Directors were satisfied with the quality of the event and the participation levels. The Wyoming Senior Olympics will be held in Casper in 2014, July 9-12. National Senior Games are held every other year. 2014 is a qualifying year for the 2015 National Senior Games scheduled for Minneapolis. Past trends indicate that 2014 State participation numbers will be significantly increased as a result of the National Games qualification possibilities.

August 13, 2013

MEMO TO: Her Honor, The Mayor, and Members of City Council

FROM: John C. Patterson, City Manager

SUBJECT: Funding Community Projects

Recommendation:

That Council contract with the Community Action Partnership to fund operational requests of agencies that provide critical human and social needs, and for the Council to be the body that allocates dollars for capital needs.

Summary:

A philosophical discussion of the City's role in supporting human and social services agencies is needed to provide direction to staff. If it is determined to be in the best interest of the City to assist in meeting those needs, then guidelines and a procedure for the orderly disposition of money should be developed.

In addition to the normal pressures on human service agencies to secure funding for operations, the current year has brought some additional stresses to the funding stream for these agencies. Federal sequestering and State budget cuts are projected to impact local service providers who utilize these sources of funding, resulting in local agencies approaching the City to replace lost funding for operations. Specifically, cuts in senior support funding, child support/development funding, health care funding, general social services grant funding and programs that support Meals on Wheels could result in local agencies approaching the City to supplement their budgets. The extent, timing and actual impact of the funding reductions are difficult to determine based on the limited information available.

Through the years, the City has received many inquiries from non-profit organizations for funding. The ranges of requests are to cover everything from operating expenses, to equipment needs, to new facilities. They are from thousands to millions. Past City Councils struggled with how to best handle these requests and in 1984 the City and County set up a Human Services Commission under the State of Wyoming Community Human Services Act of 1979. The Commission was charged with recommending local government funding for human services. The Commission was housed within the County organization and funded jointly by the City and County.

In 2003 the Human Services Commission became the Community Action Partnership under an agreement which permitted the organization to comply with certain Federal requirements and qualify for additional grant funding. The new organization (CAP) is governed by a board which is appointed by both the City and County, and administers funding for the administration of human services programs. The specific directive of the agreement is for assistance to low

income individuals and families to acquire useful skills and knowledge, gain access to new opportunities and achieve economic self-sufficiency. The funding which is provided for operations of CAP comes directly from the City and County General Funds.

Since 2003 CAP has provided excellent service to the City and County in accepting the grant applications from human service agencies for operating funds and identifying and prioritizing community needs. CAP participated in the Optional 1% #14 Process and submitted formal requests for funding from 1% to be used for grants. CAP requested and received a total of \$700,000 or \$175,000 per year from Optional 1%#14 for the grant program. The total amount of funding allocated to human and social service agencies in the FY13 Budget which includes both operating and capital funding is outlined in Attachment A.

The City Council has also received requests through the years for Capital Funding for projects that benefit nonprofit organizations including human services agencies. Those requests have generally been directed to the 1% Process, and funding has been allocated for buildings and equipment purchases during the timeframe of a particular 1% issue.. It has only been in the last two years that Council has received additional requests for capital funding from the Excess 1% funds and has considered those requests rather than refer them to the next 1%.

Last year, in an effort to address these capital requests from several organizations, the Council scheduled a meeting in August, 2012 to consider the requests. There were several internal needs also under review at that time. August was established as the timeframe, because good fiscal year fund balance numbers would be available. At that August meeting, the excess Optional 1%#13 Sales Tax funds and the FY12 fund balance contribution were allocated to meet two agency requests, and several internal needs. Almost \$4 million was added to the Perpetual Care Fund which included all of the interest earnings during the 4 years of the issue, and \$3 million from the Excess funds. (See attachment B).

Since the \$2.5 million approved for the Wyoming Food Bank of the Rockies was not appropriated in the January budget, a flood of inquires for those funds have appeared. Many of these meet the constitutional and statutory requirements for funding (see attached citations). As you read the highlighted sections, you will see worthy need after worthy need. If the City funds those agencies that work to meet those worthy needs, the City's funds are leveraged with the resources, talents and passions of those non-profits. A community good is served by each of these; hence the allowance set forth in the state law.

If it is decided that there is a duty and a benefit associated to continue with this funding, then a process should be put in place for consideration of requests for both operational and capital needs. A method needs to be developed for the fair and orderly distribution of funds.

If a process were to be undertaken by the City of Casper to evaluate and prioritize funding requests for operations, the process should begin with the determination of the community needs, in order to determine what needs are most critical. Second, would be the preparation of a request for proposals (RFP) to solicit proposals from organizations that would qualify as meeting the determined critical needs. The level of funding to be made available, the outcomes to be achieved, and an accountability measurement component would need to be defined prior to the

RFP's being issued. A single annual time frame for proposals/applications, review and allocation and appropriation would be instituted. This process would be in addition to the Community Promotions Funding process.

An alternative to an in-house system to consider applications for operating funds would be to contract with an agency for the administration of these funds within the City Council's established guidelines. Presently, the City contracts with the Casper Area Economic Development Alliance for economic development services, and the Community Action Partnership for distribution of social services funding. If Council would like to increase the funding available for grants through CAP with a direct contribution from the General Fund, it would be possible to simply direct future requests for operating funds from agencies to CAP and take advantage of their already established grant process, and their expertise in identifying and quantifying community needs.

If Council would prefer to continue to handle the requests for capital funding through the Optional 1% Process, and then establish a formal process for considering requests for any excess 1% funds that might be available, staff is ready to provide some structure to that process which would allow for requests to be directed to a single time frame after the excess funding has been identified. It is important to specify the timeframe and to make certain it is widely advertised to allow all of the human service agencies to participate. Taking applications outside this timeframe should be discouraged unless there are additional funds which become available as a result of unused funding (i.e. Wyoming Food Bank).

ATTACHMENT A

FY2013 BUDGET ALLOCATIONS FOR SOCIAL SERVICES

<u>COST CENTER</u>	<u>LINE ITEM</u>	<u>AMOUNT</u>
City Council	Community Promotions – Direct Payments	\$48,778
Health, Social & Community Services	Human Services – General	\$39,867
	Human Services – 1%#14	\$175,000
	Human Services – Administration	\$76,299
	United Way Kickoff	\$2,500
	Youth Crisis Center	\$60,000
	Child Advocacy Project	\$30,000
Capital Projects	Youth Crisis Center	\$1,768,740
	Youth Crisis Center Contributions	\$600,000
	Life Steps Campus	\$400,000
	Boys & Girls Club	\$1,000,000
	12-24 Club	\$200,000
1%#14 Sales Tax	CATC	\$165,645
ARRA Fund	Life Steps Campus – Federal Funds	\$124,817
	Local Match	\$100,000
Transit Fund	CATC Local Match – General Fund	\$346,762
CDBG	CATC Tickets – Agencies	\$30,000
CDBG	Housing Assistance Programs	\$33,000
CDBG	Life Steps Campus Bldg Improvements	\$10,000
Casper Rec Center	Foundation Contribution – Scholarships	\$6,000
<b>TOTAL</b>		<b>\$5,217,408</b>

**ATTACHMENT B**

**EXCESS 1% #13 ALLOCATION**

**TOTAL AVAILABLE 3/18/13 \$12,681,532**

**CITY PROJECTS**

<u>Project Description</u>	<u>Allocated Funding</u>
Car-Per-Officer (Police Fleet)	\$2,370,738
Perpetual Care	\$3,000,000
Casper Service Center Generator	\$700,000
Downtown Parking Structure Bathrooms	\$250,000
Aerial Fire Truck	\$1,500,000
Municipal Golf Course Maintenance Building	\$1,500,000
<b>TOTAL CITY PROJECTS</b>	<b>\$9,320,738</b>

**COMMUNITY PROJECTS**

<u>Project Description</u>	<u>Allocated Funding</u>
Boys & Girls Club – Land/Improvements All American Center	\$1,000,000
Platte River Parkway – Ft. Casper Underpass	\$102,000
12-24 Club – Building Renovations	\$200,000
<b>TOTAL COMMUNITY PROJECTS</b>	<b>\$1,302,000</b>
<b>BALANCE EXCESS 1%#13 (6/18/13)</b>	<b>\$2,058,794</b>

V. H. McDonald, Administrative Services Director, presented a report on a proposal to increase the Rocky Mountain Power franchise fee from 4% to 5%, and to dedicate the proceeds to support economic development. Council discussed potential use of the funds to finance line extensions or to provide sustainable funding for Casper Area Economic Development Alliance, Inc. Council asked staff to develop a proposal which would open the section of the franchise agreement which deals with the franchise fee for further consideration.

City Manager Patterson asked Council for feedback on the current process for handling requests from nonprofits for funding for operations and for capital projects. Council agreed that they prefer to leave the current process in place, which provides for distribution of Community Promotions Funds twice a year, and consideration of other requests during the annual budget process.

Fire Division Chief Tim Cortez presented a proposal from the Casper Fire-EMS Department for a formal EMS Collaborative Paramedic Health Care Initiative, in cooperation with Wyoming Medical Center. This is intended to support efforts to improve the overall delivery of preventive health care to citizens through clinics and services out of the five fire stations. Council indicated their support for the proposal.

Councilman Cathey asked that second reading of the ordinance pertaining to smoking in public places be postponed to May 21, 2013, since he will be out of town on May 7, 2013. Council agreed to the delay.

At 8:43 p.m., it was moved by Councilman Sandoval, seconded by Councilman Meyer, to adjourn into executive session for the purpose of discussing personnel matters, potential litigation and contract negotiations. Motion passed unanimously.

At 9:45 p.m., it was moved by Councilman Bertoglio, seconded by Councilman Hopkins, to adjourn the executive and work sessions. Motion passed unanimously.

**CONSTITUTION OF THE STATE OF WYOMING**

**Article 16. PUBLIC INDEBTEDNESS**

*Current through 2011*

**§ 6. Loan of credit; donations prohibited; works of Internal Improvement**

Neither the state nor any county, city, township, town, school district, or any other political subdivision, shall loan or give its credit or make donations to or in aid of any individual, association or corporation, except for necessary support of the poor, nor subscribe to or become the owner of the capital stock of any association or corporation, except that funds of public employee retirement systems and the permanent funds of the state of Wyoming may be invested in such stock under conditions the legislature prescribes. The state shall not engage in any work of internal improvement unless authorized by a two-thirds (2/3) vote of the people.

Wyoming Statutes

**Title 15. CITIES AND TOWNS**

**Chapter 1. GENERAL PROVISIONS**

**Article 1. POWERS AND MISCELLANEOUS MATTERS**

*Current through Laws 2013, c. 16*

**§ 15-1-103. General powers of governing bodies**

(a) The governing bodies of all cities and towns may:

(i) Sue and be sued;

(ii) Have and use a common seal;

(iii) Purchase and hold real and personal property for their use including real estate sold for taxes;

(iv) Sell, convey and lease any estate owned and make any orders respecting it deemed to be in their best interest;

(v) Perform all acts in relation to the property and concerns of the city or town necessary to the exercise of its corporate powers;

(vi) Receive bequests, gifts and donations of all kinds of property in fee simple, or in trust for public, charitable or other purposes and do all things necessary to carry out their intended purpose;

(vii) Control the finances of the corporation, including providing by ordinance for:

(A) The preparation, maintenance and retention of required records and accounts;

(B) Any required reports to the director of the state department of audit's office; and

(C) If deemed necessary the preparation of independent audits of the financial condition of the city or town, which shall be conducted by a certified public accountant or a public accountant who has been in the practice of public accounting for a period of five (5) years as a principal.

(viii) Appropriate money by ordinance only and pay all necessary expenses, including supplies, salaries of employees and debts;

(ix) Levy and collect special assessments against persons or property to the extent allowed by the constitution and

the law;

(x) Borrow money on the credit of the corporation for corporate purposes as allowed by the constitution and the laws and issue warrants and bonds therefor in such amounts and forms and on such conditions as they determine;

(xi) Take all necessary action to plan, construct or otherwise improve, modify, repair, maintain and regulate the use of streets, including the regulation of any structures thereunder, alleys, any bridges, parks, public grounds, cemeteries and sidewalks;

(xii) In the manner provided in W.S. 15-7-301 through 15-7-305 vacate from public use any property acquired or held for park purposes, if:

(A) Repealed by Laws 1984, ch. 15, § 2.

(B) Repealed by Laws 1984, ch. 15, § 2.

(C) Repealed by Laws 1984, ch. 15, § 2.

(D) The city or town has held title to the property for more than ten (10) years and no substantial use has been made thereof for park purposes; or

(E) The property will be used for public school or public educational purposes after the vacation.

(xiii) License, tax and regulate any business whatsoever conducted or trafficked in within the limits of the city or town for the purpose of raising revenue, and any license taxes imposed shall be uniform in respect to the class of business upon which imposed;

(xiv) Regulate or prohibit the running at large within the city limits of any animals, impose a license fee for the keeping or harboring of dogs and establish and provide for the operation of a pound;

(xv) Regulate, license, tax or prohibit saloons and shooting galleries or places;

(xvi) Suppress or prohibit:

(A) All gambling games or devices except antique gambling devices as defined in W.S. 6-7-101(a)(x) and authorize the destruction thereof;

(B) Houses of prostitution and other disorderly houses and punish the keeper thereof and persons resorting thereto; and

(C) Other disorderly and vicious practices or conduct.

(xvii) Restrain and punish vagrants, mendicants and prostitutes;

(xviii) Regulate, prevent or suppress riots, disturbances, disorderly assemblies or parades, or any other conduct which disturbs or jeopardizes the public health, safety, peace or morality, in any public or private place;

(xix) Declare and abate nuisances and impose fines upon parties who create, continue or permit nuisances to exist;

(xx) Compel the attendance of witnesses for the investigation of matters before it and the presiding officer may administer the requisite oaths;

(xxi) Purchase, lease or rent land within or without the corporate limits for the deposit of refuse matter, govern the use of the land and make reasonable rules and requirements for hauling refuse;

**(xxii) Establish and regulate parks, zoological gardens and recreation areas within the city limits and upon land owned, leased or controlled outside of the city limits provided:**

**(A) The municipal court of the city or town has jurisdiction to punish any violator of the ordinances of the city or town governing those areas;**

**(B) The state game and fish commission is authorized to furnish to any city or town any game or animals requested, and the city or town shall pay the necessary expenses.**

(xxiii) Provide for the organization, support and equipping of a fire department and:

(A) Prescribe rules, regulations and penalties for governing the department;

(B) Establish regulations for the prevention of and extinguishing of fires;

(C) Make cooperative agreements or execute contracts for fire protection in accordance with W.S. 15-1-121.

(xxiv) Prevent the dangerous construction and condition of chimneys, fireplaces and any other heating appliance or apparatus used in and about dwellings, factories and other buildings, and cause any such dangerous condition or appliance to be removed or replaced in a safe condition, regulate and prevent the carrying on of manufacturing likely to cause fires and prevent the deposit of ashes in unsafe places;

(xxv) Prescribe the thickness, strength and manner of constructing any buildings and the construction of fire escapes therein, and provide for their inspection;

(xxvi) Provide for the repair, removal or destruction of any dangerous building or enclosure;

(xxvii) Define fire limits and prescribe limits within which no building may be constructed except of brick, stone, or other incombustible material, without

permission and cause the destruction or removal of any building constructed or repaired in violation of any ordinance;

(xxviii) Regulate or prevent the storage, use and transportation of any combustible or explosive material within the corporate limits or within a given distance thereof;

(xxix) Appoint a board of health and prescribe its powers and duties and:

(A) Establish quarantine ordinances;

(B) Own and regulate convalescent homes, rest homes and hospitals;

**(C) Contract for treatment and preventive services for the mentally ill, substance abuser and developmentally disabled as provided in W.S. 35-1-611 through 35-1-628.**

(xxx) Divide the city or town into suitable districts for establishing a system of drainage including surface water drainage, sanitary sewers and water mains and:

(A) Provide and regulate the construction, repair and use of sewers and drains;

(B) Provide penalties for violations of regulations;

(C) Assess against the property concerned any penalty or costs and expenses in compliance with regulations.

(xxxi) Take any action to establish, alter and regulate as deemed necessary the channels of streams, water courses and any other public water sources or supplies within the city;

**(xxxii) Establish, maintain and in a manner the governing body determines provide for the housing of public libraries and reading rooms and in connection therewith or separately public museums and:**

**(A) Purchase books and other appropriate material;**

(B) Purchase and receive as gifts or on loan any books, pictures, articles or artifacts relating to the history, resources and development of the United States and its parts and lands;

(C) Place a museum temporarily in charge of donors; and

**(D) Receive donations and bequests for the museum, in trust or otherwise, and make contracts and regulations for the care, protection and government thereof.**

(xxxiii) Grant franchises for such terms as the governing body deems proper to any utility company, provided no franchise may be entered into with any person in which that person is given an exclusive right for any purpose whatsoever and:

(A) Grant to any franchisee utility company the privilege to install and maintain necessary installations under or over any streets, alleys or avenues;

(B) Contract for a specified time period with any franchisee electric light or gas company for the necessary energy and service for the lighting of streets, public buildings or other requirements of the city or town;

(C) Upon renewal or initial grant or renewal after condemnation of a franchise, may provide in the franchise that the franchisee shall furnish a gas distribution system through which any supplier, including the franchisee, may sell and distribute natural gas as provided by subsection (b) of this section, to any person served by the distribution system, provided that before any city or town implements this subparagraph, the question of whether or not to do so shall be submitted to and approved by a majority of the electors of the city or town voting on the question at a one-time election called for that purpose.

(xxxiv) Establish and regulate a police department, pass ordinances relating to the department and adopt job descriptions for all department personnel;

(xxxv) Exercise the power of eminent domain and take property for public use within and without the city limits for any necessary or authorized public purpose as defined by W.S. 1-26-801(c);

(xxxvi) Require all buildings to be numbered by the owners, lessees, occupants or agents and in case of failure to comply with such requirements, cause the numbering to be done and assess the costs against the property or premises numbered;

(xxxvii) In addition to the appointed officers and employees provided by law, establish other positions as are necessary for the efficient operation of the city or town and:

(A) Prescribe duties and rules of all appointees;

(B) Determine working conditions or pay scales and supplementary benefits, as long as those provisions are not in conflict with existing statutes;

(C) During an emergency or special conditions warranting, make additional temporary appointments;

(D) Specify by ordinance that if any person is removed from office for incompetency, neglect of duty or otherwise for cause, the charges against that person shall be specified and the person removed shall be provided an opportunity for a hearing on the charges under procedures established in the ordinance;

(E) Make the cause of removal a matter of record.

(xxxviii) Cause compilations, codifications and comprehensive revisions to be made of all ordinances in

force and provide for their distribution, sale and exchange;

(xxxix) Lease lands owned or possessed outside the corporate limits which contain caves, caverns, or other natural formations to any person for the development and use of the natural formations on terms and conditions approved by the governing body;

(xl) With written permission of the landowner or governmental agency involved, reclaim for beneficial use substandard lands by filling excavations and other depressions with refuse from the cities and towns, provided the deposit of refuse and the reclamation of the lands shall be done in a manner approved by the landowner, adjoining landowners and in accordance with any applicable laws or ordinances;

(xli) Adopt ordinances, resolutions and regulations, including regulations not in conflict with this act and necessary for the health, safety and welfare of the city or town, necessary to give effect to the powers conferred by this act and, except as provided by paragraph (xlvi) of this subsection, enforce all ordinances by imposing fines not exceeding seven hundred fifty dollars (\$750.00), or imprisonment not exceeding six (6) months, or both. The governing body of a city or town may by ordinance impose a term of probation for battery which may exceed the maximum term of imprisonment established for the offense provided the term of probation, together with any extension thereof, shall in no case exceed one (1) year;

(xlii) Subject to subsection (d) of this section, take any action necessary to acquire any needed or useful property, or to construct, maintain, repair or replace any lawful improvement, development, project or other activity of any kind, or to participate, join or cooperate with other governments or political subdivisions, or departments or agencies thereof, for which funds may be borrowed from, granted or made available in whole or in part, on a matching basis or otherwise, by the United States of America or the state of Wyoming, or any subdivision, department or agency of either;

(xliii) License and regulate pawnbrokers and junk or secondhand dealers and provide for the examination of premises and business property of such persons pursuant to law for the purpose of discovering stolen property;

(xliv) Take into custody abandoned, or junk motor vehicles and parts or remains thereof which are nuisances and are on public property or on public streets, alleys and ways and:

(A) Remove and store the vehicles or parts at the expense of the owner;

(B) Permit redemption of the vehicles or parts;

(C) If not redeemed after giving public notice sell the vehicles or parts without warranty;

(D) Pay expenses from the sale; and

(E) After lapse of a reasonable length of time, deposit unclaimed proceeds from the sale of vehicles or parts into the general fund of the municipality.

**(xiv) Contract with nonprofit corporations, hospitals and clinics to provide human services for persons within its jurisdiction;**

(xlv) Adopt ordinances establishing pretreatment standards and requirements for municipal waste water collection systems and provide for enforcement of the standards and requirements through:

(A) Injunctive relief; and

(B) The assessment against industrial users of civil or criminal penalties for violations of, or noncompliance with, the pretreatment standards and requirements, provided the civil penalty shall not be less than one thousand dollars (\$1,000.00) and shall not exceed ten thousand dollars (\$10,000.00) a day for each day of violation. The proceeds of any civil penalty imposed by a district court under any ordinance adopted pursuant to this paragraph shall be deposited in the general fund of the city or town.

(xlvii) By ordinance, prohibit or authorize and regulate the operation of golf carts as defined under W.S. 31-5-102(a)(ix) on public streets and roadways within the corporate boundaries of the city or town;

(xlviii) Repealed By Laws 1999, ch. 22, § 2.

(xlix) Unless specifically prohibited by statute, accept negotiable paper in payment of any tax, assessment, license, permit, fee, fine or other money owing to the city or town or collectible by the city or town on behalf of the state or other unit of government, or in payment of any bail deposit or other trust deposit. As used in this paragraph, negotiable paper means money orders, paper arising from the use of a lender credit card as defined in W.S. 40-14-140(a)(ix), checks and drafts, including, without limitation, sales drafts and checks and drafts signed by a holder of a lender credit card issued by a bank maintaining a revolving loan account as defined in W.S. 40-14-308, for lender credit card holders. The acceptance of negotiable paper by the governing body under this subsection shall be in accordance with and subject to the same terms and conditions provided by W.S. 18-3-505. Any fees assessed for processing a credit card payment may be borne by the governing body of the city or town or person tendering payment. Any fees assessed for processing a credit card payment collected on behalf of the state shall be borne by the governing body of the city or town or person tendering payment and not by the state;

(l) Appoint special municipal officers, who are not certified as peace officers, to issue citations to individuals

for the limited purpose of enforcing ordinances, resolutions and regulations in the areas of animal control, parking and municipal code enforcement. Special municipal officers are not law enforcement officers:

(A) For purposes of employee benefits provided in title 9 of Wyoming statutes;

(B) Are not peace officers for purposes of title 6 or title 7 of Wyoming statutes;

(C) Are not peace officers for purposes of W.S. 1-39-112;

(D) Shall not be required to carry a firearm;

(E) Shall not have the power of arrest;

(F) Shall not be issued a peace officer's badge; and

(G) Shall not represent themselves to be peace officers.

(b) Any franchise granted pursuant to subparagraph (a)(xxxiii)(C) of this section is subject to the following:

(i) The franchise agreement shall specify who is responsible for deliverability;

(ii) The distribution system shall continue to be a public utility whose charges are regulated by the public service commission. The charges shall reflect the reasonable nongas costs subject to management audit as the public service commission deems necessary plus a reasonable return on investment;

(iii) Any city or town or its authorized representative shall act as an agent for any person served by the system in negotiating terms and conditions for the supply of natural gas to that person, and the franchisee distribution system shall accept for delivery to any person served by the system, natural gas from any supplier;

(iv) The public service commission shall designate a place or places in the vicinity of the distribution system for the acceptance of natural gas not supplied by franchisee;

(v) The public service commission shall adopt and enforce minimum quality standards for all gas delivered to the distribution system. These standards shall reflect the practices of the operators of the distribution system unless good cause is shown for different standards. The standards shall be designed to facilitate the commingling of gas from different suppliers;

(vi) As soon as there are at least two (2) suppliers offering natural gas to all customers served by the franchisee and as soon as the additional supplier or suppliers are capable of delivering gas in at least one-third (1/3) of the volume required by the entire distribution system provided that the public service commission finds that the suppliers own or control, and have committed to guaranteed delivery, reserves of

natural gas sufficient to supply ten (10) years of demand at that level, then all persons supplying gas shall have the authority to set their own prices. The proposed supplier has the burden of proving adequate reserves and deliverability. The Wyoming oil and gas commission shall report to the public service commission on the adequacy and deliverability when a utility gas supply is proposed to be displaced under this act;

(vii) Subject to the availability of pipeline capacity and the requirements of federal law and regulations the public service commission may, after notice and hearing if necessary, designate any point in the state on a gas pipeline operated for the purpose of delivering gas to the distribution system or its parent or subsidiary company as a point for receipt of gas to the system and regulate the charges for shipping gas from that point to the system. If a pipeline has insufficient capacity the public service commission consistent with W.S. 30-5-125 may require it to accept gas that has a lower price to the consumer in preference to higher price gas. The public service commission may impose any conditions or requirements pursuant to this subsection that are necessary to protect the public health, safety and welfare, to ensure the efficient operation of the natural gas distribution and supply system and to ensure the lowest possible price to retail customers, including but not limited to proper assignment of costs of connecting suppliers to the system;

(viii) When a city renews or grants a franchise for the supply of natural gas under subparagraph (a)(xxxiii)(C) of this section, the public service commission may require that the distribution of gas in surrounding unincorporated areas also be made subject to the terms of the same franchise;

(ix) If a distribution system has only one (1) supplier of natural gas all prices charged in that franchise are subject to W.S. 37-2-121 and 37-2-122;

(x) All suppliers of gas to the distribution system shall annually report to the public service commission the annual consumption of natural gas by their customers of record at the date of the report and their natural gas reserves. If their natural gas reserves are less than a five (5) year supply, the public service commission may forbid any supplier from serving new customers until the reserves are equal to a five (5) year supply for all customers;

(xi) Any supplier entering the system under this subsection is liable for injuries, damages or other losses to the extent to which the injuries, damages or other losses are proximately caused by the supplier's operations within the system and are due to failure of the supplier to exercise that standard of care which a reasonable, prudent person would exercise under the same or similar circumstances to avoid an undue risk of harm or are due to the supplier's failure to deliver contracted amounts of natural gas.

(c) Any provision in a gas purchase contract which contains or creates an indefinite escalator clause, otherwise known as a "favored nation treaty" provision, is contrary to the public policy of the state and is void and unenforceable if:

(i) The contract is to sell gas to the holders of a municipality franchise which supplies retail customers in the state;

(ii) The contract provides for the sale in the state of gas produced within the state;

(iii) The contract gas price is in excess of the general market price which would otherwise exist in the absence of the indefinite escalator clause; and

(iv) The higher price resulting from the application of the escalator clause is not required by any enforceable provision of statutes or regulations enacted or adopted pursuant to the Natural Gas Policy Act of 1978 or other appropriate statutes and regulations of the United States.

(d) Before the governing body of a city or town enters into an agreement to borrow money from the United States of America or from the state of Wyoming, or from any subdivision, agency or department of either, to fund a public improvement project to be repaid solely from revenues generated by the enterprise with which the financed project is associated, the proposal to enter into the loan agreement shall be submitted to and approved by the electors of the city or town in the same manner and pursuant to the same procedures as provided for bond issues under the Political Subdivision Bond Election Law, if the total amount to be borrowed for the project exceeds the greater of:

(i) Five million dollars (\$5,000,000.00); or

(ii) An amount calculated by multiplying the number of individuals to be served by the proposed public improvement project times one thousand two hundred dollars (\$1,200.00).

Cite as W.S. 15-1-103

**Wyoming Statutes**

**Title 15. CITIES AND TOWNS**

**Chapter 1. GENERAL PROVISIONS**

**Article I. POWERS AND MISCELLANEOUS MATTERS**

*Current through Laws 2013, c. 16*

**§ 15-1-111. Appropriations for advertisement of resources authorized; exception**

(a) The governing body of any city or town may make appropriations from the city or town general fund for:

(i) Advertising the resources of the city or town;

(ii) Furthering its industrial development; or

(iii) Encouraging exhibits at fairs, expositions and conventions.

(b) No appropriation may be for the express aid of any private citizen, firm or corporation.

Cite as W.S. 15-1-111

Wyoming Statutes

**Title 35. PUBLIC HEALTH AND SAFETY**

**Chapter 1. ADMINISTRATION**

**Article 6. COMMUNITY HUMAN SERVICES**

*Current through Laws 2013, c. 16*

**§ 35-1-613. Definitions**

(a) As used in this act:

(i) "Community board" means a community mental health board, a substance abuse board, a developmental disabilities board, or a family violence and sexual assault board, or a board offering a combination of human services programs, created under this act. For the purposes of this act every community board is also a public agency;

(ii) "Developmental disabilities" means a disability attributable to intellectual disability, cerebral palsy, epilepsy, autism or any other neurological condition requiring services similar to those required by persons with intellectual disabilities, that has continued or can be expected to continue indefinitely and constitutes a substantial impairment to the individual's ability to function in society;

(iii) "Department" means the department of health;

(iv) "Human services program" means community facilities, services and programs which exclusively or in part, are used or operated to prevent or treat mental illness, substance abuse or developmental disabilities, to provide shelter and crisis services for victims of family violence or sexual assault or to provide other community based services which serve a public purpose;

(v) "Mental illness" means a condition which is manifested by a disorder or disturbance in behavior, feeling, thinking or judgment to such an extent that care and treatment are required;

(vi) "Public agency" means an organization operated by a unit of local government or a combination of governments or agencies formed under the Wyoming Joint Powers Act;

(vii) "Substance" means alcoholic beverages and other drugs;

(viii) "Substance abuse" means the use, without compelling medical reason, of any substance which results in psychological or physiological dependency as a

function of continued use in such a manner as to induce mental, emotional or physical impairment or to cause socially dysfunctional behavior;

(ix) "Client" means any individual receiving services from a human service program authorized under this act;

(x) "Crisis services for victims of family violence and sexual assault" means emergency intervention, information, referral services and medical, legal and social services advocacy;

(xi) "Sexual assault" means any act made criminal under W.S. 6-2-302 through 6-2-304 and 6-4-402;

(xii) "Family violence" means domestic abuse as defined by W.S. 35-21-102(a)(iii);

(xiii) "Shelter" means a place of temporary refuge, offered on a twenty-four (24) hour, seven (7) day per week basis to victims of domestic violence and their children;

(xiv) "This act" means W.S. 35-1-611 through 35-1-627.

Cite as W.S. 35-1-613

**Wyoming Statutes**

**Title 35. PUBLIC HEALTH AND SAFETY**

**Chapter 1. ADMINISTRATION**

**Article 6. COMMUNITY HUMAN SERVICES**

*Current through Laws 2013, c. 16*

**§ 35-1-614. Counties, school districts and cities may contract for human services programs; counties may establish community boards**

(a) A county may contract with private or public agencies to provide human services programs for the county. The county may appropriate funds for the programs.

**(b) A municipality may contract with private agencies or a community board to provide human services programs for the municipality. The municipality may appropriate funds for the programs.**

(c) A school district may contract with private or public agencies to provide human services programs for school age children.

(d) A county may establish, or two (2) or more counties may agree to establish a community board, or community boards in accordance with this act. A community board shall provide human services to the entire county or counties in which it is established. A community board may offer one (1) or more services for the mentally ill, substance abuser, developmentally disabled or the victim of family violence or sexual assault.

Cite as W.S. 35-1-614

August 7, 2013

MEMO TO: John C. Patterson, City Manager  
FROM: Tracey Belser, Human Resources Director *TB*  
SUBJECT: Health Plan Design Recommendations

Recommendation:

That Council consider the following proposed recommendations from the City of Casper's Health Plan Design Committee for changes to the employee Health Plan effective January 1, 2014.

Summary:

The City's Health Plan Design Committee is comprised of 15 members. The Committee members are representative of every department and consist of employees, members of management, and a retiree/Council representative. The Committee meets to review potential health plan benefit design changes recommended by the City's benefit consultants for the upcoming plan year.

The following are changes agreed to by the Health Plan Design Committee to go into effect January 1, 2014. With the support of City Council, Human Resources will begin educating employees, spouses, and retirees on these changes for the upcoming benefit open enrollment.

1. Discontinue the deductible carryover. The City's health plan currently allows a claim's deductible amount to carry over into the next plan year. This is not the industry standard.
2. Post-65 Retiree Consulting Services.
  - The City will pay up to 3 visits and up to \$150.00 a visit for education services.
3. Physical Therapy, Occupational Therapy and Speech Therapy self-referral.
  - Self-referral: allow up to 12-visits if patient is not under the care of a physician.
  - Doctor's referral: the 12 visit limit will not apply.
4. Preventative Services Coverage.
  - Preventive care services and routine colonoscopies (1 per Calendar Year) are covered 100% even if charges are over reasonable and customary.
5. Chiropractic and Acupuncture service coverage will be 10 visit maximum per calendar year within network and Non network provider visits are subject to deductible plus coinsurance.

August 8, 2013

MEMO TO: John C. Patterson, City Manager  
FROM: Jessica Tresch, City Manager's Office Intern;  
Fleur Tremel, Assistant to the City Manager  
SUBJECT: FY 2014 Community Promotions Applications

Recommendation:

That Council review the applications for FY 2014 Community Promotions programs using the new Round One voting process.

Summary:

Staff presented a new voting process for Community Promotions on June 25, 2013. According to the guidelines approved by Council during that meeting, Round One voting will now determine if a program is in fact a Community Promotion.

Council should review each application and indicate "Yes" or "No" for each category. This is not indicative of the Council member's approval or disapproval of the program; it is only intended to classify the program. If a program meets three or more of the recommended qualifications from a majority of Council, the program would move to round two.

The 36 applications were received and their supporting documents are included in your packet. You have been emailed the Round One voting sheet with each organization and corresponding program listed.

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on **August 2, 2013**.

Name of Sponsoring Organization:

12-24 Club, Inc.

Name of Program or Event:

Sober St Patrick's Day



## Contact Information

Contact Person: Heidi Foy Phone Number: 3378035 Date: 7/16/13

Address: 500 S. Wolcott Ste 200

Email: hfoy@1224club.org

Is this organization a Non-Profit Organization?  Yes or  No

If so, what is your tax exempt EIN number? 83-0306012

## Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

See attached

## Event Changes:

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)

See attached

## Dates

On what date(s) will this event be held? \_\_\_\_\_

Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

## Anticipated Attendance and Public Participation

A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? 20

How many people do you expect to attend this event as **Spectators**? 75+

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

## Support Requested

<b>Cash</b>	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p><b>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</b></p>				
Amount: <u>\$ 200</u>	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):				
Date Cash Needed: <u>01/01/2014</u>	<u>We will use the funds to offset expenses for the dancers and entertainment, as well as food costs.</u>				
<b>In-Kind Staffing and Services</b>	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p><b>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</b></p>				
	<p><i>Services that are typically requested:</i></p> <p>Security (Police)    EMT's    Ski Lift Tickets    Golf Passes    Traffic Control          Trash Service (cans/dumpsters)    Use and Delivery of Tables/Chairs          Baseball Field Preps    Museum Passes    Pool Passes    Litter Control/Cleanup</p>				
Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1.	<u>NA</u>				
2.					
3.					
4.					
<b>Facilities</b>	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p>				

	<b>Please be Aware that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</b>			
	Facilities that are typically requested: Casper Events Center      Aquatics Center      City pools      Ice Arena Fort Caspar      City Hall      Recreation Center      Sports fields      City Parks			
Please list the facility you require:	Purpose	Date	Start Time	End Time
1.	NA			
2.				
3.				
4.				

**Budget Summary** *See Attached*

<b>Anticipated Funding Sources</b> for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>	
Entry Fees	\$
<b>Sponsorships</b> (indicate from whom and whether the sponsorship is <b>committed funds</b> or <b>to be requested</b> ).	
1.	\$
2.	\$
3.	\$
4.	\$
<b>Donations</b> (list from whom and whether the donation is <b>committed</b> or <b>to be requested</b> ):	
1.	\$
2.	\$
3.	\$
4.	\$
<b>Applicant Funds :</b>	\$
<b>Other Funds</b> (please list source(s)):	
1.	\$
2.	\$
3.	\$
4.	\$
<b>Total Funding:</b>	<b>\$</b>

<b>Anticipated Expenses</b> for this program or event (please be as specific as you can).	
1.	\$
2.	\$

*If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224.*

3.		\$
4.		\$
5.		\$
6.		\$
7.		\$
8.		\$
9.		\$
10.		\$
<b>Total Expenses:</b>		<b>\$</b>
<b>Total Revenue minus Total Expenses: profit (loss):</b>		<b>\$</b>

**Past Year's Budget**

Please attach a program budget from the last time you held this event, if available.

*See attached.*

# City of Casper Community Promotions Answers

## EVENT OR PROGRAM INFORMATION

### *Please describe the event or program.*

#### SOBER ST. PATRICK'S DAY®:

This event began last year as a sober celebration. The popularity of it last year has encouraged us to build and keep it going. It is a trademark event in New York City and we were one of three satellite sites. Their goal is to have them all over the nation. This event is important to us because as we move to become more pro-active in the community and in the area of substance abuse this event will continue to be a fun, alcohol free event for the entire community.

### *If this is not a new program or event how will it be different from last year?*

Last year we did not do a lot of outside promotions. This year we hope to grow it by inviting the community to join us. We partner with the local Irish Dance group and musicians for entertainment. We anticipate growth for this year.

### *How will this event or program benefit the Casper area?*

The Casper area is becoming more and more aware of the substance abuse that affects our community. This event raises the awareness of the Club and its function as hub for recovery- those in recovery and others seeking recovery can find support and fellowship in a safe environment. It also provides for partial financial support for the Club to continue to keep its doors open for each person seeking recovery.

### *On what date(s) will this event be held?*

Sober St. Patrick's Day ® will be held on Monday, March 17, 2014.

*Will Casper be the regular home for this event?* This event can be held all over, but we have the license for Casper.

## ANTICIPATED ATTENDANCE AND PUBLIC PARTICIPATION

### *How many people do you expect to actively participate in or directly benefit from this event or program?*

The active participants/volunteers for this event will be approximately 15.

### *How many people do you expect to attend this event as spectators?*

We anticipate approximately 75 spectators for this event.

## BUDGET SUMMARY

Please find attached the Income/Expense for the previous year.

## 2014 Sober St. Patrick's Day ®

### Income

Raffle Tickets	\$	300.00
Sponsorships	\$	<u>1,000.00</u>
	\$	<u>1,300.00</u>

### Expenses

License Fee	\$	225.00
T-Shirts	\$	200.00
Decorations	\$	100.00
Entertainment	\$	200.00
Food/Candy	\$	<u>200.00</u>
	\$	925.00

\$	375.00
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3:32 PM  
07/16/13  
Accrual Basis

**12-24 Club, Inc**  
**Profit & Loss**  
January through December 2013

	<u>TOTAL</u>
Ordinary Income/Expense	
Income	
FUND RAISING Income	
Sober St. Patricks Day	118.23
Total FUND RAISING Income	<u>118.23</u>
Total Income	<u>118.23</u>
Gross Profit	118.23
Expense	
FUND RAISING	
Sober St. Patricks Day	1,002.58
Total FUND RAISING	<u>1,002.58</u>
Total Expense	<u>1,002.58</u>
Net Ordinary Income	<u>-884.35</u>
Net Income	<u><u>-884.35</u></u>

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on **August 2, 2013**.

Name of Sponsoring Organization:  
12-24 Club, Inc.

Name of Program or Event:  
Race for Recovery



## Contact Information

Contact Person: Heidi Foy Phone Number: 237-8035 Date: 7/16/13  
Address: 500 S. Wolcott Ste 200 Casper 82601  
Email: hfoyl@1224club.org  
Is this organization a Non-Profit Organization?  Yes or  No  
If so, what is your tax exempt EIN number? 83-0306012

## Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

See attached

## Event Changes:

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)

See attached

## Dates

On what date(s) will this event be held? \_\_\_\_\_

Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

## Anticipated Attendance and Public Participation

A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? \_\_\_\_\_

How many people do you expect to attend this event as **Spectators**? \_\_\_\_\_

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

## Support Requested

<b>Cash</b>	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p><b>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</b></p>
Amount: \$	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations");
Date Cash Needed: __ / __ /20__	

<b>In-Kind Staffing and Services</b>	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p><b>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</b></p>				
	<p><i>Services that are typically requested:</i></p> <p>Security (Police)    EMT's    Ski Lift Tickets    Golf Passes    Traffic Control                  Trash Service (cans/dumpsters)    Use and Delivery of Tables/Chairs                  Baseball Field Preps    Museum Passes    Pool Passes    Litter Control/Cleanup</p>				
Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1.	Golf Passes	to use for prizes	NA		
2.	Pool Passes	"	NA		
3.	Museum Passes	"			
4.					

<b>Facilities</b>	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p>
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	<b>Please be Aware that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</b>			
	<i>Facilities that are typically requested:</i> Casper Events Center      Aquatics Center      City pools      Ice Arena Fort Caspar      City Hall      Recreation Center      Sports fields      City Parks			
Please list the facility you require:	Purpose	Date	Start Time	End Time
1.				
2.				
3.				
4.				

**Budget Summary 2014 - See attached**

<b>Anticipated Funding Sources</b> for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>	
Entry Fees	\$
<b>Sponsorships</b> (indicate from whom and whether the sponsorship is <b>committed funds</b> or <b>to be requested</b> ).	
1.	\$
2.	\$
3.	\$
4.	\$
<b>Donations</b> (list from whom and whether the donation is <b>committed</b> or <b>to be requested</b> ):	
1.	\$
2.	\$
3.	\$
4.	\$
<b>Applicant Funds :</b>	\$
<b>Other Funds</b> (please list source(s)):	
1.	\$
2.	\$
3.	\$
4.	\$
<b>Total Funding:</b>	<b>\$</b>

<b>Anticipated Expenses</b> for this program or event (please be as specific as you can).	
1.	\$
2.	\$

*If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224.*

3.		\$
4.		\$
5.		\$
6.		\$
7.		\$
8.		\$
9.		\$
10.		\$
<b>Total Expenses:</b>		<b>\$</b>

<b>Total Revenue <i>minus</i> Total Expenses: profit (loss):</b>		<b>\$</b>
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**Past Year's Budget**

Please attach a program budget from the last time you held this event, if available.

*See Expense/Income from 2013 attached.*

# City of Casper Community Promotions Answers

## EVENT OR PROGRAM INFORMATION

*Please describe the event or program.*

RACE FOR RECOVERY:

This event raises funds to help cover operating expenses at the 12-24 Club. As we move to become more pro-active in the community and in the area of substance abuse this event will continue to be a fun, alcohol free event for the community.

*If this is not a new program or event how will it be different from last year?*

In order to provide an event that will gain momentum with the mountain bike community we look to partner not only with Mountain Sports, but with Fat Fish Racing. We hope to enhance one of their already scheduled races and look for everyone to benefit. This will move it away from the same weekend as NIC Fest and hopefully increase attendance and funds.

*How will this event or program benefit the Casper area?*

The Casper area is becoming more and more aware of the substance abuse that affects our community. This event raises the awareness of the Club and its function as hub for recovery- those in recovery and others seeking recovery can find support and fellowship in a safe environment. It also provides for partial financial support for the Club to continue to keep its doors open for each person seeking recovery.

*On what date(s) will this event be held?*

The Race for Recovery will be held spring of 2014.

*Will Casper be the regular home for this event? Yes*

## ANTICIPATED ATTENDANCE AND PUBLIC PARTICIPATION

*How many people do you expect to actively participate in or directly benefit from this event or program?*

The active participants/volunteers for this event will be approximately 100.

*How many people do you expect to attend this event as spectators?*

We anticipate approximately 30 spectators for this event.

## BUDGET SUMMARY

Please find attached the Profit and Loss for the previous three years.

**2014 Race for Recovery**

**Income**

Sponsorships	\$ 1,000.00
Bike Race Entry Fees	\$ 1,500.00
	<u>\$ 2,500.00</u>

**Expenses**

Food for participants/Volunteers	\$ 400.00
	<u>\$ 400.00</u>

**\$ 2,100.00**

3:35 PM  
07/16/13  
Accrual Basis

**12-24 Club, Inc**  
**Profit & Loss**  
January through December 2013

	<u>TOTAL</u>
Ordinary Income/Expense	
Income	
FUND RAISING Income	
Race for Recovery	1,120.00
Total FUND RAISING Income	<u>1,120.00</u>
Total Income	<u>1,120.00</u>
Gross Profit	1,120.00
Expense	
FUND RAISING	
Mountain Bike Race	190.00
Total FUND RAISING	<u>190.00</u>
Total Expense	<u>190.00</u>
Net Ordinary Income	<u>930.00</u>
Net Income	<u><u>930.00</u></u>

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on **August 2, 2013**.

Name of Sponsoring Organization:  
12-24 Club, Inc

Name of Program or Event:  
Recovery Rally



## Contact Information

Contact Person: Heidi Foy Phone Number: 2378035 Date: 7/16/13  
Address: 500 S Wolcott Ste 200  
Email: hfoya@1224club.org  
Is this organization a Non-Profit Organization?  Yes or  No  
If so, what is your tax exempt EIN number? 83-0306012

## Event / Program Description

Please attach a one page, TYPED description of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

See attached

## Event Changes:

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)

See attached

## Dates

On what date(s) will this event be held? \_\_\_\_\_

Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

## Anticipated Attendance and Public Participation

A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? \_\_\_\_\_

How many people do you expect to attend this event as **Spectators**? \_\_\_\_\_

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

## Support Requested

<b>Cash</b>	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p><b>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</b></p>
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Amount: <b>\$ 2000</b>	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):  <i>This will be used to offset expenses for entertainment i.e. comedian and/or musician.</i>
Date Cash Needed: ___ / ___ / 20___	

<b>In-Kind Staffing and Services</b>	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p><b>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</b></p>
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*Services that are typically requested:*

Security (Police)    EMT's    Ski Lift Tickets    Golf Passes    Traffic Control  
 Trash Service (cans/dumpsters)    Use and Delivery of Tables/Chairs  
 Baseball Field Preps    Museum Passes    Pool Passes    Litter Control/Cleanup

Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1.					
2.					
3.					
4.					

<b>Facilities</b>	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p>
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<p><b>Please be Aware</b> that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</p>				
<p><i>Facilities that are typically requested:</i></p> <p style="text-align: center;">Casper Events Center      Aquatics Center      City pools      Ice Arena  Fort Caspar      City Hall      Recreation Center      Sports fields      City Parks</p>				
Please list the facility you require:	Purpose	Date	Start Time	End Time
1.				
2.				
3.				
4.				

### Budget Summary

<b>Anticipated Funding Sources</b> for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>	
Entry Fees	\$
<b>Sponsorships</b> (indicate from whom and whether the sponsorship is <b>committed funds</b> or <b>to be requested</b> ).	
1.	\$
2.	\$
3.	\$
4.	\$
<b>Donations</b> (list from whom and whether the donation is <b>committed</b> or <b>to be requested</b> ):	
1.	\$
2.	\$
3.	\$
4.	\$
<b>Applicant Funds :</b>	\$
<b>Other Funds</b> (please list source(s)):	
1.	\$
2.	\$
3.	\$
4.	\$
<b>Total Funding:</b>	<b>\$</b>

<b>Anticipated Expenses</b> for this program or event (please be as specific as you can).	
1.	\$
2.	\$

*If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224.*

3.		\$
4.		\$
5.		\$
6.		\$
7.		\$
8.		\$
9.		\$
10.		\$
<b>Total Expenses:</b>		<b>\$</b>
<b>Total Revenue <i>minus</i> Total Expenses: profit (loss):</b>		<b>\$</b>

**Past Year's Budget**

Please attach a program budget from the last time you held this event, if available.

# City of Casper Community Promotions Answers

## EVENT OR PROGRAM INFORMATION

*Please describe the event or program.*

RECOVERY RALLY:

This event raises funds to help cover operating expenses at the 12-24 Club. As we move to become more pro-active in the community and in the area of substance abuse this event will continue to be a staple in fundraising for our organization.

*If this is not a new program or event how will it be different from last year?*

We continue to increase awareness of the 12-24 Club and its effect in the community by having a fun evening where anyone can participate by attending. We strive to be aware of the timing for this event in that the weekend we hold it is just as important for the community. We choose to have the Recovery Rally separate from Recovery Rocks this year to fully utilize Recovery Awareness Month and work together to make it more visible in the community. We will be bringing in a speaker or comedian for the event.

*How will this event or program benefit the Casper area?*

The Casper area is becoming more and more aware of the substance abuse that affects our community. This event raises the awareness of the Club and its function as hub for recovery- those in recovery and others seeking recovery can find support and fellowship in a safe environment. It also provides for partial financial support for the Club to continue to keep its doors open for each person seeking recovery.

*On what date(s) will this event be held?*

A date has not been set for the 2014 event. It will be held in September, which is National Recovery Awareness Month.

*Will Casper be the regular home for this event? Yes*

## ANTICIPATED ATTENDANCE AND PUBLIC PARTICIPATION

*How many people do you expect to actively participate in or directly benefit from this event or program?*

The active participants/volunteers for this event will be approximately 30-40. The number of people who attend meetings at the 12-24 Club exceeds 2500 *per month*. We anticipate many of these folks to attend the event as well.

*How many people do you expect to attend this event as spectators?*

We anticipate approximately 500 attendees for this event.

## BUDGET SUMMARY

Please find the estimated income/expense summary for the event for Sept. 2013.

## 2013 Recovery Rally Budget

### INCOME

Reverse Raffle Tix Sales	\$ 50,000	
Prizes - from Donation	25,000	
Sponsorships	20,000	
Dinner Tix Sales	500	
Head/Tail Contest	1,200	
Raffle of Reverse Raffle Tix	60	
Gun Auction	2,000	
	<hr/>	

**Total Funding** **98,760**

### EXPENSES

	Reverse Raffle Grand Prize	20,000	CASH
	Reverse Raffle 2nd Prize	4,000	CASH
	Reverse Raffle 3rd Prize	1,000	CASH
June	Advertising - Lamar/Posters	430	
	Decorations	200	
May	Tix/Wristbands/Supplies	-	
Sept	Venue/Food	6,000	
Sept	Entertainment	5,000	
Sept	Green Room Refreshments	-	
Sept	Raffle Expenses	200	
		<hr/>	

**Total Expenses** **36,830**

**Profit** **\$ 61,930**

3:36 PM  
07/16/13  
Accrual Basis

**12-24 Club, Inc**  
**Profit & Loss**  
**January through December 2012**

	<u>TOTAL</u>
Ordinary Income/Expense	
Income	
FUND RAISING Income	
Recovery Rally	87,001.36
Total FUND RAISING Income	<u>87,001.36</u>
Total Income	<u>87,001.36</u>
Gross Profit	87,001.36
Expense	
FUND RAISING	
Recovery Rally	37,399.37
Total FUND RAISING	<u>37,399.37</u>
Total Expense	<u>37,399.37</u>
Net Ordinary Income	<u>49,601.99</u>
Net Income	<u><u>49,601.99</u></u>

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on August 2, 2013.

Name of Sponsoring Organization:

12-24 Club, Inc.

Name of Program or Event:

First Night Casper



## Contact Information

Contact Person: Heidi Foy Phone Number: 2378035 Date: 7/16/13

Address: 500 S Wolcott Ste 200

Email: hfoy@1224club.org

Is this organization a Non-Profit Organization?  Yes or  No

If so, what is your tax exempt EIN number? 83-0306012

## Event / Program Description

Please attach a one page, TYPED description of the event or program that you are asking us to support. Please be as detailed as possible. When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. You may attach up to two pages of supporting material (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. Please do not include anything other than 8 1/2" by 11" paper. Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? Please be specific and detailed. (Please write in your answer below, and attach another (1) sheet if necessary.)

See attached

## Event Changes:

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)

See attached

If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224, or email [ftremel@cityofcasperwy.com](mailto:ftremel@cityofcasperwy.com).

**Dates**

On what date(s) will this event be held? \_\_\_\_\_

Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

**Anticipated Attendance and Public Participation**

A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? \_\_\_\_\_

How many people do you expect to attend this event as **Spectators**? \_\_\_\_\_

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

**Support Requested**

**Cash**  
*The City Council can make cash grants to reimburse community groups for expenses related to the program or event.*  
**Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.**

Amount: **\$2,000**  
 Date Cash Needed: **11/1/2013**  
 To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations");  
**This money will be used to offset the costs of advertising expenses, production expenses or artist expenses**

**In-Kind Staffing and Services**  
*The City can provide services to a group directly in order to facilitate an event.*  
**Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.**

- Services that are typically requested:*
- Security (Police)    EMT's    Ski Lift Tickets    Golf Passes    Traffic Control
  - Trash Service (cans/dumpsters)    Use and Delivery of Tables/Chairs
  - Baseball Field Preps    Museum Passes    Pool Passes    Litter Control/Cleanup

Please list the services you require:		Description/Purpose	Location	Date	Start Time	End Time
1.	Trash	extra cans/bags- volunteers will pickup + return	Yellowstone Garage	12/31	4pm	11pm
2.						
3.						
4.						

<b>Facilities</b>	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p> <p><b>Please be Aware</b> that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</p>				
	<p><i>Facilities that are typically requested:</i></p> <p style="text-align: center;">Casper Events Center      Aquatics Center      City pools      Ice Arena  Fort Caspar      City Hall      Recreation Center      Sports fields      City Parks</p>				
Please list the facility you require:	Purpose	Date	Start Time	End Time	
1.					
2.					
3.					
4.					

**Budget Summary 2014** *See attached*

<b>Anticipated Funding Sources</b> for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>	
Entry Fees	\$
<b>Sponsorships</b> (indicate from whom and whether the sponsorship is <b>committed funds</b> or <b>to be requested</b> ).	
1.	\$
2.	\$
3.	\$
4.	\$
<b>Donations</b> (list from whom and whether the donation is <b>committed</b> or <b>to be requested</b> ):	
1.	\$
2.	\$
3.	\$
4.	\$
<b>Applicant Funds :</b>	\$
<b>Other Funds</b> (please list source(s)):	
1.	\$
2.	\$
3.	\$
4.	\$
<b>Total Funding:</b>	<b>\$</b>

<b>Anticipated Expenses</b> for this program or event (please be as specific as you can).	
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*If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224, or email [ftremel@cityofcasperwy.com](mailto:ftremel@cityofcasperwy.com)*

1.		\$
2.		\$
3.		\$
4.		\$
5.		\$
6.		\$
7.		\$
8.		\$
9.		\$
10.		\$
<b>Total Expenses:</b>		<b>\$</b>
<b>Total Revenue minus Total Expenses: profit (loss):</b>		<b>\$</b>

**Past Year's Budget**

Please attach a program budget from the last time you held this event, if available.

## **EVENT OR PROGRAM INFORMATION**

***Please describe the event or program.***

FIRST NIGHT CASPER:

The 12-24 Club, Inc. is bringing back, or a third year, First Night Casper 2014. The mission of First Night is to build community and celebrate diversity through the arts. This is an alcohol free New Year's Eve celebration.

***If this is not a new program or event how will it be different from last year?***

We hope to continue to expand our partnerships this year by trying to involve downtown businesses and other venues. This year, we would love to create an outdoor skating rink in the downtown area.

***How will this event or program benefit the Casper area?***

This event will benefit many of the people in Casper that are seeking recovery from drug and alcohol abuse. Not only will it provide recoverees something to do on that evening of celebration, but it will also fill a gap that has been long vacant in our community. This is a time of year where there are very few events that families can take their children to. This event will begin to rebuild the concept of celebrating by providing a new, safe way to ring in the New Year free from alcohol and drug use.

***On what date(s) will this event be held?***

This event will be held on December 31, 2013.

***Will Casper be the regular home for this event? Yes***

## **ANTICIPATED ATTENDANCE AND PUBLIC PARTICIPATION**

***How many people do you expect to actively participate in or directly benefit from this event or program?***

We will have approximately 20 volunteers to man the event, five-ten venues for the event and numerous other downtown businesses being affected by it. We anticipate the people that utilize the 12-24 Club to also be affected in that we will be able to continue to provide strong services through the Club via the funds that are raised from the event.

***How many people do you expect to attend this event as spectators?***

Our goal is to sell 1000 buttons this year.

## **BUDGET SUMMARY**

Please find attached the estimated Income/Expense Summary for First Night 2014. This is a rough draft as we are early in the planning stages.

## 2014 First Night Budget

### Funding

	City of Casper Promotions Money	\$2,000.00
	McMurry Foundation	\$5,000.00
	Button Sales	\$7,000.00
	Other sponsorships	\$40,000.00
	T-Shirt/Sweatshirt income	300
<b>TOTAL Funding</b>		<u>\$54,300.00</u>

### Expenses

May	First Night USA licensing	\$450.00
	Insurance	\$400.00
Oct	Suvenir Expenses	\$1,000.00
Oct	Poster/Program	\$5,000.00
Oct	Banner/signage	\$100.00
Sept	Buttons	\$900.00
Dec	Advertising Cash Buy	\$2,000.00
Dec	Artists Fees	\$3,000.00
Dec	Fireworks	\$6,000.00
	Cool Hand Ice	\$6,000.00
	Sponsor Blocks	\$3,000.00
	Committee Vests	\$1,500.00 ??
	Artists Expenses (travel, hospitality)	\$0.00
	Venues (if not In-kind)	\$0.00
Dec	Production Expenses: Lights, sound, staging)	\$1,000.00
	Sponsor Recognition	\$1,000.00
<b>TOTAL Expenses</b>		<u>\$31,350.00</u>

**PROFIT (LOSS)**

**\$22,950.00**

3:36 PM  
07/16/13  
Accrual Basis

**12-24 Club, Inc**  
**Profit & Loss**  
January through December 2012

	<u>TOTAL</u>
Ordinary Income/Expense	
Income	
FUND RAISING Income	
First Night	42,208.67
Total FUND RAISING Income	<u>42,208.67</u>
Total Income	<u>42,208.67</u>
Gross Profit	42,208.67
Expense	
FUND RAISING	
First Night	33,433.82
Total FUND RAISING	<u>33,433.82</u>
Total Expense	<u>33,433.82</u>
Net Ordinary Income	<u>8,774.85</u>
Net Income	<u><u>8,774.85</u></u>

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on August 2, 2013.

Name of Sponsoring Organization:

Academic Awards Banquet

Name of Program or Event:

Academic Awards Banquet



## Contact Information

Contact Person: Anne Ladd Phone Number: 262-2550 Date: 7/12/2013

Address: 2021 Clifton Ct, Casper, WY 82609

Email: anneladd@bresnan.net

Is this organization a Non-Profit Organization?  Yes or  No

If so, what is your tax exempt EIN number? 83-6003050

## Event / Program Description

Please attach a one page, TYPED description of the event or program that you are asking us to support. Please be as detailed as possible. When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. You may attach up to two pages of supporting material (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. Please do not include anything other than 8 1/2" by 11" paper. Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

Business and civic leaders in Casper value education because we know that education is one of the fundamental factors of a thriving economy. No community can achieve sustainable economic development without substantial investment in human capital. Education enriches people's understanding of themselves and the world around them. Education raises people's productivity and creativity. It promotes technological advances and entrepreneurship.

A compelling body of research links primary and secondary education to economic development and growth. This research recognizes people as a type of economic asset – "human capital" – and shows that increased investment in health, skills, and knowledge provides future returns to the economy through increases in labor productivity. Education increases workers' average earnings, and it also reduces the incidence of social problems such as drug abuse, crime, welfare dependency, and lack of access to medical care, all of which can weigh heavily on the economy.

Education improves the quality of life for the individual, the family, and for the community at large.

## Event Changes:

If this is not a new program or event, how will it be different from last year? *(Please write in your answer below.)*

By reducing the rental rate we will be able to reduce the price of tickets for family and community members. That will, hopefully, enable us to attract more attendees to the event to show their support for the academic excellence demonstrated by those being honored.

*If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224, or email [ftremel@cityofcasperwy.com](mailto:ftremel@cityofcasperwy.com)*

**Dates**

On what date(s) will this event be held? Sunday, April 27, 2014

Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

**Anticipated Attendance and Public Participation**

A participant is someone who is actively involved in the activity; a Spectator is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be Participants in this event or program? 160

How many people do you expect to attend this event as Spectators? 320 +

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

**Support Requested**

<b>Cash</b>	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p><b>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</b></p>
Amount: \$	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):
Date Cash Needed: __/__/20__	

<b>In-Kind Staffing and Services</b>	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p><b>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</b></p>				
	<p><i>Services that are typically requested:</i></p> <p>Security (Police)    EMT's    Ski Lift Tickets    Golf Passes    Traffic Control                  Trash Service (cans/dumpsters)    Use and Delivery of Tables/Chairs                  Baseball Field Preps    Museum Passes    Pool Passes    Litter Control/Cleanup</p>				
Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1.					
2.					
3.					
4.					

<b>Facilities</b>	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p> <p><b>Please be Aware that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</b></p>			
	<p><i>Facilities that are typically requested:</i></p> <p style="text-align: center;">             Casper Events Center      Aquatics Center      City pools      Ice Arena              Fort Caspar      City Hall      Recreation Center      Sports fields      City Parks           </p>			
	Please list the facility you require:	Purpose	Date	Start Time
1. Events Center	Academic Awards Banquet	4/27/14	4pm	8:30pm
2.				
3.				
4.				

### Budget Summary

<b>Anticipated Funding Sources</b> for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>		
Entry Fees	\$	6,080
<b>Sponsorships</b> (indicate from whom and whether the sponsorship is <u>committed funds</u> or <u>to be requested</u> ).		
1.	\$	
2.	\$	
3.	\$	
4.	\$	
<b>Donations</b> (list from whom and whether the donation is <u>committed</u> or <u>to be requested</u> ):		
1. Sunday Star-Tribune Ad - committed	\$	donation
2. Insurance - committed	\$	donation
3. Commemorative full color booklet - committed	\$	donation
4.	\$	
<b>Applicant Funds :</b>		\$
<b>Other Funds</b> (please list source(s)):		
1. Endowment	\$	5,300
2. Community Volunteers	\$	2,135
3.	\$	
4.	\$	
<b>Total Funding:</b>		\$ 13,515

<b>Anticipated Expenses</b> for this program or event (please be as specific as you can).	
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If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224, or email [firemel@cityofcasperwy.com](mailto:firemel@cityofcasperwy.com).

1. Events Center - Rent	\$	1,400
2. Security	\$	135
3. - Equipment	\$	120
4. - Catering	\$	6,900
5. - Service Charge	\$	1,050
6. Awards	\$	2,500
7. Speaker Travel	\$	1,300
8. Decorations	\$	110
9.	\$	
10.	\$	
Total Expenses:		\$ 13,515

Total Revenue minus Total Expenses: profit (loss):	\$	Ø
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**Past Year's Budget**

Please attach a program budget from the last time you held this event, if available.

*It is not meant to be a fundraiser we just want to break even each year.*

Expenses	2013 Actual	2013 Budget	2012 Actual
Events center deposit	\$ 500.00	\$ 500.00	\$ 500.00
Awards	\$ 2,091.96	\$ 2,200.00	\$ 2,000.86
Nate's flowers (3 centerpieces - they donate a large bouquet for the stage)	\$ 105.00	\$ 100.00	\$ 89.25
Speaker travel	\$ 1,221.78	\$ 1,800.00	\$ -
Events center bill	\$ 8,937.36	\$ 9,000.00	\$ 8,674.09
<b>Total</b>	<b>\$ 12,856.10</b>	<b>\$ 13,600.00</b>	<b>\$ 11,264.20</b>
<b>Revenues</b>			
Ticket sales	\$ 6,381.00	\$ 6,100.00	\$ 6,076.00
Paid from Foundation	\$ 5,253.32	\$ 5,000.00	\$ 5,188.20
Committee Donations	\$ 1,221.78	\$ 2,500.00	
<b>Total</b>	<b>\$ 12,856.10</b>	<b>\$ 13,600.00</b>	<b>\$ 11,264.20</b>

If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224, or email [ftremel@cityofcasperwy.com](mailto:ftremel@cityofcasperwy.com)

Academic Awards Banquet  
Event/Program Description for  
City of Casper Community Promotions Application

The Academic Awards Banquet honors the top 10% of graduating seniors from the four high schools in Natrona County (NCHS, KWHS, Roosevelt and Midwest). Each student honoree is asked to nominate three Natrona County School District educators who have inspired them in their studies. One is then chosen as their "significant educator," and honored at the banquet along with the student. The other two educators are also invited to the event, and their names are included in the program, but they do not walk across the stage with the student.

Honored students and educators invite their family members to attend so that those people who mean the most to them are present as their academic accomplishments are celebrated and their future plans announced while they walk across the stage. As far as we know, this is the only event of its kind in the state – and maybe even in the country. Those from other places who learn about it often ask how to replicate it.

The banquet was started in 1998 and was funded by the members of the Chamber of Commerce and other individuals who believed in recognizing academic excellence. In 2000, due to the persuasive powers of Marta Stroock, the Casper Star-Tribune, The John P. Ellbogen Foundation, The McMurry Foundation and Barbara J. Marshall joined Mr. and Mrs. Stroock in establishing a permanent endowment. The Casper College Foundation has demonstrated its generous support of the program by managing these funds and serving as fiscal agent for contributions to the event.

The volunteer organizers (Patsy Smith, Vicki Stamp, Linda Bryce, Elizabeth Horsch, Linda Hurless and Anne Ladd) work closely with the district superintendent and his staff to communicate with the students, educators, family members, school board trustees and others who are involved with and/or attend the banquet. This is a true community collaboration involving every public school, the school district, our community college, the news paper and community volunteers.

Funds generated by the endowment cover the cost of the meals for the students and the significant educators as well as any costs associated with bringing in a speaker, who is always a graduate from one of our local high schools. In the past, when the event was held at the Parkway Plaza, the hotel management supported the banquet by providing the meal at a deeply discounted price and by waiving room rental and other facility fees. However, the event has grown to the point that the Parkway Plaza can no longer accommodate the number of people who attend, (in April 2013 we had 479 attendees), so in 2010 the banquet was moved to the Casper Events Center.

Organizers of the Academic Awards Banquet have nothing but compliments for how easy the Events Center staff is to work with and for how beautifully they execute their responsibilities. However, facility rental and other facility costs are a significant expense that was not envisioned by those who set up the endowment fund. The organizers are hoping that the City Council will grant us a reduced rental rate at the Events Center. Our goal in making this request is to keep the price of admission as low as possible for family members of the honored students and educators in order to maximize the number of relatives who can afford to join in the celebration of our best and brightest. We also hope to encourage local business and civic leaders to attend the banquet so that our students and educators understand that their academic excellence is viewed as an invaluable community asset – an economic development tool that will help lure new employers and sprout new businesses.

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on **August 2, 2013**.

Name of Sponsoring Organization:

Boys & Girls Clubs of  
Central Wyoming

Name of Program or Event:

Summer Camp 2014



## Contact Information

Contact Person: Greta Maxfield Phone Number: 235-4079 Date: \_\_\_\_\_

Address: 1701 E. K Street, Casper, WY 82601

Email: gmaxfield.bgccw@yahoo.com

Is this organization a Non-Profit Organization?  Yes or  No

If so, what is your tax exempt EIN number? 23-7060727

## Event / Program Description - Attachment (A)

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

Please see attached (B)

## Event Changes:

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)

Please see attached (C)

**Dates**

On what date(s) will this event be held? June - August 2014

Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

**Anticipated Attendance and Public Participation**

A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? 1,200

How many people do you expect to attend this event as **Spectators**? 0

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

**Support Requested**

<b>Cash</b>	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p><b>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</b></p>
Amount: <u>\$800.00</u>	<p>To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations");  <u>Vehicle fuel to transport children and youth to Casper attractions during the summer of 2014.</u></p>
Date Cash Needed: <u>6/1/2014</u>	

<b>In-Kind Staffing and Services</b>	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p><b>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</b></p>				
	<p><i>Services that are typically requested:</i></p> <p>Security (Police)    EMT's    Ski Lift Tickets    Golf Passes    Traffic Control                  Trash Service (cans/dumpsters)    Use and Delivery of Tables/Chairs                  Baseball Field Preps    Museum Passes    <u>Pool Passes</u>    Litter Control/Cleanup</p>				
Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1. <u>1,200 pool passes</u>	<u>To enable every child at the clubs to experience the benefits and fun of outdoor swimming.</u>	<u>City of Casper pools</u>	<u>6/1/14 - 8/15/14</u>		
2.					
3.					
4.					

<b>Facilities</b>	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p>
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*If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224.*

	<b>Please be Aware</b> that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.			
	Facilities that are typically requested: Casper Events Center      Aquatics Center      City pools      Ice Arena Fort Caspar      City Hall      Recreation Center      Sports fields      City Parks			
Please list the facility you require:	Purpose	Date	Start Time	End Time
1.				
2.				
3.				
4.				

### Budget Summary

<b>Anticipated Funding Sources</b> for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>	
Entry Fees	\$ 200,000.00
<b>Sponsorships</b> (indicate from whom and whether the sponsorship is <b>committed funds</b> or <b>to be requested</b> ).	
1. Cameco Resources (to be requested)	\$ 3,000.00
2.	\$
3.	\$
4.	\$
<b>Donations</b> (list from whom and whether the donation is <b>committed</b> or <b>to be requested</b> ):	
1. Martin Family Foundation (requested)	\$ 15,000.00
2.	\$
3.	\$
4.	\$
Applicant Funds :	\$
<b>Other Funds</b> (please list source(s)):	
1. DJJP (to be requested)	\$ 6,000.00
2. Natrona County Prevention Coalition (to be requested)	\$ 10,000.00
3. Fundraising Events/Ind. donors	\$ 99,450.00
4.	\$
<b>Total Funding:</b>	<b>\$ 333,450.00</b>

<b>Anticipated Expenses</b> for this program or event (please be as specific as you can).	
1. Salaries & Benefits	\$ 280,000.00
2. Supplies	\$ 23,000.00

If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224.

3. Building Maintenance	\$ 8,000.00
4. Insurance	\$ 4,200.00
5. Vehicle Fuel & Maintenance	\$ 4,000.00
6. Field Trips	\$ 12,000.00
7. Food	\$ 2,250.00
8.	\$
9.	\$
10.	\$
<b>Total Expenses:</b>	<b>\$ 333,450.00</b>

<b>Total Revenue minus Total Expenses: profit (loss):</b>	\$ ∅
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**Past Year's Budget** Please see attached (D)

Please attach a program budget from the last time you held this event, if available.

## ***Attachment A***

### **Boys & Girls Clubs of Central Wyoming Program Description**

#### **Summer Day Camp**

The summer day camp at the Boys & Girls Clubs of Central Wyoming provides an affordable way for parents to provide their kids with supervision, structure and positive activities during the summer months. Our caring youth development staff understands that for most of our members the Club is where they spend their summer vacation. Therefore, they plan action-packed days, utilizing as many resources as Casper has to offer. The kids not only spend time at the Club, they go to the library, the Casper museums, swimming, participate in community service projects, and much more!

This summer all of our members participated in the Home Run Reading Program, in partnership with the Casper Cutthroats. The kids had reading opportunities every day and were encouraged by incentives and visits with the baseball players. This program, an effort to combat summer learning loss, will continue and expand in 2014.

The Boys & Girls Clubs want the kids to have the best summer possible, with programs that point to our mission of inspiring and enabling all young people, especially those who need us most, to realize their full potential as productive, responsible and caring citizens. This includes programming inspired by the Formula for Impact, which includes providing fun, high impact activities that create the opportunity for youth to develop in the areas of academic success, good character and leadership and healthy lifestyles.

Our summer camp has grown tremendously. In 2013 we served over 1,200 children in four locations: our Main Club, Evansville, Paradise Valley and Mills. The Clubs are open for summer day camp from 7:30 am – 5:30 pm. We charge a \$10.00 annual membership fee, as well as the very low summer weekly rate of \$55.00 per child. This fee is waived or reduced for our families who cannot afford it. We are committed to serving every child who needs our services in the Greater Casper area because we do not want children to be left home alone or be out on the streets to fend for themselves while their parents are working. We want them to be in a safe place that provides fun, positive relationships and proven youth development programs: the Boys & Girls Clubs!



## ***Attachment B***

### **Boys & Girls Clubs of Central Wyoming Community Promotions Guidelines**

The Boys & Girls Clubs of Central Wyoming's Summer Camp request for swim passes to the community pools fits very well with the intent of the Community Promotions Program, specifically it improves the quality of life for the residents of Casper, provides activities that increase the usage of existing City facilities, and supports programs and events that provide a direct benefit to the citizens of Casper.

The Boys & Girls Clubs definitely increase the usage of City facilities. Several of our Clubs participated in the museum's passport program, which enabled our members (many of whom had never been to most of these City treasures before) to experience the education and enrichment that our Casper museums offer. The Clubs utilize the city parks for sports, hiking, field trips and drum circles. Each Club also ventured out into the community to participate in community service, including cleaning the skate park, "adopting" grandparents at the local assisted living facility, partnering with Keep Casper Beautiful to plant trees and clean parks, etc.

Without the Boys & Girls Clubs summer programming, many of the 1,200 children and youth served would be spending their summers indoors playing video games, instead of getting out and experiencing Casper!

In the summer of 2013, we did not receive support for our summer camp through the community promotions program. Therefore, we had to reduce the number of field trips for our children, and institute additional fees to families for swimming, which created a situation in which some children were unable to participate. We wanted to provide the opportunity for our kids to utilize the Casper outdoor swimming pools, but our budget just would not allow us to do this without instituting additional fees.



## ***Attachment C***

### **Boys & Girls Clubs of Central Wyoming Changes for the Summer of 2014**

Although we are just finishing our Summer Camp for 2013, there are some initiatives we are looking to promote for Summer Fun at the Club in 2014, including: increased opportunities for outdoor education, implementation of the Brain Gain program for academically at risk students (developed by Boys & Girls Clubs of America), increased opportunities for college visits by high school Club members, and additional non-fee field trips in the Casper community.

Support through the Community Promotions Program will allow the Boys & Girls Clubs to continue to utilize the resources in Casper to enrich the lives of the children we serve in our summer program in 2014.

## ***Attachment D***

### **Boys & Girls Clubs of Central Wyoming Past Year's Budget Summer Camp 2013**

#### **Income**

Natrona County Prevention Coalition	\$ 15,000.00
OJJP	\$ 6,000.00
McMurry Foundation	\$ 50,000.00
Corporate Donations	\$ 5,000.00
Club Fees	\$ 200,000.00
Fundraising Events/Individual Contributions	\$ 33,200.00
<b>TOTAL INCOME</b>	<b>\$309,200.00</b>

#### **Expense**

Salaries and Benefits	\$260,000.00
Supplies	\$ 20,000.00
Building Maintenance	\$ 8,000.00
Insurance	\$ 3,000.00
Vehicle Fuel & Maintenance	\$ 4,200.00
Field Trips	\$ 12,000.00
Food	\$ 2,000.00
<b>TOTAL EXPENSES</b>	<b>\$309,200.00</b>

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on August 2, 2013.

Name of Sponsoring Organization:

Casper Amateur Hockey Club

Name of Program or Event:

Season 11/1/13-10/31/14



## Contact Information

Contact Person: Wendi Stull Phone Number: 307-277-8862 Date: 8-1-13

Address: 4834 Smokerise

Email: CAHCOILERS1968@YAHOO.COM

Is this organization a Non-Profit Organization?  Yes or  No

If so, what is your tax exempt EIN number? 83-0211124

## Event / Program Description

Please attach a one page, TYPED description of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

See attached

## Event Changes:

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)

usage of the ice arena facility, from the middle of September 2013 through the middle of April 2014, will generally remain the same.

**Dates**

On what date(s) will this event be held? 11/1/2013

Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

**Anticipated Attendance and Public Participation**

A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? 2000

How many people do you expect to attend this event as **Spectators**? 9500

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

**Support Requested**

<b>Cash</b>	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p><b>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</b></p>
<p>Amount: <u>\$13,248.00</u></p> <p>Date Cash Needed: <u>11/1/2013</u></p>	<p>To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):</p> <p><i>Referees for weekend tournaments, leagues, camps and travel usage only.</i></p>

<b>In-Kind Staffing and Services</b>	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p><b>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</b></p>					
	<p><i>Services that are typically requested:</i></p> <p>Security (Police)    EMT's    Ski Lift Tickets    Golf Passes    Traffic Control                  Trash Service (cans/dumpsters)    Use and Delivery of Tables/Chairs                  Baseball Field Preps    Museum Passes    Pool Passes    Litter Control/Cleanup</p>					
Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time	
1.						
2.						
3.						
4.						

<b>Facilities</b>	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p>
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<p><b>Please be Aware</b> that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</p>					
<p>Facilities that are typically requested:</p> <p style="text-align: center;">Casper Events Center      Aquatics Center      City pools      Ice Arena  Fort Caspar      City Hall      Recreation Center      Sports fields      City Parks</p>					
Please list the facility you require:		Purpose	Date	Start Time	End Time
1. Ice Arena		To host weekend hockey events, tournaments, league games, camps, triathlons, etc.	November 2013		through October 2014
2.		254 hrs @ \$115/hr = \$29,210.00			
3.					
4.					

**Budget Summary - See attached**

<b>Anticipated Funding Sources</b> for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>		
Entry Fees		\$
<b>Sponsorships</b> (indicate from whom and whether the sponsorship is <u>committed funds</u> or <u>to be requested</u> ).		
1.		\$
2.		\$
3.		\$
4.		\$
<b>Donations</b> (list from whom and whether the donation is <u>committed</u> or <u>to be requested</u> ):		
1.		\$
2.		\$
3.		\$
4.		\$
<b>Applicant Funds :</b>		\$
<b>Other Funds</b> (please list source(s)):		
1.		\$
2.		\$
3.		\$
4.		\$
<b>Total Funding:</b>		<b>\$</b>

<b>Anticipated Expenses</b> for this program or event (please be as specific as you can).		
1.		\$
2.		\$

If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224.

3.		\$
4.		\$
5.		\$
6.		\$
7.		\$
8.		\$
9.		\$
10.		\$
Total Expenses:		\$
Total Revenue <i>minus</i> Total Expenses: profit (loss):		\$

### Past Year's Budget

Please attach a program budget from the last time you held this event, if available.

- ❖ Casper Amateur Hockey Club (CAHC) was founded in 1969.
- ❖ In the 2013-2014 we anticipate 300 skaters ranging from 4 years old to adults.
- ❖ In our 2012/2013 year we paid \$115 per hour for ice time for a total usage value approaching \$65,000.00
- ❖ Our skaters pay an annual registration fee that ranges from \$125 for first year skaters to \$400 for our older skaters. TRAVELING team members pay an additional assessment, which covers all the expenses the team incurs including the cost of ice time.
- ❖ Our registration fees do not begin to cover our expenses. We are very fortunate to have some community sponsors and we have fund raising activities to help cover the difference.
- ❖ CAHC's economic impact on Casper is considerable.
  - Every year we host 5 to 7 tournaments. Last year our tournaments were very successful again. We drew teams from Montana, Colorado, Utah, and South Dakota. Each tournament generally brings in 90 to 100 players with their families to Casper. Their stay usually involves 2 days (Friday and Saturday nights) leaving on Sunday afternoons.
  - Casper hosts Wyoming League games, which involve 4 to 6 other teams from Wyoming. We host 5 of these events throughout the winter. These would involve approximately 60 to 75 players and families per event and could also involve a 2-night stay.
  - Casper also hosts the annual player development camp for the State of Wyoming. This involves players aged 13 to 18, boys and girls, who attend an advanced camp for further instruction and training. Last year we had over 130 players participate in this 3-day event.
  - Wyoming Amateur Hockey Association has also asked us to host "Tryouts" for our State wide all-star teams, for both girls and boys. These teams will compete for the Division IV National Championships next spring.
  - Casper Amateur Hockey Club (CAHC) is made of Youth recreational players participating in hockey development Sunday thru Thursday, mostly evenings, about 16 weeks thru the winter. CAHC fields 8 - 12 "Casper Oilers" TRAVEL teams. These teams practice and develop thru the week (mostly evenings) about 20 weeks, thru the fall, winter and

spring. We also have approximately 150 adults registered with CAHC as players, coaches and managers.

- ❖ Casper has earned a reputation of hosting fun, exciting, and enjoyable tournaments. We receive many compliments from parents who enjoy coming to Casper to play hockey. Because of our central location, we are an ideal meeting place for teams from all over the Rocky Mountain Region.
- ❖ In addition to the ice usage discussed above, Casper Amateur Hockey hosts a variety of hockey events through the season that are not scheduled at this time. For example there will be a University of Wyoming game held in Casper. The arrangements are not final at this time so a request for in-kind assistance is not included here. Casper also hosts practice ice for the Team Wyoming players. Families come in, often for the whole weekend. A couple of practices are arranged and sometimes a scrimmage. These times are not yet scheduled so a request for in-kind assistance is not included here. We also host training sessions for Coaches and Referees from around the state. These classes are not yet scheduled so a request for in-kind assistance is not included here. We often use meeting rooms for state quarterly meetings and gym facilities for camps. These events are not scheduled yet so a request for in-kind assistance is not included here. CAHC hosts an annual Alumni game during the Christmas Vacation. Players from years past come together and play our existing High School team. Great fun and the little kids love it. This event is not scheduled yet so no in-kind request is made.

## ***COMMUNITY PROMOTION GUIDELINES:***

Casper is centrally located within the state and within the region. Besides Cheyenne, CAHC brings in Wyoming families for tournaments and league events from Pinedale, Riverton, Sheridan, Cody, Laramie, Gillette, Rock Springs and Jackson. We also bring in regional participation for tournaments, regularly, from Bozeman, MT, Billings, MT, Butte, MT, Miles City, MT, Salt Lake City, Provo, UT, Ogden, UT, Denver Metro area, Rapid City, SD, Idaho Falls, ID and Kearney, NE.

We have found that most of the participants bring a family; Dad, Mom and siblings. The majority of the families have a 2 night stay in Casper, including food. Most will also shop our community.

Hosting tournaments promotes the city facilities: ice arena, recreation center and aquatic center.

# CASPER AMATEUR HOCKEY CLUB COMMUNITY PROMOTIONS APPLICATION EVENT BUDGET FY 13/14

PROJECT/EVENT	EVENT EXPENSES <small>(Expenses) (Ice only)</small>	<small>(Expenses - non Ice)</small>	ENTRY FEES ETC <small>(Income)</small>
<b>Wyoming Amateur Hockey League Events</b>			
11/1/13-2/28/14			
Squirt, Pee wee, Bantam, Girls, Midget (8 games each)			
5 events, 64 games			
1.5 hrs per game = 96 hrs @ \$115.00 = 11,040.00	11,040.00		
REFEREES 64 X 92.00 = 5,888.00		5,888.00	
HOSPITALITY ROOM 175.00 X 6 = 1,050.00		1,050.00	
DONATIONS (RAFFLES, PUCK TOSS)			\$400.00
<b>Wyoming Amateur Hockey League Player Development Camp</b>			
March and April of 2014			
36 hrs @ 115.00 = 4140.00	4,140.00		
HOSPITALITY ROOM		200.00	
<b>Wyoming Amateur Hockey League State Championships</b>			
Late February or Early March, 2014			
this budget reflects hosting only 2 of the possible 9 championships. 6 team format is 8 games 8 games @ 1.75hrs per game - 14 hrs			
14x15 = 1610.00 * 2 = 3,220.00	3,220.00		
REFEREES 8 X 190.00 = 1520.00 X 2		3,040.00	
HOSPITALITY ROOM 350.00 X 2		700.00	
DONATIONS (RAFFLES, PUCK TOSS, TSHIRTS, PROGRAMS) x 2			\$5,000.00
Event awards and participant awards X 2			3,800.00

**PROJECT/EVENT - continued**

<b>EVENT BUDGET</b>	<b>ENTRY FEES ETC (Income)</b>
(Expenses) (Ice only)	(Expenses - non ice)

Casper Amateur Hockey Club			
Tournament Events 6 per year			
November, 2013 thru March, 2014			
entry fee average 600.00 x 5 teams x 6 events			\$18,000.00
6 teams 4 games each is 9 games			
approx 12 hrs x 115.00 = 1380.00 * 5 tournaments	6,900.00		
REFEREES 9x96.00x5=4,320.00		4,320.00	
HOSPITALITY ROOM 5 X 200		1,000.00	
DONATIONS (RAFFLE,PUCK TOSS,TSHIRTS) 5 X 500			\$2,500.00

**Wyoming Amateur Hockey Association  
"TEAM WYOMING" Tryouts**

August, 2013

GIRLS (U12 thru U19)			
16 hrs @115.00 = 1,840.00	1,840.00		

Boys (U12 thru U19)

18 hrs @ 115.00=2,070.00	2,070.00		
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Totals	\$29,210.00	\$19,998.00	\$25,900.00
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**\$13,248.00 for referees**

Casper Amateur Hockey Club will buy, at full price, an additional \$45,000.00 of ice from November 2012 thru October 2013. This additional ice will be for our general membership used Sunday thru Thursday evenings. The above request for in-kind donation affects the weekend ice only.

# Community Promotions FY 2012 Final Report



Please file this form within **30 days** of the conclusion of your event.  
Please submit this form along with any bills for reimbursement.

Organization: <u>Casper Amateur Hockey Club</u>	Program/Event: <u>11/1/2011 - 10/31/2012</u>
Contact Person: <u>Wendi Stull</u>	Phone Number: <u>277-8862</u> Date: <u>7-25-13</u>

## 1. Written Account of your event

Please attach a written account of your event. Was the event successful? Did it go off as expected? Were there any problems? **Please limit your *Written Account* to one (1) page of written material.**

## 2. Financial Information

Please attach a one (1) page summary of the revenue and expenses for this event.

## 3. Attendance and Participation

In order to gauge the impact that your event has had on the community, it is important that we know how many people attended and/or participated in your event. **Please fill out the information in one of the three boxes on the opposite side of this page.** If you intend to use a counting method that is not listed, then please contact Peter Meyers in the City Manager's Office (235-8224) to inquire about pre-approval.

## Attendance and Participation

Please fill out one of these three sections as instructed on the opposite side of this page.

**I can Accurately Count the number of people who attended my event because:**

We sold tickets  
 We took a turnstile count or counted people as they came in  
 We conducted an organized head count  
 All participants were registered  
 We used sign-in sheets  
 We used another method that was pre-approved by the City Manager's Office

Number who Actively Participated:

Number who attended as Spectators:

**I can make an Educated Guess at the number of people who attended my event because:**

We counted cars  
 We filled a certain amount of space  
*For example: "We filled fifteen rows of 20 seats each" or "We filled two 20 x30 foot rooms with people"*  
 We used another method that was pre-approved by the City Manager's Office

Number who Actively Participated:

Number who attended as Spectators:

**I can only make a Rough Estimate of the number of people who attended my event.**

Number who Actively Participated:

Number who attended as Spectators:

### What's the difference between a participant and a spectator?

A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator! For example:

If your event was....	Then your count of <u>Participants</u> would include...	And your count of <u>Spectators</u> would include...
... a Baseball Tournament	<i>Players, coaches, volunteers, and other people who helped out with the tournament</i>	<i>The people who were sitting in the bleachers.</i>
... a Bake Sale fundraiser	<i>People who cooked, set up tables, handed out flyers, etc.</i>	<i>The people who came to shop at the bake sale, even if they didn't buy anything</i>
... a class for teens about alcohol abuse	<i>The teachers, the people who organized and hosted the event</i>	<i>The students who attended the class.</i>
... a soup kitchen that gave food to the homeless	<i>People who worked in the kitchen, advertised the program, etc.</i>	<i>The people who received the food.</i>

### 1. Account of your event.

We had 7 youth tournaments and 1 adult tournament last year. (November 1, 2011 thru first of October 31, 2012). All the tournaments were very successful with a total of 29 out of town teams. Not just successful but over the top. We must have at least 4 total teams to hold the event so we had very good participation last year. Casper has a reputation for having fun, energetic, competitive and hospitable tournaments. Last year we had no trouble filling our tournaments that are traditional dates.

Casper tournaments typically start on Friday late afternoon around 5:30pm. We often have to take away practice ice from one of our teams to squeeze in as many games as possible on a weekend. Depending on how many teams are attending we often start **playing** on Saturday morning between **6:00am and 6:30am**. The games then continue through the day until as late as 11:45pm breaking for lessons and public skating supported by the City. Sunday mornings we start again between 6:00am and 6:30am ending usually by 12:00 noon. We often take away adult team practice on Sunday mornings to finish a tournament. Public skating and figure skating starts in the afternoon so our events must end.

We had such excellent volunteer support this year that other communities often ask how we do it all. The younger skater families always buy more souvenirs but the older ages buy more raffle tickets. Each of our groups has learned to adjust their tournaments. The staff at Casper Ice Arena is very supportive and accommodating so there were very few problems. We receive complaints every year about playing so early in the morning. The city did let us use public skating time on a couple of weekends. A second sheet of ice is always the first suggestion by all hockey skaters so tournaments can be bigger and so we don't have to play at 6:00am on Sunday morning. Gillette opened their 2<sup>nd</sup> sheet of ice in 2011, earning the label of "The only city in Wyoming" with 2 sheets of ice. Gillette received the honor of holding 2 State Championship Tournaments this season. We recognize bidding for state tournaments will forever be more competitive.

We also hosted 7 WAHL (Wyoming Amateur Hockey League) events last year. Casper Amateur Hockey Club had 12 "Travel Teams" last year. 8 of these teams participated in the Wyoming Amateur Hockey League. Each of the "WAHL League Teams" hosted teams 4 different weekends. These were just some of the 16 or so games each team plays around the state. Each visiting team stays at least 1 night and sometimes 2. Most of the "WAHL" League weekends have 6 or 7 visiting teams. These weekends don't have the same festive atmosphere as a tournament weekend but Casper families do try and add a little something extra like our traditional hospitality room for players and their families.

Casper Ice Arena was also host to both of the Wyoming Player Development Camps for boy's birth years 1995, 1996, 1997 & 1998, plus all girls 1995 thru 2001 and another

weekend for boy's birth years 1999-2001. This brought in families from the entire state again for the whole weekend.

Finally, Casper hosted both the Pee wee A division and the Pee wee B division State Championship Tournaments March 2, 3 and 4. It was a huge success. The families hosting "broke even" for these tournaments and that could not have happened without in-kind ice donations. This event requires a bid to the state and is awarded in January of each year..

## 2. Financial Information

Each tournament is used as a fundraiser for that age group. The teams coming in pay a tournament entry fee. We compete with Colorado, Montana and Utah for teams so we keep our fees as low as possible to encourage teams to travel to Casper. Colorado charges \$1100.00 to \$1800.00 and up for tournaments and Casper charged as little as \$400.00 for some of our tournaments. Once we entice them to Casper we try hard to make them happy they came. We have a hospitality room that is no charge. We provide morning snacks and drinks until 10:00am. This is to try and make it easier to get to the rink at those difficult hours. We also have a raffle for several small fun items that are donated by the families. An important fundraiser is souvenirs. We sell t-shirts, pins, window clings and anything else we think might appeal to our out of town visitors. The profits on sales are used by the age group to offset team costs.

Financial results from the PeeWee, Divisions A & B, State Tournament weekend held March 2-4, 2012. This was bid to specifications setup by the state league (Wyoming Amateur Hockey League). All participants receive promotion products and winners received custom sweatshirts.

	EXPENSES	INCOME
12 Teams		
19 Games		
Referees @ \$38.00*38games	1,444.00	
Ice		
1.25hrs/game*\$115/game*17games	2,443.75	
1.75hrs/game*\$115/game (championship & consolation games)	402.50	
In-Kind ice from City of Casper		1,408.75
Tournament Fees		1,800.00
Championship Awards(sweatshirts & trophies)/Participapnt Goodie Bags	1,935.25	
Hospitality Room	250.00	
Tournament Income:		4,261.50
Program Ads/Player Ads		
Raffle Table		
Fundraising (puck toss)		
	<hr/>	
	\$6,475.50	\$7,470.25
Net Profit/Loss	+994.75	

The profit or loss on a weekend is split between the players on the hosting team. Any profit is used to offset costs from the rest of the season.

### **3. Attendance and Participation.**

Casper Amateur Hockey Club has close to 300 skaters participating every week September through April. Ages 3 to adult (we have several adult hockey players into their late 50's). Hockey is truly a lifetime sport. It is as much fun to watch the little kids, as it is the high school kids. Lots of family attendance. Scrimmage games are held during the week starting in November. Attendance in the stands increases for these events. Weekends for tournaments and League games is usually respectable. As would be expected the High School events get the greatest attendance. Participation in a tournament is an average of 6 teams 15 to 20 players per team or approximately 90 players plus coaches is at least 100 participants.

.....

Attendance-The facility has a counting machine. I took the numbers from the machine and divided by 2. I then subtracted the participants and support people. There were some days that the facility could not provide information. Those days were estimated based on other weekends and previous years experience.

See attached recap for attendance figures.

# Community Promotions FY 2012

## Final Report

Casper Amateur Hockey Club Tournaments and Events  
November 1, 2011-October 31, 2012

Casper Amateur Hockey Club hosts 8 different kinds of events

- T - is a tournament focused on bringing in 3 or more teams from around the region to Casper
- L - is league game weekends which attract from 3 to 7 other teams from around the state
- P - is a Player Development Camp focused on bringing in individuals and their families to Casper to further develop their individual skills and to be "Selected" to move on the a regional development camp.
- S - is for State Championship tournaments  
We have to bid for these events in December for a late February or March date. Assistance from our Casper supporters is critical for this event.
- E - is for education events. We will be hosting at least 1 Coaching clinic and at least 1 Referee Clinic. These events generally require a limited amount of ice time but attract participants from all over the state.
- W - is for Team Wyoming Tryouts. These teams are a form of All-star teams. They compete all over the region and will represent Wyoming in the National Championship for Division 4 in the spring.
- F - is for FUN invite another team or 2 to play some games for fun
- C - is for Camps. We will be hosting the 3rd annual Goalie Camp this winter during the Christmas Break.

Casper Amateur Hockey Club supports hockey player for all ages

AM - Adult Men

AC - Adult Coed

G - Girls age 9 - 19

U8-A/B - 3,4,5,6,7 years old with beginning skills

U8-C/D - 3,4,5,6,7 years old with higher skills

SQ - Squirts 8,9,10 years old

PW - Peewees 10,11,12 years old

BT - Bantams 12,13,14,15 years old - Junior High

MG - Midgets 15,16,17,18,19 years old - High School

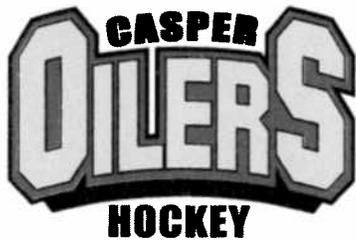
### Events Recap

DATE	Type	Ages	Total Teams	Participants	Attendance
10/29/11-10/30/11	T	BT	4	50	265
11/04/11-11/06/11	L	SQ,BT,PW	8	144	485
11/11/11-11/12/11	L	MG	2	44	505
11/12/11-11/13/11	T&E*	U8	8	116	300
*USA Hockey and Casper Amateur Hockey held a Jamboree and Coaching Clinic for statewide coaches					
11/18/11-11/20/11	L	MG,BT,PW	10	136	915

## Events Recap - continued

DATE	Type	Ages	Total Teams	Participants	Attendance
12/9/11-12/11/11	T	PW	7	131	905
12/27/11-12/29/11	C*	ALL	N/A	12	12
*Third year of this camp for goalies					
01/6/12-1/8/12	T	SQ	7	140	1020
1/20/12-1/22/12	L	G,PW,BT,MG	12	184	1153
1/27/12-1/29/12	T	SQ,PW	8	128	795
02/03/12-2/05/12	L	SQ,MG,PW,BT,GIRLS	12	220	1200
02/10/12-2/12/12	L	SQ,MG,G,PW,BT	14	232	1165
2/25/12-2/26/12	T	U8-C/D	4	60	225
3/02/12-3/04/12	S	PW	12	196	1530
3/23/12-3/25/12	P	G&MG	N/A	65	545
4/13/12-4/15/12	P	PW,BT	N/A	120	250
8/17/12-8/19/12	W	G,PW,BT	N/A	135	1490
9/29/12-9/30/12	W	MG	N/A	45	230
10/26/12-10/27/12	L	BT,PW	4	72	700
TOTAL				2180	12940

Each event is different from year to year. Some years the Squirt age level has the most successful year. Many years it is the little kids at the U8-C/D level.



**P.O. Box 2562  
Casper, WY 82602**

August 1, 2013

Ms. Fleur Tremel  
City Manager's Office  
City of Casper  
200 N. David Street  
Casper, WY 82601

Re: Casper Amateur Hockey Club  
Community Promotions Funding FY 2013-2014

Dear Ms. Tremel,

Enclosed is our application for funding for FY 2014. Please review and advise me if you need any further information.

We have included requests in our application to host Wyoming Amateur Hockey League State Championships, but please be aware that we have to be awarded these events from the League. WAHL will not be making a decision on the location for these events until January of 2014. Though there is no guarantee we will be able to host any of these 9 championships, we hosted 2 of them last year, the PeeWee A & B Division State Championships. They were a huge success and brought in more than 200 families for the long weekends.

Thank you for your time and consideration. Any questions can be directed to me at 307-277-8862

Respectfully,

A handwritten signature in cursive script that reads "Wendi Stull".

Wendi Stull  
Bookkeeper, Casper Amateur Hockey Club

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on **August 2, 2013**.

Name of Sponsoring Organization: <i>Casper Children's Chorale</i>	Name of Program or Event: <i>Community Performances</i>	
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## Contact Information

Contact Person: <i>Marcia Patton</i>	Phone Number: <i>307-262-4709</i>	Date: <i>7/30/2013</i>
Address: <i>Casper Children's Chorale, PO Box 1622, Casper</i>		
Email: <i>casperchildrenschorale@gmail.com</i> <i>82602</i>		
Is this organization a Non-Profit Organization? <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No		
If so, what is your tax exempt EIN number? <i>74-2131671</i>		

## Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. Please be as detailed as possible. When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

### Community Promotion Guidelines:

Our season includes the following performances, all provided free of charge to our community except the Mother's Day Concert, where we charge a nominal fee to cover increased hall, sound reinforcement, and stage union expenses. We want to continue to provide all other performances without audience fees, but we still need to cover expenses associated with **programs, venue, transportation, and technical assistance.**

Pumpkin Caroling (assisted living facilities)	October 26
Christmas In Song (Highland Park Church)	December 17
Church Tour (2-3 Casper Church Services)	February 23
Host Colorado Children's Chorale	April 1-2
Heritage Festival, Anaheim CA	Ap 10-13 (bus costs to DIA=\$7,000)
School Tour (5-6 Casper Elementary Schools)	May 5
Mother's Day Concert	May 11
All State Children's Chorus (Rock Springs)	May 30-31

### Event Changes:

The difference in recent years is the addition of Bel Canto (a primer choir for students in grades 2-5) and Alla Breve (a multi-generational women's choir). These two groups, combined with the continued success of the Children's Chorale, make each performance a major undertaking. We do NOT add too many extra performances annually because one of our goals is to enhance school and church music programs, not to replace them. Our travel is in-state on even years (2013=Midwest, Wright, Gillette, Moorcroft, Newcastle, Rapid City) and out-of-state odd years (where our Casper children have an opportunity to hear other exceptional groups and widen their goals and understanding).

**Dates**  
 On what date(s) will this event be held? (See 1<sup>st</sup> pg) Inclusive 9/1/2013 - 6/1/2014  
 Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

**Anticipated Attendance and Public Participation**  
 A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!  
 How many people do you expect to be **Participants** in this event or program? 185 performers  
 How many people do you expect to attend this event as **Spectators**? 3500  
 Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

**Support Requested**

<b>Cash</b>	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p><b>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</b></p>
Amount: <u>\$2,000</u>	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations");
Date Cash Needed: <u>12/1/2013</u>	<p><u>Brochures - used for every performance (see attached example) promoting Casper Chorale #1,000</u></p> <p><u>Bus Transportation #1,000</u></p>

<b>In-Kind Staffing and Services</b>	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p><b>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</b></p>					
	<p><i>Services that are typically requested:</i></p> <p>Security (Police)    EMT's    Ski Lift Tickets    Golf Passes    Traffic Control          Trash Service (cans/dumpsters)    Use and Delivery of Tables/Chairs          Baseball Field Preps    Museum Passes    Pool Passes    Litter Control/Cleanup</p>					
	Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1.						
2.						
3.						
4.						

<b>Facilities</b>	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p>
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*If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224.*

# Casper Children's Char.

<b>Facilities</b>	Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.			
	Please be Aware that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.			
	Facilities that are typically requested: <div style="display: flex; justify-content: space-around; font-size: small;"> <span>Casper Events Center</span> <span>Aquatics Center</span> <span>City pools</span> <span>Ice Arena</span> </div> <div style="display: flex; justify-content: space-around; font-size: small;"> <span>Fort Caspar</span> <span>City Hall</span> <span>Recreation Center</span> <span>Sports fields</span> <span>City Parks</span> </div>			
Please list the facility you require:	Purpose	Date	Start Time	End Time
1.				
2.				
3.				
4.				

## Budget Summary

<b>Anticipated Funding Sources</b> for this program or event. Do not list any anticipated funding from the City of Casper.	
Entry Fees <i>membership dues</i>	\$ 24,800 <sup>00</sup>
<b>Sponsorships</b> (indicate from whom and whether the sponsorship is <u>committed funds</u> or <u>to be requested</u> ).	
1. <i>grants to be requested</i>	\$ 4,000 <sup>00</sup>
2.	\$
3.	\$
4.	\$
<b>Donations</b> (list from whom and whether the donation is <u>committed</u> or <u>to be requested</u> ):	
1. <i>private donations requested</i>	\$ 15,000 <sup>00</sup>
2.	\$
3.	\$
4.	\$
Applicant Funds :	
Other Funds (please list source(s)):	
1. <i>grocery coupon funds</i>	\$ 2,000 <sup>00</sup>
2. <i>Spring concert income</i>	\$ 1,200 <sup>00</sup>
3.	\$
4.	\$
<b>Total Funding:</b>	<b>\$ 47,000<sup>00</sup></b>

\*

#189,364

<b>Anticipated Expenses</b> for this program or event (please be as specific as you can).	
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If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224, or email [ftremel@cityofcasperwy.com](mailto:ftremel@cityofcasperwy.com).

This does not include Bel Canto (\$6,360<sup>00</sup>) Alla Breve (\$8,000<sup>00</sup>)  
 \* Spring Trip (\$128,000<sup>00</sup>) All are in/out budget lines

Children's Chorale Perf Expenses		7,000 <sup>00</sup>
3. Children's Chorale Music & Supplies	\$	4,800 <sup>00</sup>
4. Children's Chorale Staff (7)	\$	35,200 <sup>00</sup>
5. Children's Chorale Spring Tour	\$	128,000 <sup>00</sup>
6. Bel Canto (all expenses)	\$	6,300 <sup>00</sup>
7. Alla Breve (all expenses)	\$	8,000 <sup>00</sup>
8.	\$	
9.	\$	
10.	\$	
Total Expenses:		\$
Total Revenue minus Total Expenses: profit (loss):		\$ -0-

**Past Year's Budget**

Please attach a program budget from the last time you held this event, if available.

2012/13 and 2013/14 attached

# *Casper Children's Chorale*

*P.O. Box 1622*

*Casper, Wyoming 82602*

## **2013-2014 COMMUNITY PROMOTIONS**

July 30, 2013

Dear Mayor Schlager and Members of the Casper City Council:

The Casper Children's Chorale would like to apply for funding of \$2,000 to enable us to present concerts within our community (school tour, nursing homes, church tour, holiday performances) and to assist us in financing transportation from Casper to DIA for flights to a Heritage Festival in Los Angeles.

This 2013-2014 Concert Season will be our 35th as a select chorus of eighty young musicians in fourth through eighth grade. We have represented Casper throughout the United States and Canada, singing in more than two dozen Wyoming communities, as well as Billings, Boise, Chicago, Colorado Springs, Denver, Los Angeles, New York City, Portland, Salt Lake City, Spokane, Philadelphia, Washington D.C. and Vancouver B.C. The majority of these concerts were unsolicited invitations based on the musical merit of the group, including performances for State, Regional, and National Music Educator Conventions. We are recipients of the prestigious Wyoming Governor's Arts Award, and are the only Wyoming choral group ever invited to perform for the American Choral Directors National Convention. Last year we were chosen as the solo performers for the National Children's Festival in Carnegie Hall, NYC.

The Chorale has grown in size, reputation, and musical expertise since 1979. It is one of Casper's brightest educational and artistic offerings for youth, and is referenced by choral musicians nationally. We provide musical training and opportunity for families searching for meaningful cultural experiences, and regularly receive inquiries from parents moving into the area.

The Casper Children's Chorale is a non-profit 501 C-3 organization, tax identification number 74-2131671. A Parent's Board administers all business. Funding comes partially from corporate and private donors, in addition to annual fees paid by individual singers. The Board of Directors makes fund-raising opportunities available so each child has an opportunity to participate. We award membership and travel scholarships to singers in financial need.

We thank the people of Casper for our success over the past 35 years, and hope the Chorale will continue to be a source of pride for our community.

Thank you for your consideration.

Sincerely,



Marcia Patton

Conductor, Casper Children's Chorale

	2012-13 Actual	2012-13 Budget	Difference	2013-14 Budget
Income				
Donations	\$21,843.67	\$15,000.00	\$6,843.67	\$15,000.00
(Fundraising-Grocery Coupons) in separate account	-\$1,570.00	\$2,000.00	-\$3,570.00	\$2,000.00
Grants	\$0.00	\$2,000.00	-\$2,000.00	\$4,000.00
Interest Income	\$7.87		\$7.87	\$0.00
Management Bel Canto (reflected below)	\$500.00	\$500.00	\$0.00	\$0.00
Membership Dues	\$24,821.70	\$24,800.00	\$21.70	\$24,800.00
Spring Concert Income	\$1,340.00	\$1,200.00	\$140.00	\$1,200.00
				\$47,000.00

Expenses	Last Year Actual	Last Year Budget	Difference	Current Year Budget
Accompanist's Salary	\$4,050.00	\$4,500.00	\$450.00	\$4,500.00
Advertising Expenses	\$374.66	\$500.00	\$125.34	\$500.00
Alla Breve (membership cancels expenses)				**
Accompanist	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00
Conductor's Salary	\$3,600.00	\$3,600.00	\$0.00	\$3,600.00
Contract Musician	\$200.00	\$150.00	-\$50.00	\$150.00
Membership Dues	-\$7,300.00	\$8,000.00	\$15,300.00	\$8,000.00
Music	\$1,505.20	\$1,750.00	\$244.80	\$1,750.00
Payroll Tax Expense				
FICA	\$372.40	\$400.00	\$27.60	\$400.00
Medicare	-\$81.20	\$0.00	\$81.20	\$0.00
Social Security	-\$291.20	\$0.00	\$291.20	\$0.00
Total Payroll Tax Expense	\$0.00	\$400.00	\$400.00	\$400.00
Supplies	\$136.10	\$100.00	-\$36.10	\$100.00
Tax Withholding	-\$380.30	\$0.00	\$380.30	\$0.00
Other Alla Breve	\$0.00	\$0.00	\$0.00	\$0.00
Total Alla Breve	-\$239.00	\$0.00	\$239.00	\$0.00
Bel Canto (membership cancels expenses)				**
Accompanist	\$1,120.00	\$1,120.00	\$0.00	\$1,120.00
Conductor's Salary	\$1,280.00	\$1,440.00	\$160.00	\$1,440.00
Contract Musician	\$0.00	\$400.00	\$400.00	\$400.00
Management Fee	\$500.00	\$500.00	\$0.00	\$500.00
Membership Dues	-\$6,655.00	-\$6,360.00	\$295.00	\$6,360.00
Music	\$770.98	\$1,000.00	\$229.02	\$1,000.00

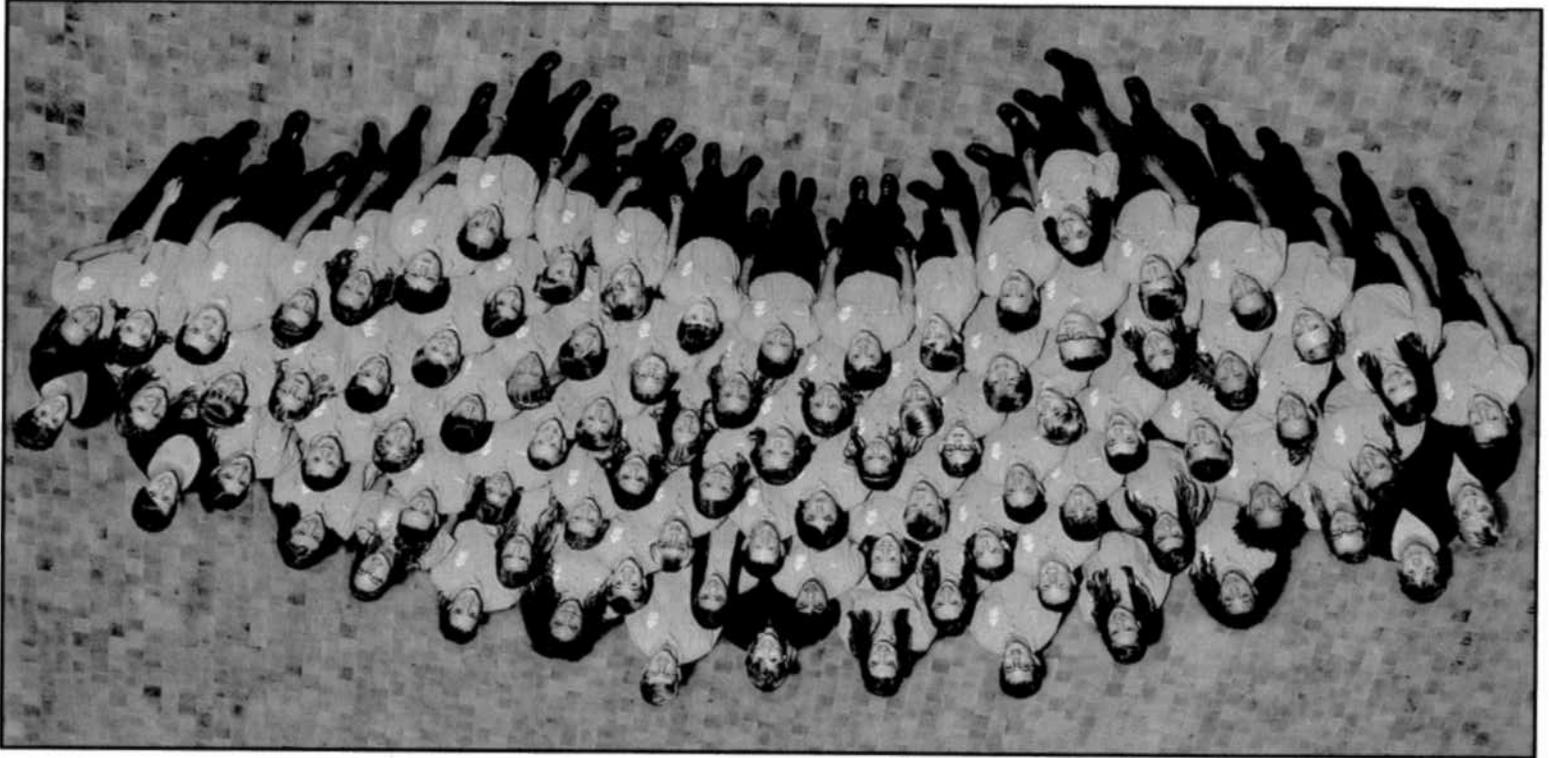
CCC 2.

Musical Instruments & Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Piano Tuning	\$337.50	\$600.00	\$262.50	\$500.00		
Rehearsal Assistant	\$800.00	\$800.00	\$0.00	\$900.00		
Supplies	\$66.09	\$0.00	-\$66.09	\$0.00		
Uniforms	\$337.50	\$500.00	\$162.50	\$500.00		
Other Bel Canto	\$0.00	\$0.00	\$0.00	\$0.00		
Total Bel Canto	-\$1,442.93	\$0.00	\$1,442.93	\$0.00		
Bookkeeper's Salary	\$2,200.00	\$2,200.00	\$0.00	\$2,200.00		
Brochures	\$1,032.00	\$1,000.00	-\$32.00	\$1,000.00		
Bus Transportation (within Casper)	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00		
Chorale Folders	\$0.00	\$150.00	\$150.00	\$150.00		
Concert Union Help	\$100.00	\$100.00	\$0.00	\$100.00		
Conductor Educational Expense	\$1,146.61	\$1,000.00	-\$146.61	\$1,000.00		
Conductor's Salary	\$20,000.00	\$20,000.00	\$0.00	\$20,000.00		
Contract Musician Fees	\$325.00	\$300.00	-\$25.00	\$350.00		
Corp. License	\$25.00	\$25.00	\$0.00	\$25.00		
Financial Statement	\$0.00	\$1,500.00	\$1,500.00	\$1,500.00		
Honor Choir	\$831.68	\$400.00	-\$431.68	\$800.00		
Insurance	\$600.00	\$600.00	\$0.00	\$600.00		
License Plates	\$85.20	\$50.00	-\$35.20	\$75.00		
Music	\$2,035.61	\$2,000.00	-\$35.61	\$2,000.00		
Musical Instruments & Maintenance	\$5,175.56	\$200.00	-\$4,975.56	\$200.00		
Office Expenses (supplies & copying)	\$641.39	\$500.00	-\$141.39	\$650.00		
Payroll Tax Expense						
FICA	\$1,420.44	\$2,000.00	\$579.56	\$2,500.00		
Medicare Tax	-\$380.66	\$0.00	\$380.66	\$0.00		
Social Security	-\$1,507.06	\$0.00	\$1,507.06	\$0.00		
Other Payroll Tax Expenses	-\$13.64	\$0.00	\$13.64	\$0.00		
Total Payroll Tax expenses	-\$480.92	\$2,000.00	\$2,480.92	\$2,500.00		
Permits	\$0.00	\$0.00	\$0.00	\$0.00		
Postage	\$275.50	\$300.00	\$24.50	\$300.00		
Rehearsal Hall Rental	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00		
Section Leader Contracts	\$4,204.98	\$4,175.00	-\$29.98	\$5,000.00		
Spring Trip						
Bus	\$7,280.00	\$0.00	-\$7,280.00	** \$7,000.00		

Donations for Spring Trip	\$0.00	\$0.00	\$0.00	\$0.00	** 0	
Entertainment	\$500.00	\$0.00	-\$500.00	** \$11,000.00		
Fundraisers	\$3,706.93	\$0.00	-\$3,706.93	** 0		
Meals	\$4,854.32	\$0.00	-\$4,854.32	** \$22,000.00		
Miscellaneous	\$0.00	\$0.00	\$0.00	** 0		
Motel (Heritage Fee)	\$7,095.00	\$0.00	-\$7,095.00	** \$34,400.00		
T-shirts	\$783.00	\$0.00	-\$783.00	** \$800.00		
Trip Payments	\$17,450.80	\$0.00	-\$17,450.80	** \$128,000.00		
Other Spring Trip (Anaheim Bus, Denver Airfare)	\$0.00	\$0.00	\$0.00	** 52,800.00		
Total Spring Trip	-\$645.41	\$0.00	\$645.41			\$0.00
Uniforms						
Pins	\$0.00	\$0.00	\$0.00			\$0.00
Polo Shirts	\$1,575.00	\$2,000.00	\$425.00			\$2,000.00
Other Uniform	\$0.00	\$0.00	\$0.00			\$0.00
Total Uniforms	\$1,575.00	\$2,000.00	\$425.00			\$2,000.00
Total Expenses	\$42,787.27	\$45,500.00	\$2,712.73			\$47,000.00
Overall Total	\$4,155.97	\$0.00	-\$4,155.97			\$0.00

*Casper's Ambassadors of Song  
1979-2013*

# *Casper Children's Chorale*



## ***Casper Children's Chorale 2012-2013 Concert Season***

Jambo! Hillside Water Project	6:00 p.m., October 6th, Three Crowns Restaurant
Pumpkin And A Song	October 25th-30th, Events Center October 27th
Christmas In Song	Tues., Dec. 11th, 7 p.m., Highland Park Church
Caroling	Tues., Dec. 18th, 4-6 p.m., Wyoming Medical Center
Church Tour	Sunday, February 24th, Casper Churches
Spring Concert Tour	Th-Su, April 25th-28th, N.E. WY, Rapid City SD
School Tour	Monday, May 6th, Casper Elem. & Middle Schools
Alla Breve Spring Concert	Monday, May 6th, 7:00 p.m. St. Mark's Episcopal
Mother's Day Concert	Sunday, May 12th, 6:00 p.m., KWHS Auditorium
2013-14 Auditions	May 14-24, St. Mark's Church
WY Children's Honor Choir	Friday/Saturday, May 30th/June 1st, Cody, WY.



## Staff

### Casper Children's Chorale

Conductor	Marcia Patton	Section Leader, Bookkeeper	Robin Bisiar	Rehearsal Assistant	Andria Hall
Pianist	Paula Flynn	Rehearsal Assistant	Luann Marshall		

### Alla Breve

Conductor	Marcia Patton	Pianist	Lynn Kahler
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### Bel Canto

Conductor	Terry Schreckengost	Rehearsal Assistant	Susan Thompson	Rehearsal Assistant	Adri Pehrson
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## Marcia Patton



Marcia has taught music at all levels (K-12) in Casper, Cheyenne, and Newcastle, Wyoming, and at Olathe North High School in Kansas. She is retired as choral director at Kelly Walsh High School, where multiple choirs under her direction were chosen to perform on state and regional ACDA and MENC conventions.

Marcia founded the Casper Children's Chorale in 1979, after moving from Cheyenne where she conducted the Cheyenne Children's Chorus. She was a regional award winner of the High School Activities Music Educator Award, and twice recognized as Wyoming Northeast District Music Educator of the Year. She was recognized multiple times as an influential educator for the Natrona School District's Academic Awards. Marcia has been honored to receive the NCSD#1 Medallion of Excellence, the 2005 Casper Rotary Community Service Award, and the 2007 award as Casper's "Woman of Distinction". In 2002 she was the Wyoming Teacher of the Year, and in 2010 was honored as Distinguished Alumna from the University of Wyoming College of Arts and Sciences.

Marcia is past president of Wyoming ACDA (American Choral Director Association), served three terms as Northwest Division Repertoire and Standards Chair for Women's Choirs, and is the current Children's Choir Division Chair. She founded and serves on

the board for the Wyoming ACDA Children's State Honor Choir, now in its 17th season. Marcia was named a "National Chorus Expert" by MENC (now NAME, National Association for Music Education), featured as January 2009 "Choral Director of Note" by Choral Directors Magazine, and presented and published interest sessions nationally for ACDA. She serves as a choral adjudicator for Heritage Music Festivals, judging festivals in California, Texas, and Colorado. Her musical experience as a performer and clinician has taken her to Europe, Southeast Asia, China, Brazil, Canada, and across the United States as an honor choir conductor in Wyoming, Colorado, Florida, Idaho, Iowa, Mississippi, Missouri, Montana, North Dakota, Oregon, and South Dakota. Significant among those trips was with a delegation of ACDA Conductors who toured China with **People to People**, and seven tours of Europe as choral conductor of the Wyoming Music Ambassadors. Marcia serves as Partner School Facilitator for the University of Wyoming College of Education. She is married to Dr. Patrick Patton, Director of Choral Activities at Casper College, and parent to Neely and John, former singers in the Casper Children's Chorale.

## Casper Children's Chorale THANKS

### Guarantor

Bill and Judy Boyer  
Casper Star Tribune  
City of Casper  
Construction Dynamics  
Dr. James Anderson  
Flanders Electric Service  
Mr. & Mrs. Rich Fairservis  
Hot Dog On A Stick  
McMurry Foundation  
Natrona County Recreation  
Joint Powers Board  
Cheryl Penny  
Chris and Julie Perry  
Marc and Renee Smith  
Drs. Lane and Laura Smothers  
Dr. Robert and Mary Tobin  
WIDC Frontier CDC  
WY Council on the Arts

### Benefactor

George & Linda Bryce  
Circle C Resources  
Double Eagle Petroleum  
Drs. Hoag and Chorak  
Equipment Parts Source  
Frontier Eye Care  
ISC, Information Systems  
William & Susan Heiss  
Dan and Karen Hill  
Tom and Lynn Lockhart  
Gene & Roxie Monterastelli,  
Monterastelli Family Fund  
Natrona County Peace  
Officers

Nalco Fab-Tech LLC  
Carol Osborne  
Dr. and Mrs. John Pickrell  
Power Service, Inc.  
Ann Rochelle  
Rochelle Law Offices  
Dr. Cora Salvino  
Trademark Employment  
Services  
Vang Construction  
WIDC Frontier CDC  
Wyoming Imaging Center  
Wyoming Machinery  
Wyoming Oral Surgery  
Drs. Jack & Luke Hardy

### Patron

Norm & Irma Bideau,  
Bideau Drilling  
Steve and Polly Carlson  
The Liquor Shed  
Steve and Nancy Chadderdon  
CY Transportation  
Rocky & Lisa Eades  
Dr. Martin Ellbogen  
Jason & Susan Forey  
Greiner Motor Company  
Trudi Holthouse  
Morris & Susan Massey  
Bob and Pat Nagel  
Dr. Patrick and Marcia Patton  
Dr. Bruce Richardson and  
Susan Stanton  
Clairyce & Michael Shickich  
Gov. Mike & Jane Sullivan

Rick Tempest, in memory of  
Jacqueline Tempest  
Jeff and Margaret Thomas  
True Foundation  
Ron & Carol Waeckerlin  
Wells Fargo Foundation

### Sustaining Member

Dr. John and Judith Bailey  
Bill and Ruth Bon  
Dean & Ronna Boril  
Equity Brokers  
Jim Bush & Pat Thorson  
Judy & Glenn Catchpole  
Mr. & Mrs. E. L.  
Christoferson  
Audrey Cotheman  
Fred and Marilyn Deiss  
Carolyn Deuel  
Dana Deuel  
Bill & Nina DeVore  
Rich & Lisa Dietz  
Joel & Becky Dvorak  
Kathy and Ken Eickhoff  
Frontier Financial  
Nathan Gurtler  
Mary and Walter Hein  
Kristen Heiss  
Dr. James and Susan Hoag  
Hunting Energy Services  
Vivian & Reuben Kammerer  
Bryant McCleary  
Dr. & Mrs. Robert Narotsky  
PC Transport  
Dr. Susan Powell

William Powell  
Dorothy Reimann  
Barbara Scifers  
Rev. John & Sue Spear  
Bob and Hazel Suedes  
Judy Van Rensselaer

### Contributor

WR Blackwell  
Greg & Sharon Brondos  
Greg Burback  
Edward & Shirley Chase  
JoAnn Clark  
Janelle and Jeff Crouse  
Maria Dobbin, for  
Betty Snyder  
Judy Eastman  
Marty & Kathleen Finch  
George Fordyce, for Betty  
Snyder  
Pat & Ferne Freiberg  
John and Judy Gardner  
Jack and Betty Gosar  
Dr. Michael and Nancy  
Granum  
Dr. Richard & Bernadette  
Green  
Donald & Hallie Harris  
Christian & Sally Kerpchar  
Mr. and Mrs. Duane McLaine  
Wm David and Gretchen  
Millard  
Helen Miller  
Jack Miller  
Kevin and Dana Murphy

Joseph & Peggy Neely,  
for Mary Williams  
Drs. John & Lydia Nganga  
Phil and Millie Nissen  
Victoria Obermueller  
Michael & Virginia Palumbo  
Mr. and Mrs. Don Posten  
Carolyn & Cecil Rhodes  
John & Beth Robitaille  
Evelyn Sabec  
Jeff & Brenda Schubert  
Mary Simonson  
Bob & Vicki Stamp  
Delton and Sandra Tinsley  
Pat Tripeny  
Monty & Shelly Trumbull  
Dr. James L. Wetzel, Jr.  
Bozeman Trail Orthodontics  
Mrs. Mary P. Williams,  
in memory

### In-Kind Donations

Albertsons East  
Artcore  
Bergeron Photography  
Cadillac Cowgirl  
Casper College Music  
Department  
Casper Journal  
Casper Star Tribune  
Cindy King  
Clear Channel Radio  
Cornerstone Church  
Dean Morgan Junior High  
Jennifer Cowell DePaolo

First Methodist Church  
Frontier Eye Care  
Grant Street Grocery  
Kelly Walsh High School  
Joe Hayek  
Johnny Appleseed Inc.  
Highland Park

Community Church  
Hill Music Company  
House of Printing  
Indulgence Hair and Salon  
Greg Irwin,

Lake Solitude Video  
JSore Photography  
Karst MotorSports  
Meadow Acres Greenhouse  
Natrona Co. Public Schools  
Papa Murphy's Pizza  
Nicolaysen Art Museum  
Brian Scott  
Paul Searcy

St. Anthony's School  
St. Mark's Day School  
St. Mark's Episcopal Church  
Total Elegance Salon  
Wit's End Photography  
Wyoming Graphics



# Casper Civic Chorale

## 2013-14 Concert Season

### Community Programs Application FY 2014

Submitted July 9, 2013.

NOTE: This year I am unable to access the electronic version of the application, so have typed out the application. If I have missed anything please let me know. Steve Kurtz 237-9384.

Contact Person:	Steve Kurtz
Phone number:	237-9384
Date:	July 8, 2013
Email:	<a href="mailto:skurtz307@gmail.com">skurtz307@gmail.com</a>
Non-profit	23-72522683

## Program Description

The Chorale is requesting funding, the same as we requested last year, to support operations of our 2013-2014 concert season. Two fall concerts and one spring concert are set. We have raised dues for the singers, who pay dues which comprise a fourth of our budget, and then invest thirty hours of practice for each concert. We had a good year financially and for the third year in a row we didn't lose money. It is important that we have funding support from the City, however, as match for our Arts Council and other grants. If we don't have City support others ask us why.

Wayne McIntire, our director of 40 years, retired last Christmas. We tried out and hired Steve Grussendorf, NCHS Choral Instructor, as our new director. We had a great concert with Steve in the spring, and look forward to the long term success of the Chorale with him at the helm.

This concert season fits with the mission of the Chorale of providing first class choral music to the Casper area, and providing an opportunity for growth in music and personal growth for our singers. We will sing folk songs and spirituals at our October 29<sup>th</sup> concert, and parts of Handel's Messiah at the December 17<sup>th</sup> Christmas Concert. We will sing more Americana/spirituals at our late April concert, 27<sup>th</sup>, or 29<sup>th</sup>.

The program for those participating in it is a lot of joyful hard work. We practice eight or ten Tuesday nights to prepare for each concert, we practice four or five Saturday mornings to prepare. There are several couples who sing and have sung in the Chorale for years, many of the singers also sing in church choirs. You can be sad and emotional when the music is sad and emotional, but it is very difficult to not be happy when you sing. It is also good for your brain.

We sing our hearts out for appreciative audiences, audiences who appreciate great choral music, both sacred and popular. Our audiences, as we, have the opportunity to hear some great classical and popular vocal music. We also provide events for instrumentalists to accompany us, and grow in their music while making ours better.

The Chorale is uniquely the only adult community choral group in Casper. We have presented concerts for Casper audiences and then taken some of those on the road as musical ambassadors for the City. Forty singers sang five concerts on a ten day tour of Ireland in June of 2010, spreading the word that Casper is a quality place, and spreading the legend of the Jackalope.

### Community Promotion Guidelines:

The Chorale is not a big draw outside the community and not a major economic development asset. We do make the City a better place to live, however, and have travelled extensively as ambassadors for Casper and Wyoming.

### Event Changes:

This year's concert season is in the same structure as those in years past. We will present three concerts, as described in the Program Description.

### Dates:

The dates for the three concerts and the concert formats are described in the Program Description.

### Anticipated Public Participation:

The Chorale averages attendance of 250 people per concert, 750 per year and we project similar numbers this concert season. About 65 people sing each concert with the total singers of about 100 each season. Some sing all the concerts, some just one or two.

### Support Requested:

The Chorale requests cash of \$500 this year to provide support for ongoing operations, paying the director, accompanist, buying music, etc. *It is very important to us that the City supports the Chorale financially as we have a couple of other grant sources that feel if the City doesn't support us they won't.*

Budget Summary:

Our budget summary projection is based on actual numbers for our 2012-2013 Season.

*Our sponsorships are always an unknown and could be \$500 instead of \$2,450.*

*Attendance and entry fees are also unknown.*

Entry fees.....	\$3,463
Dues singers pay.....	2,830
Sponsorships to be requested from Wells Fargo, First Interstate, Rocky Mountain Power.....	1,500
Donations by individuals to be requested.....	950
Wyoming Arts Council, committed.....	2,300
Total.....	\$11,043

Expenses:

Director.....	\$1,500
Accompanist.....	1,300
Instrumentalists.....	1,700
Music.....	2,650
Insurance.....	500
Other/admin.....	1,574
Total.....	\$9,224

Last year's budget is attached.

<b>Expenses</b>	2005-6	2006-7	2007-8	2008-9	2009-10	2010-11	2011-12	2012-13
Director	\$2,070	\$2,040	\$2,155	\$2,422	\$2,359	\$2,684	\$2,730	\$1,518
Music	\$745	\$1,676	\$2,608	\$1,518	\$1,108	\$977	\$373	\$2,638
Instrumentalists	\$2,480	\$1,760	\$2,765	\$2,200	\$2,800	\$2,840	\$2,115	\$1,710
Accompanist	\$1,163	\$1,206	\$1,538	\$1,386	\$1,518			\$1,282
Office/Print'g/po box	\$528	\$611	\$430	\$820	\$1,361	\$1,423	\$706	\$407
Church/Janitor	\$255	\$260	\$835	\$543	\$570	\$623	\$955	\$725
Misc:								
Insurance	\$268	\$268	\$276	\$276	\$276	\$276	\$276	\$500
c d recorder +st. fee	\$450	\$450	\$400	\$600	\$25	\$25	\$25	\$349
don./ bop@Nic/sup	\$747	\$1,405	\$542	\$100	\$96	\$500	\$1,050	
	\$326							
<b>Total</b>	<b>\$8,706</b>	<b>\$10,002</b>	<b>\$11,549</b>	<b>\$10,315</b>	<b>\$10,288</b>	<b>\$9,450</b>	<b>\$8,422</b>	<b>\$9,129</b>

<b>Income</b>	2005-6	2006-7	2007-8	2008-9	2009-10	2010-11	2011-12	2012-13
Dues	\$2,078	\$2,138	\$1,646	\$2,415	\$2,485	\$2,760	\$2,745	\$2,830
Door.donation/ tickets	\$600	\$508	\$124	\$2,015	\$2,079	\$3,711	\$2,599	\$3,463
Donations/Individuals	\$1,861	\$1,730	\$1,543	\$3,440	\$3,165			\$950
Donations/Bus./City	\$1,514	\$1,317	\$961	\$1,866	\$1,461	\$3,380	\$5,111	\$1,833
Grant Wyo C. Arts	\$1,470	\$1,352	\$1,506	\$0		\$3,339		\$2,519
Bank Interest	\$96	\$186	\$46	\$9				\$9
Boppin' Concert	\$0		\$2,546				\$3,692	
From Reserves	\$2,000	\$2,778	\$3,176	\$570	\$1,127			
<b>Total</b>	<b>\$9,619</b>	<b>\$10,009</b>	<b>\$11,548</b>	<b>\$10,315</b>	<b>\$10,288</b>	<b>\$13,190</b>	<b>\$14,148</b>	<b>\$11,604</b>

net gain! \$3,740 \$5,726 \$2,475

Categories varied some years rs (ie: accompanist fee w/ directors "honorarium")

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on **August 2, 2013**.

Name of Sponsoring Organization:  
Casper Downtown  
Development Authority

Name of Program or Event:  
Downtown Banner  
Program



## Contact Information

Contact Person: Ranee Panton-Jones Phone Number: 235-6710 Date: 7/30/13  
Address: 109 West Second Street, Casper, WY 82601  
Email: ceo@downtowncasper.com  
Is this organization a Non-Profit Organization?  Yes or  No  
If so, what is your tax exempt EIN number? 83-0296881

## Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. Please be as detailed as possible. When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? Please be specific and detailed. (Please write in your answer below, and attach another (1) sheet if necessary.)

Please see Attached

## Event Changes:

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)

The only change is projected increase in banner requests; year round.

**Dates**

On what date(s) will this event be held? Year-round Display

Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

**Anticipated Attendance and Public Participation**

A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? N/A

How many people do you expect to attend this event as **Spectators**? N/A

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event. (we can request #'s from individual organizers if required)

**Support Requested**

<b>Cash</b>	<p>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</p> <p>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</p>
Amount: <u>\$2,000 -</u>	<p>To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations");</p> <p><u>Banner production for Balloon Festival / Crazy Days - 15 Banners</u></p>
Date Cash Needed: <u>5/1/2013</u>	

<b>In-Kind Staffing and Services</b>	<p>The City can provide services to a group directly in order to facilitate an event.</p> <p>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</p>
	<p>Services that are typically requested:</p> <p>Security (Police)    EMT's    Ski Lift Tickets    Golf Passes    Traffic Control          Trash Service (cans/dumpsters)    Use and Delivery of Tables/Chairs          Baseball Field Preps    Museum Passes    Pool Passes    Litter Control/Cleanup</p>

Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1. <u>CITY STAFF</u>	<u>6x per year - hang &amp; remove banners</u>	<u>Downtown poles</u>		<u>YEAR ROUND</u>	
2.					
3.					
4.					

<b>Facilities</b>	<p>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</p>
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If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224.

	<b>Please be Aware</b> that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.			
	Facilities that are typically requested:			
	Casper Events Center Fort Caspar	Aquatics Center City Hall	City pools Recreation Center	Ice Arena Sports fields City Parks
Please list the facility you require:	Purpose	Date	Start Time	End Time
1.				
2.				
3.				
4.				

### Budget Summary

<b>Anticipated Funding Sources</b> for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>	
Entry Fees	\$
<b>Sponsorships</b> (indicate from whom and whether the sponsorship is <b>committed funds</b> or <b>to be requested</b> ).	
1.	\$
2.	\$
3.	\$
4.	\$
<b>Donations</b> (list from whom and whether the donation is <b>committed</b> or <b>to be requested</b> ):	
1.	\$
2.	\$
3.	\$
4.	\$
Applicant Funds :	\$
<b>Other Funds</b> (please list source(s)):	
1. ADMINISTRATIVE Fees to	\$ 780 -
2. Non City sponsored ORGAN-	\$
3. izations (\$15/Banner)	\$
4.	\$
<b>Total Funding:</b>	\$

<b>Anticipated Expenses</b> for this program or event (please be as specific as you can).	
1. Banner Design/Production	\$ 2,000
2. Administrative Labor- DDA	\$ 760

If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224.

3.		\$
4.		\$
5.		\$
6.		\$
7.		\$
8.		\$
9.		\$
10.		\$
<b>Total Expenses:</b>		\$ 2,760

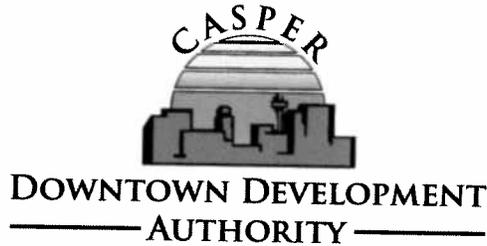
<b>Total Revenue minus Total Expenses: profit (loss):</b>		\$ -(1,980)
---	--	-------------

**Past Year's Budget**

Please attach a program budget from the last time you held this event, if available.

2013 DDA Banner Dates and # Requests

Name of Organization	JAN	FEB	MAR	APR	MAY 1 - 20	MAY 20 - 17	JUNE 15 - 17	JULY 15 - 9	SEP	OCT	NOV	JAN
DDA/Historic Preservation - Blue												
DDA/Historic Preservation - Brown		20	20	20	20				20	20	20	20
CNFR (6/9 - 6/15)							20					
CWFR (7/5 - 7/13)								18				
Troopers - TBD?								4				
Senior Olympics								8				
NICEFEST (6/28 - 6/30)								10				
Wednesday Night Live - JULY									20			
Farmer's Market - JULY									10			
Proud to Host the Best		20	20	20	20				20	20	20	20
TOTAL BANNERS REQUESTED		40	40	40	40	40	40	40	40	30	40	40



July 30, 2013

The Honorable Kenyne Schlager, Mayor of the City of Casper  
and Honorable Members of the Casper City Council  
200 North David Street  
Casper, WY 82601

Dear Mayor Schlager and Members of the City Council;

The Downtown Development Authority is completing its' second full year of administering the downtown banner program. We are honored to be able to partner with the City on this very worthwhile project.

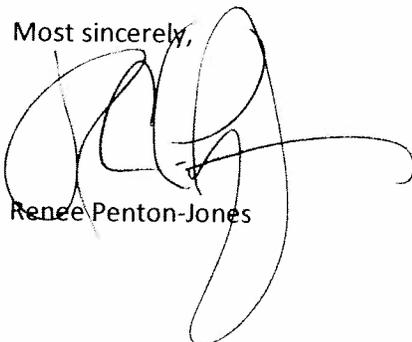
The program achieves several goals. Most importantly, it serves to heighten awareness for a variety of citywide events (CNFR, NicFest, Drums Along the Rockies, Wednesday Night Live, the Downtown Casper Community Farmer's Market, the Senior Olympics, the Casper Area Convention and Visitor's Bureau 's Visit Casper Campaign, Proud to Host the Best, the Central Wyoming Fair and Rodeo and more). Second, it offers event organizers an affordable way of marketing their event to the local community along with visitors to the City. Finally, the banners help to "dress up" the downtown core, adding to a festive and welcoming atmosphere.

In previous years, Council has provided labor to place and remove the banners a total of 6 times during the calendar year. This service has been provided at no charge to the Downtown Development Authority. As a result, organizations who have asked that their banners be displayed have not had to absorb additional costs. We remain hopeful that you will continue with this practice.

As we go forward, it is our goal to continue providing affordable banner display opportunities for the many events that benefit Casper. Your ongoing support is critical and sincerely appreciated.

Thank you.

Most sincerely,



Renee Penton-Jones

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on **August 2, 2013**.

Name of Sponsoring Organization:

Casper Figure Skating Club

Name of Program or Event:

Holiday Show 2013



## Contact Information

Contact Person: Julie Hansen Phone Number: 253-0316 Date: 7/31/13

Address: PO Box 50688, Casper WY 82601

Email: CasperFSC@gmail.com

Is this organization a Non-Profit Organization?  Yes or  No

If so, what is your tax exempt EIN number? EIN 74-1902717 501(C)(3)

## Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

Please See Attached document.

## Event Changes:

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)

Please see attached document

**Dates**

On what date(s) will this event be held? December 12 & 14, 2013

Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

**Anticipated Attendance and Public Participation**

A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? Approx 30

How many people do you expect to attend this event as **Spectators**? Approx 250

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

**Support Requested**

<b>Cash</b>	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p><b>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</b></p>
Amount: \$	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):
Date Cash Needed: __ / __ /20__	

<b>In-Kind Staffing and Services</b>	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p><b>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</b></p>				
	<p><i>Services that are typically requested:</i></p> <p>Security (Police)    EMT's    Ski Lift Tickets    Golf Passes    Traffic Control                  Trash Service (cans/dumpsters)    Use and Delivery of Tables/Chairs                  Baseball Field Preps    Museum Passes    Pool Passes    Litter Control/Cleanup</p>				
Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1.					
2.					
3.					
4.					

<b>Facilities</b>	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p>
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*If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224.*

<p><b>Please be Aware</b> that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</p>				
<p>Facilities that are typically requested:</p> <p style="text-align: center;">Casper Events Center      Aquatics Center      City pools      Ice Arena  Fort Caspar      City Hall      Recreation Center      Sports fields      City Parks</p>				
Please list the facility you require:	Purpose	Date	Start Time	End Time
1. Casper Ice Arena	Dress Rehearsal for Show	12/12/13	6:00pm	8:00pm
2. Ice Arena	Holiday Show	12/14/13	8:00am	3:00pm
3. Ice Arena	Practice Ice in preparation for Show	12/8-12/8/13	3:15	5:00pm
4.				

Sundays

### Budget Summary

<p><b>Anticipated Funding Sources</b> for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i></p>	
Entry Fees <u>Registration</u>	\$ 3,000-
<p>Sponsorships (indicate from whom and whether the sponsorship is <b>committed funds</b> or <b>to be requested</b>).</p>	
1. Various Sponsors to be requested	\$ 1,500-
2.	\$
3.	\$
4.	\$
<p>Donations (list from whom and whether the donation is <b>committed</b> or <b>to be requested</b>):</p>	
1.	\$
2.	\$
3.	\$
4.	\$
<p>Applicant Funds :</p>	
<p>Other Funds (please list source(s)):</p>	
1. Advent Calendar Fundraiser	\$ 400-
2. Toe Picks & Tannies Walk Fundraiser	\$ 600-
3. Ticket Sales for Show	\$ 850-
4.	\$
<b>Total Funding:</b>	<b>\$ 6,350-</b>

<p><b>Anticipated Expenses</b> for this program or event (please be as specific as you can).</p>	
1. Advertising	\$ 300.00
2. Program Printing	\$ 400.00

If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224.

3.	Decorations	\$	500-
4.	Costumes	\$	650-
5.	Ice Time	\$	2,800-
6.	Coach Fees	\$	600-
7.	Guest Skaters	\$	3,000-
8.		\$	
9.		\$	
10.		\$	
		<b>Total Expenses:</b>	\$ 8,250-
		<b>Total Revenue minus Total Expenses: profit (loss):</b>	\$ (\$1,900-)

### Past Year's Budget

Please attach a program budget from the last time you held this event, if available.

*Please see attached.*

## Community Promotions Application – FY 2014

**Name of Sponsoring Organization:** Casper Figure Skating Club (CFSC)  
PO Box 50688, Casper WY 82601 - CasperFSC@gmail.com  
EIN 74-1902717 501(c)(3)

**Name of Program or Event:** Holiday Program (Title TBD)

**Contact Information: Casper FSC Board of Directors: PO Box 50688, Casper WY 82601**

- President: Julie Hansen – (307) 253-0316 – JulieHansen835@gmail.com
- Vice President: Abby Reeder – (307) 259-7281 - absadams2005@yahoo.com
- Secretary: Amber Barbarick – (307) 262-6993 - leeloou007@yahoo.com
- Treasurer: Shelby Andress – (307) 262-0691 - slaandress@msn.com
- Member: Vicki Smith – (307) 262-5328 - jandvsmith@msn.com
- Member: Stephanie Namken – (605) 520-3611 - ksnamken2000@yahoo.com
- Member: Sherri Lane – (740) 885-8576 - rblane@bresnan.net

### **Event/Program Description:**

CFSC mission is to provide programs to encourage community-wide participation and achievement in the sport of figure skating. CFSC performs an annual figure skating show to allow the family members of our skaters to see the improvement in their skater's abilities. The program highlights the achievements each skater has made during the season. The skaters are excited for these shows. The performances are fun and creative. The Casper Figure Skating Club continually invents new ideas for our performances.

### **Community Promotion Guidelines:**

With the Council's support of in-kind service (ice time) we are hoping to be able to afford the performance of World-Class skaters for our show. The CFSC board believes with the proper advertising and the savings brought on by the Council's in-kind support we can afford a spectacular show that will bring people around the area in. We are also working with the guest skaters for a clinic available to all skaters in the area.

### **Event Changes:**

It has been several years that CFSC has had the funds to bring World-Class skaters as guests for our show. We have been in the rebuilding phase and have grown to have the financial ability to afford special performers, but not on our own as yet. Along with their performance, the guest skaters would also be educating all skaters in the area with a clinic. The Council's in-kind service will alleviate the strain on our funds to allow such a performance.

We have also worked with the Casper Ice Arena and scheduled our show directly before Skate-with-Santa. Santa will be in our finale which should help increase the number of attendees for the ice arena's program. We will work cooperatively with the Casper Ice Arena to advertise our show along with their program.

December 2012 CFSC had a float during the holiday parade which we feel also increased attendance of our holiday performance. We plan to continue this form of advertising this year.

### **Dates:**

The date of December 14, 2013 has been confirmed with the Casper Ice Arena. Performance will begin at 1:00 pm.

Casper is the regular home for this event and has been for 30+ years.

# Casper Figure Skating Club

2012 Income/Expense Bank Balance as of 7/29/13

2013 Estimated Income/Expense

## 2012 Profit/Loss Statement

<b>Income</b>	
Registrations	\$ 2,714.00
Advent Calendars Fundraiser	\$ 355.00
Christmas Show 2012	\$ 3,444.00
<b>Total Income</b>	<b>\$ 6,513.00</b>
<b>Expenses</b>	
show misc	\$ 539.00
Costumes	\$ 651.38
Ice Time	\$ 3,200.38
Coach Fees	\$ 600.00
<b>Total Expense</b>	<b>\$ 4,990.76</b>
<b>Net Profit</b>	<b>\$ 1,522.24</b>

**Current Bank Balance**

Checking	\$4,969.85
Money Market *	\$2,393.14
	<b>\$7,362.99</b>

\* money market is not to be used for operating expenses, it is to help competitive skaters with expenses for out of town competitions and test sessions.

## 2013 Estimated Profit/Loss Statement

<b>Income</b>	
Registrations	\$ 3,000.00
Various Sponsors	\$ 1,500.00
Advent Calendars Fundraiser	\$ 400.00
Toe Picks & Tennies Fundraiser	\$ 600.00
Ticket Sales	\$ 850.00
<b>Total Income</b>	<b>\$ 6,350.00</b>
<b>Expenses</b>	
Advertising	\$ 300.00
Program Printing	\$ 400.00
Decorations	\$ 500.00
Costumes	\$ 650.00
Ice Time	\$ 2,800.00
Coach Fees	\$ 600.00
Guest Skaters	\$ 3,000.00
<b>Total Expense</b>	<b>\$ 8,250.00</b>
<b>Net Loss</b>	<b>\$ (1,900.00)</b>

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on **August 2, 2013**.

Name of Sponsoring Organization:

Casper Marathon

Name of Program or Event:

Casper Marathon



## Contact Information

Contact Person: Eric or Dawn Easton Phone Number: 577-4974 Date: 7/16/13

Address: P.O. Box 711, Casper, WY 82602

Email: dawnmeric@vcn.com

Is this organization a Non-Profit Organization?  Yes or  No

If so, what is your tax exempt EIN number? 83-0298531

## Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

see attached

## Event Changes:

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)

no changes are anticipated

**Dates**

On what date(s) will this event be held? 6/1/14

Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

**Anticipated Attendance and Public Participation**

A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? 500-600

How many people do you expect to attend this event as **Spectators**? 7

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

**Support Requested**

<b>Cash</b>	<p>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</p> <p><b>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</b></p>
Amount: \$	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):
Date Cash Needed: __ / __ /20__	

<b>In-Kind Staffing and Services</b>	<p>The City can provide services to a group directly in order to facilitate an event.</p> <p><b>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</b></p>
	<p>Services that are typically requested:</p> <p>Security (Police) EMT's Ski Lift Tickets Golf Passes <u>Traffic Control</u>  <u>Trash Service (cans/dumpsters)</u> Use and Delivery of Tables/Chairs          Baseball Field Preps Museum Passes Pool Passes Litter Control/Cleanup</p>

Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1. Casper Events Center	Pre-race facility for runners	CEC	6/1/14	4:45 am	6:45 am
2. Streets	Cone Lane for runners	Events Drive East Road Amaco Road	6/1/14	4:45 am	7:30 am
3. Trash	cans/dumpsters at finish line	Kamada Inn	6/1/14	6:00 am	4:00 pm
4. Police	traffic control	see streets	6/1/14	6:00 am	7:00 am or so

<b>Facilities</b>	<p>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</p>
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If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224.

<p><b>Please be Aware</b> that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</p>				
<p>Facilities that are typically requested:</p> <p style="text-align: center;"> <span style="border: 1px solid black; border-radius: 50%; padding: 2px;">Casper Events Center</span>      Aquatics Center      City pools      Ice Arena  Fort Caspar      City Hall      Recreation Center      Sports fields      City Parks </p>				
Please list the facility you require:	Purpose	Date	Start Time	End Time
1. CEC	facility for runners → bathrooms etc. pre race	6/11/11	4:45 am	6:45 am
2.				
3.				
4.				

### Budget Summary

<b>Anticipated Funding Sources</b> for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>		
Entry Fees		\$ 28,000
<b>Sponsorships</b> (indicate from whom and whether the sponsorship is <b>committed funds</b> or <b>to be requested</b> ).		
1. Wyoming Medical Center		\$ <del>3000</del> 2000
2. Bank of the West		\$ 1000
3.		\$
4.		\$
<b>Donations</b> (list from whom and whether the donation is <b>committed</b> or <b>to be requested</b> ):		
1.		\$
2.		\$
3.		\$
4.		\$
Applicant Funds :		\$
<b>Other Funds</b> (please list source(s)):		
1.		\$
2.		\$
3.		\$
4.		\$
<b>Total Funding:</b>		\$ 31,000

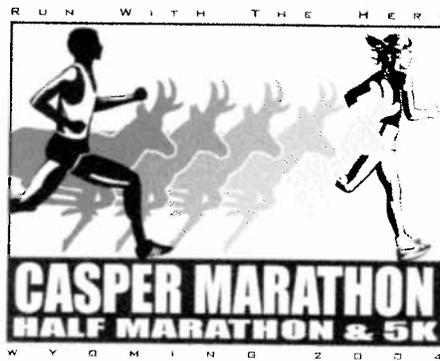
<b>Anticipated Expenses</b> for this program or event (please be as specific as you can).		
1. Services		\$ 5000
2. Postage		\$ 60

If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224.

3.	Advertising	\$	1500
4.	Shirts + Awards	\$	19000
5.	Supplies / Printing	\$	7500
6.		\$	
7.		\$	
8.		\$	
9.		\$	
10.		\$	
		<b>Total Expenses:</b>	\$ 33,060
		<b>Total Revenue minus Total Expenses: profit (loss):</b>	\$ -2060

### Past Year's Budget

Please attach a program budget from the last time you held this event, if available.



July 29, 2013

The Honorable Kenyne Schlager, Mayor  
City of Casper  
200 N. David  
Casper WY 82601

RE: Community Promotions Application

Dear Mayor Schlager:

Please find the Casper Marathon application for Community Promotions funding for the 12<sup>th</sup> Annual Casper Marathon on June 1, 2014. Our application is a request for "in-kind" services from the Police, Parks, and Traffic departments in support of the Casper Marathon. We currently contract for the use of the Casper Events Center for the start of the race.

We are providing the following information to address the criteria used by the City Council to consider our application for the Fourth Annual Casper Marathon.

1. Outside Visitors and Economic Development

The success of the inaugural Casper Marathon in 2003 was followed by very successful events in subsequent 11 years. The 2012 race smashed the 2011 record number of runners with 590. The 2013 race saw our numbers down by about 100. We cannot account for the drop, other than the number of marathons has grown nationwide and there are a number of races the same weekend as the Casper Marathon. We do, however, enjoy a faithful following and many of our runners have returned numerous times and tell us that Casper is one of their favorite races. The many positive comments we continue to get show that our participants are equally impressed with the organization of the race and the beauty and recreational facilities of the City of Casper. Of the 500 or so runners registered for the three races, over half come from out of state with the remainder coming from all over Wyoming. Over half of the Wyoming runners are from the Natrona/Converse County area. Although we do not have exact figures, we believe that most of the out of the area runners stayed at least one night in Casper.

Many come with families as part of a vacation in the west. The logistics of running a 6:30 a.m. race normally required an overnight stay before the race and a second night for those that had flights the following day or who must drive a long distance. Most runners traveled with at least one other person, so we feel that the number of visitors in Casper were higher than the number of participants. The Ramada Plaza Inn Riverside, our host hotel, sold out the block of rooms set aside for participants.

The CWCS/Casper Marathon makes every effort to purchase all supplies and services from local merchants. Outside purchases were made only after checking the availability of that merchandise or service from local sources.

2. Improve quality of life in Casper

Participation in any of the races related to the Marathon requires many hours of physical training. This contributes to the quality of life of the participants. Local participation in the Marathon events is high, and local residents have found the Casper Marathon is a good first time marathon or half-marathon. Committee members notice an increase of runners using the Platte River Parkway during training activities. We believe that having this event in Casper encourages our citizens to improve their own health and thus, their own quality of life through exercise. The marathon relay allows more local runners to participate in the main event including teams and individual runners from St. Anthony Tri-Parish Middle School and Faculty, Natrona County High School, Wyoming Medical Center and several local business leaders. We are also drawing relay teams from out of town.

Nearly 200 volunteers help with the Marathon - acting as course marshals, staffing aid stations, and helping with registration and packet pick-up. This great outpouring of community support fosters community involvement.

The Marathon committee donates part of the proceeds from the marathon to the Platte River Parkway Endowment Fund for maintenance and upkeep of the path we use for training and the race.

3. Events supports community groups

The Casper Marathon was organized by CWCS volunteers (non-paid staff). We purchased equipment that can be used for other races during the year. Other groups, such as the Casper Windy City Striders, Special Olympic, Senior Olympics, Wyoming Sheriff's Association, Sheriff's Cadets, and the Platte River Parkway, also use the equipment.

4. Use of existing facilities

We believe that the Marathon showcases many community facilities. The Event Center is the setting for the start of the races. The Platte River Parkway makes up a significant

part of the racecourse and we receive many favorable comments from the participants. This year, the course ran past the Model Airplane facility, Casper Speedway, equestrian facilities, the North Casper Soccer Fields, the Centennial Adventure Park, Three Crowns Golf Course, the White Water Park, Fort Casper, and finished at the Ramada Plaza Inn Riverside.

Some of the local residents mentioned that they were unaware of the many facilities prior to the event. Information on the events and facilities in Casper and Natrona County are distributed to the participants and their families through the internet website and links, as well as, printed material given to each participant.

5 and 6

We agree to sign an agreement as it relates to the "in-kind" services provided by the City of Casper. (We are not requesting funds, only "in-kind" services.)

The assistance provided by the City of Casper is invaluable and appreciated by all the people involved in the Casper Marathon. Thank you for considering our application.

Sincerely,

The image shows two handwritten signatures in black ink. The first signature is 'Eric Easton' and the second is 'Dawn Easton'. Both are written in a cursive, flowing style.

Eric and Dawn Easton, Directors  
Casper Marathon

Encl: Application and supporting information

## **The Casper Marathon**

### **A Brief History**

The inaugural Casper Marathon took place on June 1, 2003. The event was supported and organized by volunteer members of the Casper Windy City Striders Running Club. Response to the marathon exceeded all expectations. Over 400 runners participated in the three races. Response from the community was outstanding. Plans for the 2004 marathon started right away.

The 2004 event, while not drawing quite as many runners, was equally successful. The completion of the Platte River Parkway allowed the committee to move the finish line from the North Casper Soccer Complex to Lansing Field. Three hundred and thirty-one runners from all across the United States converged on Casper for the June 6 race. Of the 331 registrants, 156 were from out-of-state and 175 from Wyoming. Of the 175, 139 were from the Natrona/Converse county area. Accommodations were arranged at the host hotel, the Parkway Plaza. Most of the out-of-town runners stayed at least one night. According to the Parkway Plaza, many runners requested additional nights and special rates were provided.

The 2005 event debuted a new course. The course incorporated the entire length of the Platte River Parkway and a lap around the new Three Crowns Golf Course. Other changes to the race included the addition of a marathon relay and a new host hotel. In the relay, teams of up to five runners covered the entire 26.2 miles of the course with the winning relay team finishing just a whisper in front of the winner of the marathon at the finish line at the Holiday Inn on the River. The 2006 course varied only slightly from the 2005 course.

The year 2012 saw our early registration numbers explode. We suspect that the improving national economy did have some impact however, 590 runners registered representing 40 states. We were fortunate to be able to go back to our original race route this year. As always, without city assistance, our race would not have been the success it was.

In 2013 we saw our numbers drop by about 100 runners. We do not really know the reason for this, other than the large number of other races that are scheduled that day, many of which are much easier to get to than Casper's. However, we continue to have a faithful base of runners who make the journey year after year because the Casper Marathon is one of their favorite races.

The Marathon website can be found at [http://www.caspermarathon.com](#) The website is linked to the Convention and Visitors Bureau, the City of Casper, the Ramada Plaza Inn Riverside and to our sponsors Wyoming Medical Center and Bank of the West. The site

features a list of other lodging options, restaurants, and things to do and see in the region. In addition to the website, the marathon was advertised nationally in Runner's World and Running Times. Regional advertising appeared in Colorado Runner, and Rocky Mountain Sport and Fitness magazines. Every ad features the CVB toll-free number. The Casper Marathon is also listed on a number of online marathon calendars that feature a link to the Casper Marathon website. The Marathon also benefits from the strong support of the Casper Journal. Ad space is provided and an information flier is printed for the committee as an in-kind donation.

Financing for the 2013 marathon was based on net income from the 2012 race and sponsorships from local businesses. Wyoming Medical Center and Bank of the West came on board as our Platinum Sponsors. All marathon volunteer t-shirts, participant numbers and the finish line banner sported the slogan - Casper Marathon - Experience of a LifeTime. Pepsi Cola of Casper again stepped to the plate as a platinum sponsor. We received approximately \$3000 in cash and an invaluable amount of in-kind sponsorships this year. Sponsors providing in-kind support include the Culligan Water, Pepsi and Volvo Rents. When looking at our profit-loss for the year, it looks like we lost approximately \$2000, but in reality we keep a small cash reserve for start up funds for the next year, so we are solvent. In 2011 and 2012 we had approximately 100 more registrations than in 2013 so we planned for a larger number of runners. We must put in our orders for awards, race and volunteer t-shirts very early in our planning year and therefore, can only go by the previous year's numbers when estimating what to order.

The Casper marathon entry fees are comparable to other marathons in communities of similar in size to Casper. They are much lower than entry fees for races in larger metropolitan areas (Denver, Salt Lake, Portland, etc.) The majority of entry fees are received between one to four weeks prior to the marathon. Timing of cash flow can make purchasing supplies difficult. Most of the funds come in after supplies must be purchased (i.e., medals, number bibs, advertising, etc.) several months prior to the event. Registration is open until the day before the event so it is difficult to judge exactly how much to buy for supplies. By the night prior to the race, the 2010 Casper marathon had taken in approximately \$50,000.

Several local merchants donating all or part of services and supplies offset the costs. The monetary value of these donations is not known. Expenses will be higher in 2013 if comparable donations are not received.

## Definition of Budget Categories

**Salaries:** The Casper Windy City Striders are a community based not-for-profit organization that has no paid employees. The marathon is operated by a committee of Windy City Strider members. None of the members of the marathon committee receive any compensation.

**Promotion/Advertising:** Advertising is done on a national, regional, and statewide basis. The marathon committee has budgeted for advertising in Runner's World, Colorado Runner and Rocky Mountain Sports magazines. Statewide advertising is done through radio, newspaper and public service announcements on statewide television. Flyers, posters and registration brochures are distributed throughout the state, regionally and nationally. The Casper Marathon also maintains a website at

**Equipment/Facilities:** Much of the equipment and facilities to operate the marathon need to be rented or leased. Examples include use of the Casper Events Center, Port-a-Potties, scaffolding, public address system, tables, tents, some traffic cones (those not provided by the city), shuttle buses and drivers, and permits.

**Services:** The marathon is a large event spread over a large part of the City and cannot be done without the services and support of the City of Casper (traffic, police and parks), the Town of Mills, the Sheriff's Cadets and first aid support by the community emergency response team and the Casper Mountain Ski Patrol. The committee contracts with a professional time keeping company to facilitate timing the race and race results. In addition to these services, we contracted with a race photographer who provided promotional photos in exchange for the right to market race photos to participants.

### **Supplies:**

**Aid Stations:** The supplies for aid stations include cups, water, sports drink, disposable tablecloths, paper towels, duct tape, trash bags, food containers, cutting boards, fruit, knives, rubber gloves, and first-aid supplies.

**Post Race Refreshments:** The post race refreshments are important to the runners' physical condition. After a marathon or half-marathon, it is important for the runner to replace fluids, proteins, carbohydrates, minerals and electrolytes as soon as possible. The post race refreshments are also provided to the volunteers that have spent the morning out on the racecourse. All post race refreshments are purchased locally or provided by local distributors

**Miscellaneous Supplies:** This includes hardware such as zip ties, rope, duct tape, nails, nuts & bolts, fence posts, lumber, sidewalk chalk for marking the course, etc.

**Office Supplies & Postage:** General correspondence, confirmation of registrations, registration brochures, flyers, posters and letterhead are all activities that require office supplies. These supplies include postage stamps, shipping costs, letterhead and envelopes, manila envelopes, general office supplies, photocopies, ink cartridges, bank charges, post office box rental, phone calls and faxes.

**Race Awards:** All marathons present finishers with awards. Every runner who crosses the finish line receives a unique finisher's medal. The overall male and female winners in the marathon and half-marathon receive a small monetary award. The top three finishers in each age category in the races receive a prize. This year the prize for place winners was a metal plaque. All prizes feature the Casper Marathon "Run with the Herd" logo.

**T-shirts:** The marathon t-shirt is a big part of any marathon and is a major expense. Many runners collect t-shirts like other sports participants collect trophies. All runners, volunteers and sponsors receive a t-shirt.

**Community Groups:** The Casper Windy City Striders is a member of the road Runners Club of America, a national running organization. The Road Runner's Club encourages its members to work with local charities or non-profit organizations. This year the Natrona County volunteer emergency medical response team and the Casper Mountain Ski Patrol provided first-aid care for the marathon. This year the Casper Fire Department was also on hand to lend aid to runners in need of medical attention.

**Startup funds for 2014:** Startup funds are a significant part of the budget. The cash flow for a marathon is low during the early planning stages and advertising time frames. Advertising is very expensive and has to be submitted months in advance of publication. For the Casper Marathon, the ads must be submitted by December. Sponsor donations often do not materialize until the first quarter of the year. The majority of income for a marathon is from participant registrations. While registrations begin coming in January or earlier, the bulk come in late April and early May. Therefore, start up funds must be set-aside for 2014.

## 2013 Casper Marathon Balance Sheet

### Expenses

Services	\$ 5,333.16
Postage	\$ 58.00
Advertising	\$ 1,556.19
Shirts/Awards	\$ 19,266.64
Supplies/Printing	\$ 7,531.88

\$ 33,745.87

### Income

Registrations	\$ 27,373.06
Sponsors	\$ 3,000.00
Other	

\$ 30,373.06

### Profit/Loss

\$ (3,372.81)



This race was my 37th state and quite simply one of my favorites. The RD, support people and volunteers all rate a 10, they didn't miss a thing. Much of the course runs through parks and follows along the Platte River. It offers nice views of the river, greenbelt, fishing and campsites. The asphalt trails and route were well marked. There's enough rolling hills to keep your legs loose without being abusive. The technical long sleeve shirt looks great. There was way too much food along the course and even more at the end. Another great feature was the low rates of the race hotel whose parking lot conveniently serves as the finish line. Directors of other much larger races should visit Casper to learn how to make every runner feel special. Don't miss this race.

#### Run this! (about: 2013)

**Course: 5 Organization: 5 Fans: 3**

B. B. from Texas (6/16/13)

11-50 previous marathons | 1 Casper Wyoming Marathon

Follow

As a 50 stater (this was #39), the choice was between Casper and Jackson Hole, which was at least 1,000 feet higher and in late September, and another one or two, and I'm very glad I chose to run Casper. It's a first class, small, wonderful marathon.

Pros:

1. Web site - excellent.
2. Registration - easy, including being at the host hotel with late hours (and on the morning of race too, which is rare).
3. Host hotel - on the finishing line. Our room overlooked it. Amazing. Bus picked us up in front and drove maybe 1/2 mile up a hill to the start. Price was only \$82. Nice bed and hotel. Expo downstairs small, perfect. Nice staff. Free shuttle to/from nearby airport so we didn't need rental. Microwave and frig in room to heat up pre-race oatmeal. Quiet. One of the most convenient hotels, especially for the money, I've ever stayed at before a race, and obviously that's very important.
3. Course - wow. You get to warm up in the city's convention center with plenty of bathrooms. Walk out the door and a small crowd takes off. Perfect. (Take that, Boston or NYC!) View of the mountains, rolling hills, no traffic, then most of race is on a very nice, non concrete bike path along a pretty river. Plenty of good aid stations, all with GU's, some with fruit. Half never a factor and split off. Uncrowded course, could be PR. Perfection.
4. Weather - How can you top 45 at the start, 67 at the finish, with low humidity - in June?
5. Finish - Announcer very nicely called your name, city, (and something special about you - in my case, # of races, only because they asked at expo). Great food - pizza (including vegetarian, almost impossible to find), lots of fruits, including blueberries, strawberries, mangos - are you kidding me? - breads with peanut butter, and of course beer, lots of beer. Trees to sit under along the river. Instant timing results.
6. Area - easy to go to some wonderful places after. We drove to Cody (see the Buffalo Bill Museum), then through the mountains to Yellowstone and then spent a week in Jackson Hole, which is amazing.

Cons None. This is a perfect race. Congrats to the RD for putting on a great race.

#### Perfection in a Marathon Event (about: 2013)

**Course: 4 Organization: 5 Fans: 3**

G. R. from NC (6/14/13)

11-50 previous marathons | 1 Casper Wyoming Marathon

There is absolutely nothing you could want in a marathon that was not available here. Bus to the start where you are staged inside with plenty of food, drink and restroom until minutes before the start. The course is rolling with enough change of scenery. The rest stops were as well stocked as you will ever find. I liked the sections that were out and back since it gave you a chance to see other runners. I agree with a previous comment, the golf course loop would have been nicer on our way out, but otherwise, perfect. Finishing at the host hotel is great. I could go on and on about the post run spread, Many FRUIT selections, all the normal beverages and food, but as we were sitting near the finish talking about how great the food was, pizza and sub sandwiches were delivered. The RD knows what she is doing. If you need crowds this is not your event. Otherwise You can not go wrong running this marathon.

#### Flat and fast...NOT! (about: 2013)

**Course: 3 Organization: 5 Fans: 4**

J. W. from Michigan (6/11/13)

50+ previous marathons | 1 Casper Wyoming Marathon

This race was great in many ways except one. The website states 'many describe the course flat and fast, find out for yourself'. After the first 3 miles of hills I found out. It was NOT flat or fast. Many runners felt the same way and were disappointed with their times. Now I know why an elevation chart was not provided on the website. When I pointed the hills out to a race organizer afterwards, she pointed to a mountain and said 'we consider that

a hill. The course was a bit boring (most of it on a bike/walking trail). However everything else was excellent. Great organization, nice indoor facilities before the race, good water stations and nice finish at the Ramada. Loved the beer and pizza (no limit!). Stay at the Ramada and get a room facing the river and you will be at the finish line!

**Wonderful Small Marathon** (about: 2013)

**Course: 3 Organization: 5 Fans: 3**

P. G. from West cdes Moines, IA (6/10/13)

50+ previous marathons | 2 Casper Wyoming Marathons

This is a great race from the ease of logistics (especially if you stay at the Ramada) to the medal, the tech fabric shirt, the post race food (beer and pizza!!!), the organization, and the friendly people. Since it is small there are not too many spectators but that doesn't bother me. I ranked the course as a 3 only because it is at over 5,000 feet. At sea level this would be a 4 or 5 star course. If you need or want to run a marathon in Wyoming, this is the one to run.

**Most excellent experience!** (about: 2013)

**Course: 5 Organization: 5 Fans: 3**

from Grand Rapids MI (6/5/13)

50+ previous marathons | 1 Casper Wyoming Marathon

The course is absolutely beautiful. Organization is excellent. Volunteers were spectacular. Aid stations perfect with the best selection I have seen. Start and finish areas were perfect. and totally convenient. Food and facilities at both were above expectations. The elevation and temps were a challenge for us sea level folks but I came in prepared. The loop around the golf course would have been more welcome on the way out to the turnaround from my perspective. Casper will remain one of my best marathon experiences. Any Race Director would benefit from the Casper insight. I highly recommend this race.

**This is one to run!** (about: 2013)

**Course: 5 Organization: 5 Fans: 2**

from Chicago (6/5/13)

11-50 previous marathons | 1 Casper Wyoming Marathon

Hats off to the Casper, Wyoming marathon race crew. This race marked my 29th state in my 50-state quest. I am so glad I chose Casper. The race directors did a fantastic job! Everyone was very personable and accommodating. The course was nice, decent host hotel (finished right at the hotel), shuttle transportation, food on course (cold watermelon, oranges, and GU at almost every water stop) and post race (what a spread!).

**Great race** (about: 2012)

**Course: 4 Organization: 5 Fans: 4**

B. E. from TN (7/16/12)

50+ previous marathons

I have run 50+ marathons and this one was very well organized. Water stops were very well attended w/ice being supplied later in the race. Last 10 miles were high sun, very hot, not much shade. Ramada was great location, shirt nice as was medal. Good race for 50 staters. Only thing I would change is an earlier start, but I am sure that is a logistical nightmare. Buses to start were great, too. Loved this race, had a great time. Thanks to everyone involved.

**A hidden gem!** (about: 2012)

**Course: 4 Organization: 5 Fans: 2**

from Springfield, Virginia (6/7/12)

11-50 previous marathons | 1 Casper Wyoming Marathon

Smaller marathons usually seem to get the small details right, and that's easy to say about the Casper, Wyoming, race. The organizers and volunteers made this race a memorable one for me. You could tell that for the 10th anniversary race, they've worked out the details and have figured out what works.

Pre-race pasta meal had ample supply of food. Small shuttle bus made multiple trips to starting line. Indoor convention center had plenty of space to warm up and stretch, with lots of early morning amenities if needed. Morning weather an ideal 60 degrees with a high sun. Plenty of water stops with Gatorade and GU. No need for much crowd control, but at the intersection where it was warranted, Casper PD was very supportive. Finish line at the host hotel makes logistics super easy. Post-race celebration a fantastic feast, with pizza, subs, fruit,

## Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on August 2, 2013.

Name of Sponsoring Organization:  
Casper Museum Consortium

Name of Program or Event:  
"Museum Minute" on the Brian Scott  
Morning Show



### Contact Information

Contact Person: Rachel Hedges

Phone Number: 307-267-1618

Date: 7-29-13

Address: 2451 Allyson Place, Casper, WY 82604

Email: rhedges92@gmail.com

Is this organization a Non-Profit Organization  Yes or  No

If so, what is your tax exempt EIN number? 74-3203325

### Event/Program Description

Please attach a one page, TYPED description of the event or program that your asking us to support. Please be as Detailed as possible. When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. You **may** attach up to two pages of supporting material (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

### Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? Please be specific and detailed. (Please write in your answer below, and attach another (1) sheet if necessary.)

The Casper Museum Consortium is requesting funds to make weekly appearances on the Brian Scott Morning Show to advertise upcoming events, programs, and exhibits at all 10 museums. These "Museum Minutes" have proven to be very effective over the past year, bringing visitors from all over Wyoming to visit this wide variety of attractions we have here. They will continue to come to Casper, spend money on food and lodging, and support the museums.

### Event Changes:

If this is not a new program or event how will it be different from last year? (Please write in your answer below.)

We would like to continue with this program as it is. It is working very well!

**Dates**

On what date(s) will this event be held? Weekly from November 1, 2013 to October 31, 2013

Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

**Anticipated Attendance and Public Participation**

A participant is someone who is actively involved in the activity; a Spectator is a someone who passively enjoyed it. Please don't count people twice - one person can't be both a Participant and a Spectator!

How many people do you expect to be Participants in this event or program? N/A

How many people do you expect to attend this event as Spectators? N/A

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

**Support Requested**

Cash	The City Council can make cash grants to reimburse community groups for expenses related to the program or event.  <b>Please be aware</b> that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.
Amount: \$ 7,020	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):
Date Cash Needed: 11/01/14	To be used for weekly appearances on the Brian Scott Morning Show on KTWO Radio, where museum Directors or Educators will discuss their programs, exhibits, and events with radio talk show host Brian Scott.

In-Kind Staffing and Services	<i>The City can provide services to a group directly in order to facilitate an event.</i>				
	<b>Please be Aware</b> that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.				
	Services that are typically requested: Security (Police)    EMT's    Ski Lift Tickets    Golf Passes    Traffic Control Trash Service (cans/dumpsters)    Use and Delivery of Tables/Chairs Baseball Field Trips    Museum Passes    Pool Passes    Litter Control/Cleanup				

Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1.					
2.					
3.					
4.					

<b>Facilities</b>	<i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i>
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	<b>Please be Aware</b> that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.				
	Facilities that are typically requested: Casper Events Center    Aquatics Center    City pools    Ice Arena Fort Caspar    City Hall    Recreation Center    Sports fields    City Parks				
Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1.					
2.					
3.					
4.					

**Budget Summary**

<b>Anticipated Funding Sources</b> for this program or event. Do not list any anticipated funding from the City of Casper.		
Entry Fees		\$
Sponsorships (indicate from whom and whether the sponsorship is <b>committed funds</b> or <b>to be requested</b> ).		
1. Wyoming Cultural Trust Fund - to be requested		\$ 3,510
2.		\$
3.		\$
4.		\$
Donations (list from whom and whether the donation is <b>committed</b> or <b>to be requested</b> ):		
1.		\$
2.		\$
3.		\$
4.		\$
Applicant Funds :		\$
Other Funds (please list source(s)):		
1.		\$
2.		\$
3.		\$
4.		\$
<b>Total Funding:</b>		<b>\$ 3,250</b>

<b>Anticipated Expenses</b> for this program or event (please be as specific as you can).		
1. Weekly appearances on Brian Scott Show for one year		\$ 7,020
2.		\$

3.		\$
4.		\$
5.		\$
6.		\$
7.		\$
8.		\$
9.		\$
10.		\$
	Total Expenses:	\$ 7,020

<b>Total Revenue <i>minus</i> Total Expenses: profit (loss):</b>	\$ 3,510
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**Past Year's Budget**

Please attach a program budget from the last time you held this event, if available.

## **Community Promotions - Program Description Casper Museum Consortium “Museum Minute”**

The Casper Museum Consortium has benefitted from the Community Promotions Fund during the past year, and we greatly appreciate the City Council’s generosity.

The Casper Museum Consortium is a non-profit corporation made up of ten sites in Casper:

- Fort Caspar Museum
- Nicolaysen Art Museum & Discovery Center
- Tate Geological Museum
- Wyoming Veterans’ Memorial Museum
- The Science Zone
- Audubon Center at Garden Creek
- Casper Planetarium
- National Historic Trails Interpretive Center
- Werner Wildlife Museum
- Historic Bishop Home

The Consortium came together in 1998 as a joint venture between the City of Casper and the Natrona County School District, with the common goal of marketing the museums to both in and out of town visitors. We have grown into a relevant and useful organization in this community.

We are so fortunate to live in a city with so many top-notch museums doing such great work. And what’s more, these museums work together! It is a rare anomaly to have the variety of sites cooperating with each other in so many ways. This community has grown to appreciate the Consortium, and the Museums have benefitted from this unique approach on several different levels.

The Museum Consortium is requesting funds to continue our weekly appearances on the KTWO Radio Brian Scott Morning Show for another year beginning December 1, 2013. The Community Promotions Grant has paid for the museum Directors to take turns every week to talk with Brian Scott about an upcoming event, exhibit or class, and has seen great success with this marketing strategy. We can specifically track results from our appearances, and we realize that a good amount of potential museum visitors are Brian Scott Show listeners!

The Brian Scott Morning Show is a unique radio talk show that features news at the top of the hour, weather, sports, and conversations with people in the Casper community. If a person wants to find out what’s going on in Casper, he would be wise to tune into the Brian Scott Morning Show! Many business owners, artists, even politicians have found this radio show to be an effective way to market their wares. A lot of information can be described in great detail in a 2-minute interview; how they found Dee, the Columbian Mammoth now on display at the Tate Geological Museum, or all about the artist who will be hosting an exhibition opening next week at the Nicolaysen Art Museum. More than can be depicted in a newspaper ad or 30-second television spot, these interviews really put a personal touch on the museums’ news.

The logistics of this promotion will continue to be handled by the Consortium’s Marketing Coordinator, who will schedule weekly appearances for all ten museums. The day before the scheduled interview, the Marketing Coordinator will email the host, Brian Scott, the major talking points and the pertinent information needing to be portrayed in the interview.

There is so much to talk about at each of these museums, and generating local traffic is a hurdle museums nationwide face year round. Second best to that ever-powerful “word of mouth,” these casual conversations with Brian are where the Directors really *inspire* people, and make them want to drive to that museum!

Believing that these weekly conversations will continue to increase visitation to the museums with tourists from both in and outside of Casper as they have done this past year, the ten museums participating will see direct results of these conversations with Brian. They will spark conversations throughout the area - people who may have never visited that particular museum, but were interested in seeing what they heard about that morning.

Generating traffic and gaining memberships have resulted and will continue to do so, as long as we have a strong message to present. We still have a lot of work to do, but the Casper Museum Consortium is growing and thriving, thanks, in part, to the Community Promotions Funding.

**Community Promotions - Proposed Budget  
Casper Museum Consortium "Museum Minute"**

<u>Item</u>	<u>Price</u>	<u>Funding Source</u>
<p>Weekly live appearance on the Brian Scott Morning Show called the "Museum Minute," where Brian has an informative conversation with one of the museum Directors and closes with saying, "This Museum Minute is made possible by a grant from the City of Casper and The Wyoming Cultural Trust Fund."</p>	<p>\$135 per week x 52 (for one year)</p>	<p>Wyoming Cultural Trust Fund (for half) - pending</p>
<p>Total Cost for one year</p>	<p>\$7,020</p>	
<p><b>Total Amount Requested</b></p>	<p><b>\$3,510</b></p>	

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on August 2, 2013.

Name of Sponsoring Organization:

Casper Soccer Club Inc

Name of Program or Event:

Casper Fall Classic



## Contact Information

Contact Person: Wendy Brown Phone Number 307-473-2617 Date: 7-29-2013

Address: PO Box 2101 Casper WY 82602

Email: wendyb@caspersoccerclub.com

Is this organization a Non-Profit Organization?  Yes or  No

If so, what is your tax exempt EIN number? 83-071001

## Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. Please be as detailed as possible. When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? Please be specific and detailed. (Please write in your answer below, and attach another (1) sheet if necessary.) see attached.

## Event Changes:

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)

Will be the 17 annual Fall Classic. There are not any significant changes Planned.

**Dates**

On what date(s) will this event be held? September 13, 14, 2014

Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

**Anticipated Attendance and Public Participation**

A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? 900 -

How many people do you expect to attend this event as **Spectators**? 2600

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

**Support Requested**

**Cash**  
*The City Council can make cash grants to reimburse community groups for expenses related to the program or event.*  
**Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.**

Amount: \$ 750<sup>00</sup>  
 Date Cash Needed: 9/20/2014  
 To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):  
We will use funds to provide Medical Services on Site. Natrona County Medical Reserve Corp. attends & provides on Site on call, immediate response to any injury during the Event

**In-Kind Staffing and Services**  
*The City can provide services to a group directly in order to facilitate an event.*  
**Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.**

*Services that are typically requested:*  
 Security (Police) EMT's Ski Lift Tickets Golf Passes Traffic Control  
 Trash Service (cans/dumpsters) Use and Delivery of Tables/Chairs  
 Baseball Field Preps Museum Passes Pool Passes Litter Control/Cleanup

Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1. Trash Services	additional Cans & Trash Pickup Throughout the Event	N Casper Soccer complex	9/13 9/14	8am	7pm
2.					
3.					
4.					

**Facilities**  
*Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.*

Fl. Clsc

	<p><b>Please be Aware</b> that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</p>			
	<p>Facilities that are typically requested:</p> <p style="text-align: center;">Casper Events Center      Aquatics Center      City pools      Ice Arena              Fort Caspar      City Hall      Recreation Center      Sports fields      City Parks</p>			
Please list the facility you require:	Purpose	Date	Start Time	End Time
1. North Casper Soccer Complex	Use of Soccer fields for a 2day Tournament	9/13-9/14	8am	7pm
2.				
3.				
4.				

**Budget Summary**

<p><b>Anticipated Funding Sources</b> for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i></p>	
Entry Fees	\$ 20,900 -
<p>Sponsorships (indicate from whom and whether the sponsorship is <b>committed funds</b> or <b>to be requested</b>).</p>	
1.	\$
2.	\$
3.	\$
4.	\$
<p>Donations (list from whom and whether the donation is <b>committed</b> or <b>to be requested</b>):</p>	
1.	\$
2.	\$
3.	\$
4.	\$
<p>Applicant Funds :</p>	
<p>Other Funds (please list source(s)):</p>	
1. Concessions	\$ 1100 -
2. Vendors	\$ 300 -
3.	\$
4.	\$
<b>Total Funding:</b>	\$ 22300 -

<p><b>Anticipated Expenses</b> for this program or event (please be as specific as you can).</p>	
1. Medical Services NCMRC	\$ 750 -
2. Sanitation Services - R&R	\$ 1000 -

If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224

3. City lease 500/day	\$	1000 -
4. Programs	\$	800 -
5. Awards -	\$	2025 -
6. Field prep	\$	1430 -
7. Got Soccer	\$	687. <sup>50</sup>
8. WYS Sanction Fees	\$	1100 -
9. Referee	\$	9100 -
10. Ref lodgings & Meals	\$	2000 -
Total Expenses:		\$ 10,367. <sup>50</sup>

Total Revenue <i>minus</i> Total Expenses: profit (loss):		\$ 832. <sup>50</sup>
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**Past Year's Budget**

Please attach a program budget from the last time you held this event, if available.



Casper Soccer Club, PO Box 2101, Casper, WY 82602  
[www.caspersoccerclub.com](http://www.caspersoccerclub.com) [wendyb@caspersoccerclub.com](mailto:wendyb@caspersoccerclub.com)

**Event Program Description:**

The Casper Soccer Club Fall Classic is a two day soccer tournament that will bring in approximately 55 teams from around the state of Wyoming and occasionally from Northern Colorado or South Dakota. The Fall Classic is a qualifying event for the Wyoming teams competing in the Wyoming Cup, held this coming year in Sheridan in May. The Fall Classic is usually well attended by the State associations because of its central location to all. The Fall Classic is open to USYS teams from the age of U8 to U18. Teams are guaranteed 3 games during the weekend of soccer games, with champion games in each division. Awards are presented to the winners of each age/gender division. 40 referees will also come in from around the state as well to officiate the approximately 120 games. The games are played at the North Casper Soccer Complex.

The competitive soccer teams of Wyoming are part of the US Youth Soccer Association and Wyoming Youth Soccer. The teams are made up of the players from age 8 to age 14. The Fall Classic will bring approximately 3500 players, parents, referees and fans of soccer to the community of Casper for the weekend.

**Community Promotion Guidelines:**

The Casper Soccer Club greatly appreciates the allocation of funds the Community Promotions program. The funding provided helps the Casper Soccer Club host a quality soccer event to attract soccer families from around the State for a weekend stay in Casper by keeping the registration for the event at a reasonable fee for the teams. The Fall Classic will bring in approximately 3500 people into our community who will stay in Casper's Hotels, eat at our many restaurants and shop in the variety of retail stores available.



## 16th Casper Fall Classic 2013 Budget

September 14-15, 2013

### Income

Entry Fees (55 teams) Average entry fee \$380	20,900.00
Concessions	1,100.00
Concession/Vender Fees	300.00
t-shirts	
Sponsorship	
Sponsor (Pepsi)	750.00

Total Income **23,050.00**

### Expenses

Referee Expenses	
Referee Assigning Fee 276 assignments x \$3	\$900.00
Assistant Referee Assigning Fee	\$200.00
Referee payments	\$7,900.00
Lodging (referee)	\$1,300.00
Meals & Snacks & Beverages	\$500.00
Subtotal Referee Expenses	\$10,800.00
<b>WYS Sanction fees - \$20/team</b>	\$1,100.00
<b>Got Soccer Mngmnt fee \$12.50/team</b>	\$687.50
<b>Field Prep-labor/paint/supplies</b>	\$1,430.00
Equipment-zip ties/Flags	\$300.00
<b>Awards-Medals/Trophies</b>	
15 divisions x 18 players x 2 (1st & 2nd)x \$3.75/award	\$2,025.00
<b>Programs/ Poster Schedules/Misc-game cards/misc supplies</b>	\$791.00
<b>Rental Equipment</b>	
Tent/Chairs/Table	\$1,200.00
Radios (2 Way Radio)	\$25.00
<b>City Lease \$500/day x 2 days *</b>	\$1,000.00
<b>Sanitation</b> (R&R Services/adding services already contracted w/city )	\$1,000.00
<b>Medical Services</b> - (Donation to NCMRC for their service)	\$750.00
Subtotal Other Expenses	\$10,308.50
Total Expenses	<b>\$21,108.50</b>
<b>NET INCOME</b>	<b>1,941.50</b>

## 17th Casper Fall Classic 2014 Budget

September 13-14, 2014

### Income

Entry Fees (55 teams) Average entry fee \$380	20,900.00
Concessions	1,100.00
Concession/Vender Fees	300.00
t-shirts	
Sponsor	

Total Income **22,300.00**

### Expenses

Referee Expenses	
Referee Assigning Fee 276 assignments x \$3	\$900.00
Assistant Referee Assigning Fee	\$200.00
Referee payments	\$8,000.00
Lodging (referee)	\$1,500.00
Meals & Snacks & Beverages	\$500.00
Subtotal Referee Expenses	\$11,100.00
<b>WYS Sanction fees - \$20/team</b>	\$1,100.00
<b>Got Soccer Mngmnt Fee - \$12.50/team</b>	\$687.50
<b>Field Prep-labor/paint/supplies</b>	\$1,430.00
Equipment-zip ties/Flags	\$350.00
<b>Awards-Medals/Trophies</b>	
15 divisions x 18 players x 2 (1st & 2nd)x \$3.75/award	\$2,025.00
<b>Programs/ Poster Schedules/Misc-game cards/misc supplies</b>	\$800.00
<b>Rental Equipment</b>	
Tent/Chairs/Table	\$1,200.00
Radios (2 Way Radio)	\$25.00
<b>City Lease \$500/day x 2 days *</b>	\$1,000.00
<b>Sanitation</b> (R&R Services/adding services already contracted w/city )	\$1,000.00
<b>Medical Services -</b> (Donation to NCMRC for their service)	\$750.00
Subtotal Other Expenses	\$10,367.50
Total Expenses	<b>\$21,467.50</b>
<b>NET INCOME</b>	<b>832.50</b>

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on **August 2, 2013**.

Name of Sponsoring Organization:

Casper Soccer Club Inc

Name of Program or Event:

Spring Jamboree



## Contact Information

Contact Person: Wendy Brown Phone Number 307-473-2617 Date: 7-29-2013

Address: PO Box 2101 Casper WY 82602

Email: wendyb@caspersoccerclub.com

Is this organization a Non-Profit Organization?  Yes or  No

If so, what is your tax exempt EIN number? 83-071001

## Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.) See attached.

## Event Changes:

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)

NA



Casper Soccer Club, PO Box 2101, Casper, WY 82602  
[www.caspersoccerclub.com](http://www.caspersoccerclub.com)   [wendyb@caspersoccerclub.com](mailto:wendyb@caspersoccerclub.com)

**Event/Program Description:**

The Casper Soccer Club Spring Jamboree is a one day soccer event that will bring in approximately 60 teams from around the state of Wyoming. The jamboree style tournament is one of the first spring events in Wyoming that will bring the competitive teams together after a winter of indoor activities. The smaller communities use this event to qualify for the Wyoming Cup, so the event is usually well attended. This is sometimes the first event for the soccer year for the small clubs. The Jamboree format allows the teams to compete in half games against 4 different opponents without awards or standings. The Jam' starts the spring season in a fun, competitive, fast pace setting. Games will begin at approximately 8am and end at 7pm. Many of the teams also compete in the WyLeague Games that are held the next day, so many of the teams stay in Casper for the weekend.

Referees will also come in from around the state as well to officiate the games.

Teams from Cody, Powell, Sheridan, Buffalo, Lander, Riverton, Green River, Rock Springs, Douglas, Gillette and Laramie attend the one day Jamboree.

The competitive soccer teams of Wyoming are part of the US Youth Soccer Association and Wyoming Youth Soccer. The teams are made up of the players from age 8 to age 14. Players' Families travel and attend the Jamboree individually.

It is a Fun filled - action packed day of soccer.

**Community Promotion Guidelines:**

The Casper Soccer Club greatly appreciates the allocation of funds the Community Promotions program. The funding provided helps the Casper Soccer Club host a quality soccer event to attract soccer families from around the State for a weekend stay in Casper by keeping the registration for the event at a reasonable fee for the teams. The Spring Jamboree will bring in approximately 300 people into our community who will eat at our many restaurants and shop in the variety of retail stores available. Many will stay one of the nights of the weekend due to the distance that they travel to attend the one day Jamboree.



**Dates**

On what date(s) will this event be held? April 12, 2014

Will Casper be the regular home for this event?  Yes  No, its home is: 10<sup>th</sup> Annual

**Anticipated Attendance and Public Participation**

A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? 900-

How many people do you expect to attend this event as **Spectators**? 2100

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

**Support Requested**

<b>Cash</b>	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p><b>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</b></p>
Amount: <u>\$1000</u>	<p>To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"): <u>We will use the funds to help defer the cost of the onsite Medical Personnel and with the cost of Service provided by R&amp;R.</u></p>
Date Cash Needed: <u>4/12/2014</u>	

<b>In-Kind Staffing and Services</b>	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p><b>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</b></p>
	<p><i>Services that are typically requested:</i></p> <p>Security (Police)    EMT's    Ski Lift Tickets    Golf Passes    Traffic Control          Trash Service (cans/dumpsters)    Use and Delivery of Tables/Chairs          Baseball Field Preps    Museum Passes    Pool Passes    Litter Control/Cleanup</p>

Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1. Trash Services	- extra trash can - & additional pickup service	North Casper Soccer Complex	4/14/2014	7am	7pm
2.					
3.					
4.					

<b>Facilities</b>	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p>
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	<b>Please be Aware</b> that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.			
	Facilities that are typically requested:			
	Casper Events Center Fort Caspar	City Hall Recreation Center	Aquatics Center Sports fields	City pools City Parks
Please list the facility you require:	Purpose	Date	Start Time	End Time
1. North Casper Soccer Complex	using the facility for a soccer Jamboree	4/12/14	7am	7pm
2.				
3.				
4.				

### Budget Summary

<b>Anticipated Funding Sources</b> for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>		
Entry Fees		\$ 9,500 -
<b>Sponsorships</b> (indicate from whom and whether the sponsorship is <b>committed funds</b> or <b>to be requested</b> ).		
1.		\$
2.		\$
3.		\$
4.		\$
<b>Donations</b> (list from whom and whether the donation is <b>committed</b> or <b>to be requested</b> ):		
1.		\$
2.		\$
3.		\$
4.		\$
<b>Applicant Funds</b> :		\$
<b>Other Funds</b> (please list source(s)):		
1. T-shirt Sales		\$ 600 -
2. Concessions		\$ 900 -
3. Food Vendor		\$ 100 -
4.		\$
<b>Total Funding:</b>		\$ 11,100 -

<b>Anticipated Expenses</b> for this program or event (please be as specific as you can).		
1. Referee		\$ 4,900 -
2. Meals/Snacks/Lodging		\$ 600

If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224

3.	Equipment Rental - Radios Tents.	\$	1025 -
4.	Medical	\$	500 -
5.	Sanitation, R & R & Trash	\$	950 -
6.	Field prep	\$	1000 -
7.	Got Soccer Mngment.	\$	962.50
8.		\$	
9.		\$	
10.		\$	
		<b>Total Expenses:</b>	\$ 11397.50

		<b>Total Revenue minus Total Expenses: profit (loss):</b>	\$ < 297.50 >
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**Past Year's Budget**

Please attach a program budget from the last time you held this event, if available.

## 2013 SPRING JAMBOREE BUDGET

	Estimated Budget		Actual Budget	
	income	expenses	income	expenses
<b>Income</b>				
Registration Fees	\$7,500.00		\$11,805.00	
T-shirt vendor				
Vendors				
<b>Expenses</b>				
Lease City of Casper		\$ 500.00		\$ 250.00
WVS Tournament Fees		\$ 960.00		\$ 1,380.00
Referee Expenses				
Assignor/asst assignor		\$ 1,100.00		\$ 960.00
Referee Compensation		\$ 3,800.00		\$ 3,770.00
Field prep		\$1,000		\$ 870.00
Meals		\$ 250.00		-
Room for assignor/refs		\$250		\$378.00
Snacks		\$ 100.00		\$ 56.44
Two Way Radio		\$ 25.00		\$25.00
Tent		\$ 1,000.00		-----
Medical - NCMRC		\$ 500.00		\$500
R&R Services		\$1,000.00		\$616
Got Soccer Management		\$ 962.50		\$ 962.50
Trash Service				
Total		\$ 11,447.50		\$ 9,767.94
<b>Total Income</b>				

food supplied to our referees - Approx 50 people total

74 teams attending

Famous Daves- in Kind service-ref meals instead of Vendor fee

tent not available due to change in Date

# 2014 Spring Jamboree

12-Apr-14

	Estimated Budget	
	income	expenses
<b>Income</b>		
Registration Fees	\$9,500.00	
T-shirt vendor	\$600	
Concession	\$900	
vendors	\$100.00	
<b>Total Income</b>	<b>\$11,100.00</b>	
<b>Expenses</b>		
Lease City of Casper		\$ 500.00
WYS Tournament Fees		\$ 960.00
Referee Expenses		
Assignor/asst assignor		\$ 1,100.00
Referee Compensation		\$ 3,800.00
Field prep		\$1,000
Meals		\$ 250.00
Room for assignor/refs		\$250
Snacks		\$ 100.00
Two Way Radio		\$ 25.00
Tent		\$ 1,000.00
Medical - NCMRC		\$ 500.00
R&R Services		\$800.00
Got Soccer Management		\$ 962.50
Trash Service		\$ 150.00
<b>Total Expenses</b>		
<b>Total</b>		<b>\$ 11,397.50</b>
<b>Total Income</b>	(\$297.50)	

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on **August 2, 2013**.

Name of Sponsoring Organization:  
Casper Soccer Club Inc

Name of Program or Event:  
Rocky Mountain Indoor Cup



## Contact Information

Contact Person: Wendy Brown Phone Number 307-473-2617 Date: 7-29-2013  
Address: P.O. Box 2101 Casper WY 82602  
Email: wendyb@caspersoccerclub.com  
Is this organization a Non-Profit Organization?  Yes or  No  
If so, what is your tax exempt EIN number? 83-071001

## Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.) See Attached.

## Event Changes:

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)  
last year, we had to split the event into 2 weekends at 2 locations due to weather issue. This year, hoping to keep it to one venue &

**Dates**

On what date(s) will this event be held? January 17, 18 & 19, 2014

Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

**Anticipated Attendance and Public Participation**

A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? 500

How many people do you expect to attend this event as **Spectators**? 2500

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

**Support Requested**

**Cash**  
*The City Council can make cash grants to reimburse community groups for expenses related to the program or event.*  
**Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.**

Amount: \$1200-  
 Date Cash Needed: 1/17/2014  
 To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"): We will use the funds to produce the program for the Event and for the awards for the Event. The Awards will be given to the Top teams of each Division. Many of the Teams competing in the top games are out of Town Teams

**In-Kind Staffing and Services**  
*The City can provide services to a group directly in order to facilitate an event.*  
**Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.**

- Services that are typically requested:*
- Security (Police)    EMT's    Ski Lift Tickets    Golf Passes    Traffic Control
  - Trash Service (cans/dumpsters)    Use and Delivery of Tables/Chairs
  - Baseball Field Preps    Museum Passes    Pool Passes    Litter Control/Cleanup

Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1. CEC-staff Services	Staff - installation of Turf - Tear down of Turf & Event Staff	Casper Event Center	1/17 - 1/19	8am	11pm
2.					
3.					
4.					

**Facilities**  
*Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.*

<p><b>Please be Aware</b> that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</p>				
<p>Facilities that are typically requested:</p> <p style="text-align: center;">Casper Events Center      Aquatics Center      City pools      Ice Arena Fort Caspar      City Hall      Recreation Center      Sports fields      City Parks</p>				
Please list the facility you require:	Purpose	Date	Start Time	End Time
1. Casper Event Center	Use of Event Center for an Indoor Soccer Tournament	1/17-1/19	8am	5pm Sunday
2.				
3.				
4.				

### Budget Summary

<p><b>Anticipated Funding Sources</b> for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i></p>	
Entry Fees	\$ 12,250 -
<p>Sponsorships (indicate from whom and whether the sponsorship is <b>committed funds</b> or <b>to be requested</b>).</p>	
1.	\$
2.	\$
3.	\$
4.	\$
<p>Donations (list from whom and whether the donation is <b>committed</b> or <b>to be requested</b>):</p>	
1.	\$
2.	\$
3.	\$
4.	\$
<p>Applicant Funds :</p>	
<p>Other Funds (please list source(s)):</p>	
1. program ads/Banners	\$ 1000 -
2. 50/50 Raffle	\$ 120 -
3.	\$
4.	\$
<b>Total Funding:</b>	\$ 14,220 -

<p><b>Anticipated Expenses</b> for this program or event (please be as specific as you can).</p>	
1. Referee -	\$ 2870 -
2. lodging & Meals	\$ 1600 -

3. W/S - Sanction Fee	\$	500 -
4. Banners -	\$	350 -
5. Field Prep.	\$	800 -
6. Awards/programs	\$	1200 -
7. Event Center Rent	\$	4500 -
8. - staff/installation/Parking/equipment	\$	4250 -
9. Got Soccer fees	\$	625 -
10. Medical Services	\$	750 -
	<b>Total Expenses:</b>	<b>\$ 17885 -</b>

	<b>Total Revenue minus Total Expenses: profit (loss):</b>	<b>\$ 3665 -</b>
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**Past Year's Budget**

Please attach a program budget from the last time you held this event, if available.



Casper Soccer Club, PO Box 2101, Casper, WY 82602

[www.caspersoccerclub.com](http://www.caspersoccerclub.com)

[wendyb@caspersoccerclub.com](mailto:wendyb@caspersoccerclub.com)

**Event Program Description:**

The Casper Soccer Club Fall Classic is a two day soccer tournament that will bring in approximately 55 teams from around the state of Wyoming and occasionally from Northern Colorado or South Dakota. The Fall Classic is a qualifying event for the Wyoming teams competing in the Wyoming Cup, held this coming year in Sheridan in May. The Fall Classic is usually well attended by the State associations because of its central location to all. The Fall Classic is open to USYS teams from the age of U8 to U18. Teams are guaranteed 3 games during the weekend of soccer games, with champion games in each division. Awards are presented to the winners of each age/gender division. 40 referees will also come in from around the state as well to officiate the approximately 120 games. The games are played at the North Casper Soccer Complex.

The competitive soccer teams of Wyoming are part of the US Youth Soccer Association and Wyoming Youth Soccer. The teams are made up of the players from age 8 to age 14. The Fall Classic will bring approximately 3500 players, parents, referees and fans of soccer to the community of Casper for the weekend.

**Community Promotion Guidelines:**

The Casper Soccer Club greatly appreciates the allocation of funds the Community Promotions program. The funding provided helps the Casper Soccer Club host a quality soccer event to attract soccer families from around the State for a weekend stay in Casper by keeping the registration for the event at a reasonable fee for the teams. The Fall Classic will bring in approximately 3500 people into our community who will stay in Casper's Hotels, eat at our many restaurants and shop in the variety of retail stores available.



# Rocky Mountain Indoor Cup Budget

January 17, 18 & 19, 2014

Income	Budgeted	notes
Entry Fees	12,250.00	
program ads/banners/sponsors	1,000.00	
T-shirt		
50/50	120.00	
<b>Total Income</b>	<b>14,220.00</b>	
<b>Expenses</b>		
Referee Expenses		
Referee Assigning Fee 90 assignments x \$3		270
Assistant Referee Assigning Fee		100
Referee payments		2600
Lodging (referee)		\$600
Meals & Snacks & Beverages		1000
		4,570.00
Subtotal Referee Expenses		
<b>WYS Sanction Fees</b> \$10/team 6v6 all others \$20/team		500
Banners		350
<b>Field Prep-labor/paint/supplies</b>		800
Equipment-zip ties/Flags/gaffers tape		350
<b>Awards-Medals/Trophies</b>		
12 divisions x 10 players x 2 (1st & 2nd)x \$3.50/award		1000
<b>Programs/ Poster Schedules/Misc-game cards/misc supplies</b>		200
Rental Equipment / Misc equipment		
Event Center Rent \$1500/day		4500
staff/installation/equipment/parking		4240
Turf Purchase -		\$2,000.00
<b>Got Soccer Use fees for the tournament</b> \$12.50/team		625
<b>Medical Services -</b> (Donation to NCMRC for their service)		750
		17,885.00
Subtotal Other Expenses		
Vet Loss	\$3,665	

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on **August 2, 2013**.



Name of Sponsoring Organization:  
Central Wy. Fair Assoc.

Name of Program or Event:  
Downtown Sidewalk  
Chalk Art Festival

## Contact Information

Contact Person: Angela Berry Phone Number: 307.235.5775 Date: 7-31-13  
Address: 1700 Fairgrounds Rd. Casper WY 82604  
Email: anglaberry@presnan.net  
Is this organization a Non-Profit Organization?  Yes or  No  
If so, what is your tax exempt EIN number? 83-60000037

## Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

The purpose of the Downtown Sidewalk Chalk Art Festival is to bring the community together and build awareness of the Central Wyoming Fair + PRCA Rodeo. It is an event that is fun and free for families and open to all ages + talent levels. The hustle + bustle it creates downtown brings business to the local establishments. There are no other events like this in Casper and it has grown from just over 100 participants its first year to over 400 its 3rd year. We expect it to continue to grow with the support of the community.

## Event Changes:

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)

No changes are planned for this event. Since its inception 3 years ago, it has steadily grown in both participants as well as spectators.

### Dates

On what date(s) will this event be held? July 5, 2014

Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

### Anticipated Attendance and Public Participation

A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? 400

How many people do you expect to attend this event as **Spectators**? 1,500

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

### Support Requested

<b>Cash</b>	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p><b>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</b></p>				
Amount:	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):				
Date Cash Needed:	Funds will be used to help market the event through producing brochures, flyers, etc. to be distributed to area schools, daycares, youth programs, etc. as well as any other print advertising				
<b>In-Kind Staffing and Services</b>	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p><b>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</b></p> <p><i>Services that are typically requested:</i></p> <p>Security (Police)    EMT's    Ski Lift Tickets    Golf Passes    Traffic Control          Trash Service (cans/dumpsters)    Use and Delivery of Tables/Chairs          Baseball Field Preps    Museum Passes    Pool Passes    Litter Control/Cleanup</p>				
Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1.					
2.					
3.					
4.					
<b>Facilities</b>	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p>				

	<b>Please be Aware</b> that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.			
	Facilities that are typically requested: Casper Events Center      Aquatics Center      City pools      Ice Arena Fort Caspar      City Hall      Recreation Center      Sports fields      City Parks			
Please list the facility you require:	Purpose	Date	Start Time	End Time
1.				
2.				
3.				
4.				

### Budget Summary

Anticipated Funding Sources for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>	
Entry Fees	\$ n/a
Sponsorships (indicate from whom and whether the sponsorship is <u>committed funds</u> or <u>to be requested</u> ).	requested
1. Pepsi	\$ 3,000
2. Greiner Ford	\$ 2,000
3.	\$
4.	\$
Donations (list from whom and whether the donation is <u>committed</u> or <u>to be requested</u> ):	requested
1. Elks Club	\$ 1,500
2. Martin Family Foundation	\$ 5,000
3. McMurry Foundation	\$ 5,000
4. Wyoming Community Foundation	\$ 5,000
Applicant Funds :	\$
Other Funds (please list source(s)):	
1.	\$
2.	\$
3.	\$
4.	\$
<b>Total Funding:</b>	\$ TBD - no commitments at this time

Anticipated Expenses for this program or event (please be as specific as you can).	
1. Advertising	\$ 5,000
2. Supplies	\$ 3,200

If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224.

3. Printing	\$	5,000
4. Labor X 24 hours	\$	600
5.	\$	
6.	\$	
7.	\$	
8.	\$	
9.	\$	
10.	\$	
<b>Total Expenses:</b>		\$ 13,700

<b>Total Revenue minus Total Expenses: profit (loss):</b>		\$
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### Past Year's Budget

Please attach a program budget from the last time you held this event, if available.

There is no set budget for this event individually, we have been tying it in with our budget for the Central Wyoming Fair + PRCA Rodeo, as it is a kick-off event. We are trying to get it on it's own as it has grown tremendously over the past 3 years.

# PANCAKE BREAKFAST & SIDEWALK CHALK ART FESTIVAL

Pre-Register at Downtown Development Authority  
or at the Fairgrounds Arena Offices

4th Annual Pancake Breakfast and  
Sidewalk Chalk Art Festival  
*Saturday July 5th, 2014 8am-4pm*



- Free Pancake Breakfast Begins at 8:00am outside Downtown Development
- Sidewalk Chalk Registration Begins at 8:00am
- Sidewalk Chalk Art Festival Begins at 10:00am
- Street Vendors open at 10:00am

For More Information Please Call:  
307.235.5775 or visit [www.centralwyomingfair.com](http://www.centralwyomingfair.com)



# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on **August 2, 2013**.

Name of Sponsoring Organization:

Central WY Fair Assoc.

Name of Program or Event:

CWFR - 2014



## Contact Information

Contact Person: Angela Berry Phone Number: 307.235.5775 Date: 7-31-13

Address: 1700 Fairground's Rd. Casper, WY 82604

Email: angela.berry@bresnan.net

Is this organization a Non-Profit Organization?  Yes or  No

If so, what is your tax exempt EIN number? 83-600000037

## Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

The Central Wyoming Fair + PRCA Rodeo brings over 700 contestants throughout the week and we have season ticket holders from more than 15 states. That number grows each year. We also have a license plate survey that we do each year and not only do we have each county in Wyoming represented, but also each of the 50 states are represented as well. (See attached)

## Event Changes:

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)

This is an annual event that has been held in Casper for over 65 years. There are always a few changes that occur throughout the years, but mainly in entertainment, otherwise it stays the same.

**Dates**

On what date(s) will this event be held? July 4 - July 12, 2014

Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

**Anticipated Attendance and Public Participation**

A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? 700 rodeo + 1,500

How many people do you expect to attend this event as **Spectators**? 130,000

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

**Support Requested**

<b>Cash</b>	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p><b>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</b></p>
Amount: \$	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):
Date Cash Needed: <u>   </u> / <u>   </u> / 20 <u>   </u>	

<b>In-Kind Staffing and Services</b>	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p><b>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</b></p> <p><i>Services that are typically requested:</i></p> <p><u>(CEC Staff)</u>          Event Center Security (Police) EMT's Ski Lift Tickets Golf Passes Traffic Control          Trash Service (cans/dumpsters) Use and Delivery of Tables/Chairs          Baseball Field Preps Museum Passes Pool Passes Litter Control/Cleanup</p>
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Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1. CEC Security	Fairgrounds Security	Fairgrounds	7/4	*please	
2. "	"	"	7/5	see attached	
3. "	"	"	7/6	schedule *	
4. "	"	"	7/7		

<b>Facilities</b>	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p>
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	<b>Please be Aware</b> that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.			
	Facilities that are typically requested: Casper Events Center      Aquatics Center      City pools      Ice Arena Fort Caspar      City Hall      Recreation Center      Sports fields      City Parks			
Please list the facility you require:	Purpose	Date	Start Time	End Time
1.				
2.				
3.				
4.				

### Budget Summary

Anticipated Funding Sources for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>	
Entry Fees	\$
Sponsorships (indicate from whom and whether the sponsorship is <b>committed funds</b> or <b>to be requested</b> ).	requested
1. Pepsi	\$ 5,000
2. Sutherlands	\$ 3,500
3. Hill Top Bank	\$ 5,500
4. Power Service	\$ 7,000
Donations (list from whom and whether the donation is <b>committed</b> or <b>to be requested</b> ):	requested
1. Martin Family Foundation	\$ 5,000
2. McMurry Foundation	\$ 5,000
3. The World Foundation	\$ 5,000
4. Wycommunity Foundation	\$ 5,000
Applicant Funds :	\$
Other Funds (please list source(s)):	requested
1. First Interstate Bank Foundation	\$
2.	\$
3.	\$
4.	\$
<b>Total Funding:</b>	\$ TBD (see attached)
	No commitments at this time.
Anticipated Expenses for this program or event (please be as specific as you can).	
1. Security (CEC)	\$ 40,000
2. FMTS (WMC)	\$ 40,000

3. Sound	\$ 6,850
4. Stock Contractor	\$ 71,000
5. Advertising	\$ 70,000
6. Labor	\$ 112,000
7. Prize Awards	\$ 105,000
8. Utilities	\$ 23,000
9. Supplies	\$ 12,000
10. Printing	\$ 7,000
<b>Total Expenses:</b>	<b>\$ 545,000</b>

<b>Total Revenue minus Total Expenses: profit (loss):</b>	<b>\$</b> not available
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**Past Year's Budget**

Please attach a program budget from the last time you held this event, if available.

at this time - will provide upon request  
 We have not finished finalizing numbers as fair just wrapped up this month.



## **Central Wyoming Fair & PRCA Rodeo**

The mission of the Central Wyoming Fair & Rodeo is to provide facilities that accommodate a variety of activities. The facilities will be designed and maintained to serve the activities and needs of 4-H & FFA Youth, individuals, community and government groups as well as businesses. The primary objective of the Central Wyoming Fair is to promote, plan and put on an annual Fair for the benefit of Natrona County residents for the improvement of our community. There will be a special emphasis on the agricultural education & history of Natrona County, Wyoming. As we celebrate our present successes, we will look and plan for the future and demonstrate an appreciation for the growing business community.

**Rodeo Ranked in the top 25 during the 2013 Season Based on the Total Championship Monies Paid**

**2013 Rodeo Attendance: 35,650**

**2013 Central Wyoming Fair & PRCA Rodeo Attendance: 135,650**

**Our Rodeo Begins on Tuesday & Ends on Saturday Totaling 5 Nights**

**The 2013 Carnival Will Open on Friday July 5<sup>th</sup>, and Will Continue Through Saturday, July 13<sup>th</sup>**

- **Kids Day will be held on Tuesday July 9<sup>th</sup> and Friday July 12<sup>th</sup> from 12pm-5pm**

**The Saturday before the Rodeo, July 6<sup>th</sup>, we hold the Downtown Sidewalk Chalk Art Festival & the Demolition Derby in the Outdoor Arena.**

### **Midway Entertainment 2013**

- **Kid's Free Play Area**
- **TYZEN-Hypnotist & Master of Laughter**
- **Animal Specialties- Educational Petting Zoo**
- **Any Other that may come up**

### **Nightly Promotions:**

- **Tuesday- Casper Day (Seniors get in Free)**
- **Wednesday- Patriot Day (Military Personnel active & retired get in free)**
- **Thursday- Tough Enough To Wear Pink (wear you pink to support Breast Cancer Awareness)**
- **Friday- 4H Alumni Night**
- **Saturday- Finals Night**

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### **CENTRAL WYOMING FAIRGROUNDS**

1700 Fairgrounds Road — Casper, WY 82604 — (307)235-5775ph. — (307)266-4224 FAX  
cwfr@centralwyomingfair.com — [www.centralwyomingfair.com](http://www.centralwyomingfair.com)

**2014 Sponsorship List (requested)**

**Banners:**

**Flag:**

**Events: (\$4,000)**

**Bareback: Loaf N Jug (6 Box per night )**

**Tie Down Roping: Budweiser (6 Box per night )**

**Saddle Bronc: Pendleton (4 GA 4 VIP per night per contract )**

**Steer Wrestling: Fremont Motors (6 box per night)**

**Team Roping: Eastridge Mall (6 Box per night )**

**Barrel Racing: Sutherland's (6 Box per night )**

**Bull Riding: ARS (6 Box per night )**

**REQUESTED Subtotal \$28,000**

**Performance: (\$5,500)**

**Tuesday: CACVB**

**Wednesday: Power Service**

**(100 General Admission)**

**Thursday: Rocky Mtn. Oncology**

**(80 Best Available Box Seats Thursday July 11<sup>th</sup>)**

**Friday: Pepsi**

**(80 Best Available Box Seats Friday July 12th 25 gate admissions )**

**Saturday: Hilltop Bank** (100 Best Available Box Seats Saturday July 13th 25 gate admissions, general admission)

**REQUESTED Subtotal: \$27,500**

**Misc:**

**Bull Gate Sponsorship: Greenline(Trade for equipment)**

**Announcer Stand Sponsor: Anadarko (\$2,000)**

(4 Reserved per night)

**Hospitality Tent: Pepsi (Trade for product)**

( 6 Box per night best available)

**Mutton Bustin': Grizzly Excavating (\$4,000)**

( 8 Chute seats per night)

**Return Gate Sponsor: Murdoch's (\$3,000)**

(6 Reserved Per Night)

**Science Zone: open (2,500)**

(6 Reserved Per Night)

**National Anthem: open(\$5,000)**

(12 reserved per night)

**Animal Specialties Petting Zoo: open (\$5,500)**

**REQUESTED Subtotal: \$9,000**

**Banner Sponsorships: (\$500 each)**

**Homax Oil**

**Bank of the West x 2**

**Union Telephone**

**ANB Bank**

**Platte Valley Bank**

**Johnson Resturants x 2**

**Chesapeake Energy**

**Halliburton**

Honnen Equipment

Century Link

Requested Subtotal: \$6,000

Chute Gates: (\$1,000+)

Coors/Coors Light (2 bids) (2,000 each)

Stotz Equipment (\$2,000)

Wyoming Medical Center (\$1,500)

Pepsi (\$1,500)

Community Health Center (2 GA per night, ok'd by Tom) \$2,000

Boot Barn(\$2,000)

ITC Electrical-(\$1,500)

Mt. View Regional Hospital (\$1,500)

Bar D (trade for services)

REQUESTED Subtotal: \$17,500

Buckles: (\$2,000)

(4 Chute Seats )

Power Service

Grandstand Advertising (\$2,400 total)

Day Sheet Advertising (\$1,500)

Casper College

PEPSI

Poor Boys \$400

Stotz Equipment (Trade no billing)

Pacific Steel \$600

Silver Fox \$250

Wyoming Rents \$250

**National:**

**Dodge (\$4,175)**

**35 GA 10 Chute Seats per contract**

**Pendleton (\$2,500)**

**4 GA & 4 VIP per night per contract**

**GRANTS:**

**\$20,000 CACVB**

**Grand Total requested: \$120, 575**

## County Fairs, Why?

by Baxter Black

"Most people just don't get it," said Ron, bemoaning the urban politicians that continue to whittle away at funding for county fairs and the Ag Extension Service. "It's all about the kids learning real life."

To their misfortune, urban children have much less opportunity to connect with real life. They look at some farm kid working on his show steer every day for months. It is beyond their comprehension. "Why", they think, 'Would anyone want to waste their time in such a mindless pursuit?' and then they whip out their Game Boy and fall into a trance.

Thank goodness there are some politicians, corporations and influential associations that DO get it. As farmers and livestock raisers continue to decline in numbers, it is even more critical that parents, county agents, ag teachers, 4H leaders, scientists and teachers instill in the next generations the realities of life that farming depends on. Does America want to become a net importer of food in fifty years?

I appreciate Mrs. Obama's garden, Whole Foods specialty markets, organic and natural producers. They have a niche market. But who is going to feed the other 99% of our burgeoning population, much less a hungry third world?

Those kids, our kids who are fitting steers, doing chores, picking apples, showing hogs, driving the grain truck, learning to weld, riding pens, irrigating strawberries, managing a pasture, hosing the milk room, stacking hay and learning to read the sky are assimilating the mountain of knowledge that it takes to make dirt and rain into food.

Farm kids start learning the land and the livestock when they are old enough to carry a bucket. When they help with the daily chores they are practicing. It's like taking piano lessons or tennis lessons except what farm kids learn has a much more profound objective; feeding us all.

Our culture expends a great deal of effort on future NBA stars, astronauts, environmental lawyers, doctors, and political science majors. But for every 100 rock stars, Rhoades Scholars and Heisman trophy winners our country produces, we better make sure we spend enough to train at least two future farmers, so the rest of them can eat. That is the essence of the county fair.

Beneath all the fun, auctions, and show ribbons, the serious business of learning how to make a living off the land continues like an underground river.

The list of 'essential professions' is a short one. That's the reality of real life. Farm kids hold our future in their hands. They are in training to feed the world. And fair board members and county agents get it.

**CENTRAL WYOMING FAIR & RODEO  
2011 FAIR & RODEO STAFFING SECURITY**

*\*Subject to change for 2011*

LOCATION	# OF POSITIONS	DAY & TIMES	HOURS PER POSITION
INDUSTRIAL BLDG.	1	JULY 11 - 18 MONDAY - MONDAY (12 PM - 12 AM MON; 12 AM - 12 AM TUES - SAT)	180
INDUSTRIAL BLDG.	1 (USE SUPERVISOR OR RELIEF)	JULY 12-16 TUESDAY - SATURDAY 11 P.M. - 12 MIDNIGHT	5
GATES:			
SOUTH (MAIN GATE)	1	JULY 12-16 TUESDAY - SATURDAY 3 P.M. - 10 P.M. (WHEN THEY STOP SELLING TICKETS)	35
WYOMING BLVD. GATE	1	JULY 12-16 TUESDAY - SATURDAY 10 A.M. - 11 P.M.	65
WYOMING BLVD. GATE	1	JULY 12-16 4:30 P.M. - 10:30 P.M.	30
WYOMING BLVD. GATE	1	JULY 12-16 5 P.M. - 7 P.M. (USE RELIEF WHEN REAL BUSY)	10
NORTH GATE	2	JULY 12-16 TUESDAY - SATURDAY 6 A.M. - 12 MIDNIGHT	171
4-H GATE	1	JULY 8 FRIDAY 5 P.M. - 12 MIDNIGHT	7
4-H GATE	1	JULY 9-11 SATURDAY - MONDAY 7 A.M. - 9:30 P.M.	43.5
4-H GATE	1	JULY 12-15 TUESDAY - FRIDAY 8 A.M. - 9:30 P.M.	54
4-H GATE	1	JULY 16 SATURDAY 6 A.M. - 9:30 P.M.	15.5
MUSEUM GATE	1	JULY 12-16 TUESDAY - SATURDAY 8 A.M. - 12 MIDNIGHT (STOPS TRAFFIC)	80

MUSEUM GATE	1	JULY 8 FRIDAY 5 P.M. - 12 MIDNIGHT	7
MUSEUM GATE	1	JULY 9 SATURDAY 7 A.M. - 12 MIDNIGHT	17
MUSEUM GATE	1	JULY 10 SUNDAY 8 A.M. - 12 MIDNIGHT	16
MUSEUM GATE	1	JULY 11 MONDAY 12 NOON - 12 MIDNIGHT	12
MAIN TICKET GATE	1	JULY 8 FRIDAY 5 P.M. - 12 MIDNIGHT	7
MAIN TICKET GATE	1	JULY 9 SATURDAY 11:30 A.M. - 12 MIDNIGHT	12.5
MAIN TICKET GATE	1	JULY 10 SUNDAY 11:30 A.M. - 12 MIDNIGHT	12.5
MAIN TICKET GATE	1	JULY 11 MONDAY 5:30 P.M. - 12 MIDNIGHT	6.5
MAIN TICKET GATE	2	JULY 12-14 TUESDAY - THURSDAY 11 A.M. - 12 MIDNIGHT	78
MAIN TICKET GATE	2	JULY 15 - 16 FRIDAY - SATURDAY 11 A.M. - 12 MIDNIGHT	52
SHOWER GATE	1	JULY 8 FRIDAY 5 P.M. - 12 MIDNIGHT	7
SHOWER GATE	1	JULY 9-10 SATURDAY - SUNDAY 11:30 A.M. - 12 MIDNIGHT	25
SHOWER GATE	1	JULY 11 MONDAY 5:30 P.M. - 12 MIDNIGHT	6.5
SHOWER GATE	1	JULY 12-16 TUESDAY - SATURDAY 8 A.M. - 12 MIDNIGHT	80
INSIDE PARK	1	JULY 12-16	22.5

		TUESDAY - SATURDAY 5 P.M. - 9:30 P.M. (NEEDS RADIO)	
MONEY ROOM (MAY NEED 1 GUARD AT MONEY ROOM FRI - MON; JULY 7 - 10 IF LINDA ASKS FOR ONE)	1	JULY 12-16 TUESDAY - SATURDAY 10:45 A.M. - 10 P.M.	56.25
RODEO AREA (WEST TRACK)	1 CONTROL TRAFFIC DURING BARREL RACING	JULY 12-16 TUESDAY - SATURDAY 5 P.M. - 10:30 P.M.	27.5
ARENA AREA GATES (EAST END)	2 (1 EA. GATE)	JULY 9 SATURDAY 2 P.M. - 8 P.M.	12 MAXIMUM
ARENA CHUTE (EAST END)	1	JULY 12-16 TUESDAY - SATURDAY 5 P.M. - 10:30 P.M.	27.5
CHUTE GATE	1	JULY 12-16 TUESDAY - SATURDAY 6:30 P.M. - 10:30 P.M.	20
ROVER (BARNS)	1	JULY 12-16 TUESDAY - SATURDAY 6 P.M. - 10:30 P.M.	22.5
ROVER (TRACK)	1	JULY 12-16 TUESDAY - SATURDAY 5 P.M. - 9:30 P.M.	22.5
DRIVE THRU GATE ACROSS TRACK	1	JULY 9 SATURDAY 2 P.M. - 8 P.M.	6 MAXIMUM
CHUTE SEATS -- TICKET KEEP PEOPLE OFF FENCES & CHUTES	2	JULY 12-16 TUESDAY - SATURDAY 7 P.M. - 10 P.M.	30
TICKET TAKERS & TICKET CHECKERS (TEAR TICKETS & MOVE PEOPLE OUT OF AISLES, BOX SEATS & VIP BOX THEY DIDN'T PURCHASE)	10	JULY 9 SATURDAY 3 P.M. - 8 P.M. LEAVE EARLIER IF DERBY GETS OVER EARLIER	50 MAXIMUM
TICKET TAKERS & TICKET CHECKERS (TEAR TICKETS & MOVE PEOPLE OUT OF AISLES, BOX SEATS & VIP BOX THEY DIDN'T PURCHASE)	10	JULY 12-16 TUESDAY - SATURDAY 6:00 P.M. - 10 P.M.	175
EXTRA	2	JULY 15 - 16 FRIDAY - SATURDAY	16

		6 P.M. - 10 P.M.	
EXTRA	2	CEC WILL PROVIDE 3 GOLF CARTS FOR MONEY ROOM & RUNNING PEOPLE TO GATES	[ ]
GRANDSTAND AREA BEER DOORS	4	JULY 9 SATURDAY 3 P.M. - 10 P.M.	28
GRANDSTAND AREA BEER DOORS	4	JULY 12-16 TUESDAY - SATURDAY 6 P.M. - 11 P.M.	100
SUPERVISORS	1	JULY 8-11 FRIDAY; SATURDAY (DEMO DERBY); SUNDAY; MONDAY	[ ]
SUPERVISORS	2	JULY 12-13 TUESDAY - SATURDAY	[ ]
RELIEF	2	JULY 12-16 TUESDAY - SATURDAY 8 A.M. - 10 P.M.	140
VIP TENT (WEST END OF GRANDSTAND VIP HOSPITALITY TENT WILL HAVE A SPONSOR TICKET ALLOWED IN TENT)	2	JULY 13-16 WEDNESDAY-SATURDAY 6 P.M. - 11 P.M.	50
TOTAL HOURS			1840.75 + SUPERVISORS, EXTRA'S & ENTERTAINMENT TENT

- KEEP (2) GUARDS AT TRACK CROSSING DURING BARREL RACING PERT., AND SLACK – TUES, WEDS, TO MONITOR VEHICLE & FOOT TRAFFIC.
- GRANDSTAND AREA BEER DOORS – DO NOT ALLOW BEER OUT OF FROM UNDER THE GRANDSTANDS.
- RESERVED SEATING TICKETS MUST BE CHECKED - SEATS ARE TO ONLY OCCUPY THOSE WHO HAVE A TICKET ASSIGNED TO THAT SEAT.
- STRIPING IN VENDOR LOT & V.I.P. LOT FOR PARKING; RIGHT TURN ONLY OUT OF WEST GATE DURING FAIR 8:00P.M. – 11:00 P.M. WE WILL BE PLACING THIS SIGN.
- PARKING AREA FOR EMPLOYEES AND SPECIAL GUESTS - NO ONE ALLOWED IN THIS AREA WITHOUT AN OFFICIAL PARKING PASS, AND A WHITE NUMBERED PASS.
- WE WILL BE PLACING A SIGN ON THE MUSEUM GATE – SAYING VENDORS, V.I.P.'S & 4-H ONLY, NO PUBLIC PARKING.

## 2012 CENTRAL WYOMING FAIR 4-H/FFA ACTIVITIES

Sat., Feb. 18	10 a.m.	Cat Show @ ARLC
Sat., May 5	10 a.m.	4-H Dog Show @ CWF Arena
Sun., May 6	9 a.m.	4-H Dog Agility Match @ CWF Arena
Mon., June 4	1:00-3:00 p.m.	4-H Foods Fair, Measuring & Table Setting Contests @ ARLC
Tues., June 5	9:00 a.m. to Noon	4-H Presentation & Impromptu Contests @ ARLC
Thur., June 14	4:00 p.m.	<b>Fair Entries Due (Early bird entries due 06/7/12)</b>
Sat., June 23		Tractor Driving Contest
Thurs., June 28	9:00 a.m.-Noon	4-H Fabric & Fashion Judging @ ARLC (Home Environment, Knitting, Crochet, Child Development)
	7:00 p.m.	Public Fashion Revue @ ARLC
Thurs., July 5	1-5 p.m.	Judge General, Foods, Visual Arts (not garden) exhibits @ CWF

### \*\*\*Healthy Animal Vet Check Schedule\*\*\*

**Booklet available @ 4-H Office. All animals (except pocket pets) must first go to the ARLC check point**

Sun., July 8	10:30 a.m. to 12:30 p.m.	Rabbits & Poultry due on grounds
	Noon	Beef due on grounds
	4:00 p.m.	Beef weigh-in, retinal scan & ultrasound
Mon., July 9	9:00 a.m.	<b>Rabbit Showmanship</b>
	9:00 a.m.	Swine due on grounds
	10:00 a.m.	Swine weigh-in & ultrasound
	10:00 a.m. - Noon	Garden Exhibits due & judged @ Hall of Champions
	Noon	Wool fleeces due
	1:00 p.m.	<b>Rabbit Show; meat pens, breed &amp; fur classes</b>
		Goats & Sheep due on grounds
	2:00-2:15 p.m.	Goat weigh-in retinal scan & ultrasound
	2:15 p.m.	Sheep weigh-in retinal scan & ultrasound
	6:00 p.m.	Livestock Sale Mandatory Meeting Casper Room @ ARLC
Tues., July 10	9:00 a.m.	<b>Poultry Show</b>
	Noon	Breeding beef & feeder calves due on grounds
	3:00 p.m.	<b>Beef Show; Breeding Beef, Showmanship, Market Beef</b>
Wed., July 11	9:00 a.m.	<b>Market Sheep Showmanship &amp; Show</b>
	4:00 p.m.	<b>Market Swine Show; Gilts, Barrows, Overall Champion</b>
Thurs., July 12	8:00 a.m.	<b>Dairy Goat Showmanship &amp; Show followed by</b>
		<b>Market Goat Showmanship &amp; Market Goat Show</b>
	11:00 a.m.	<b>Breeding Sheep Showmanship &amp; Show, Wool Show</b>
	2:00 p.m.	Livestock Sale Contracts Due
	4:00 p.m.	<b>Swine Showmanship</b>
Fri., July 13	Noon	<b>Pocket Pet Parade Show (check in 11 a.m.) followed by Outrageous Poultry Show, Hippity Hop Rabbit Costume Contest</b>
	5:00 p.m.	Family Barbeque
	6:00 p.m.	FFA Round Robin* (* market/dairy goats, rabbits, market beef, sheep & swine)
	7:00 p.m.	4-H Round Robin* (* market/dairy goats, rabbits, market beef, sheep & swine)
Sat., July 14	8:00 a.m.	Junior Livestock Sale (Buyer's Breakfast 7:00 a.m.)
	10 a.m. – 6 p.m.	Premium Payment (under grandstands)
	4:00 p.m.	Alpaca Show & Obstacle Course, Pack Goats
Sun. July 15	7 a.m.	Arena & Annex clean-up, all exhibitors (report @ 7 a.m. sharp)
Fri., July 28 & Sat., July 29	8 a.m.	<b>Horse Show @ CWF Outdoor Arena</b>

**BARNs WILL CLOSE TO THE PUBLIC AT 9:00 P.M. & TO EXHIBITORS AT 10:00 P.M. DAILY  
ALL ANIMAL PENS MUST BE CLEANED BY 8 A.M. & 9:30 P.M. DAILY**

## 2012 CENTRAL WYOMING FAIR 4-H/FFA ACTIVITIES

Sat., Feb. 18	10 a.m.	Cat Show @ ARLC
Sat., May 5	10 a.m.	4-H Dog Show @ CWF Arena
Sun., May 6	9 a.m.	4-H Dog Agility Match @ CWF Arena
Mon., June 4	1:00-3:00 p.m.	4-H Foods Fair, Measuring & Table Setting Contests @ ARLC
Tues., June 5	9:00 a.m. to Noon	4-H Presentation & Impromptu Contests @ ARLC
Thur., June 14	4:00 p.m.	<b>Fair Entries Due (Early blrd entrls due 06/7/12)</b>
Sat., June 23		Tractor Driving Contest
Thurs., June 28	9:00 a.m.-Noon	4-H Fabric & Fashion Judging @ ARLC (Home Environment, Knitting, Crochet, Child Development)
	7:00 p.m.	Public Fashion Revue @ ARLC
Thurs., July 5	1-5 p.m.	Judge General, Foods, Visual Arts (not garden) exhibits @ CWF

### \*\*\*Healthy Animal Vet Check Schedule\*\*\*

**Booklet available @ 4-H Office. All animals (except pocket pets) must first go to the ARLC check point**

Sun., July 8	10:30 a.m. to 12:30 p.m.	Rabbits & Poultry due on grounds
	Noon	Beef due on grounds
	4:00 p.m.	Beef weigh-in, retinal scan & ultrasound
Mon., July 9	9:00 a.m.	<b>Rabbit Showmanship</b>
	9:00 a.m.	Swine due on grounds
	10:00 a.m.	Swine weigh-in & ultrasound
	10:00 a.m. - Noon	Garden Exhibits due & judged @ Hall of Champions
	Noon	Wool fleeces due
	1:00 p.m.	<b>Rabbit Show; meat pens, breed &amp; fur classes</b>
		Goats & Sheep due on grounds
	2:00-2:15 p.m.	Goat weigh-in retinal scan & ultrasound
	2:15 p.m.	Sheep weigh-in retinal scan & ultrasound
	6:00 p.m.	Livestock Sale Mandatory Meeting Casper Room @ ARLC
Tues., July 10	9:00 a.m.	<b>Poultry Show</b>
	Noon	Breeding beef & feeder calves due on grounds
	3:00 p.m.	<b>Beef Show; Breeding Beef, Showmanship, Market Beef</b>
Wed., July 11	9:00 a.m.	<b>Market Sheep Showmanship &amp; Show</b>
	4:00 p.m.	<b>Market Swine Show; Gilts, Barrows, Overall Champion</b>
Thurs., July 12	8:00 a.m.	<b>Dairy Goat Showmanship &amp; Show followed by</b>
		<b>Market Goat Showmanship &amp; Market Goat Show</b>
	11:00 a.m.	<b>Breeding Sheep Showmanship &amp; Show, Wool Show</b>
	2:00 p.m.	Livestock Sale Contracts Due
	4:00 p.m.	<b>Swine Showmanship</b>
Fri., July 13	Noon	<b>Pocket Pet Parade Show (check in 11 a.m.) followed by Outrageous Poultry Show, Hippity Hop Rabbit Costume Contest</b>
	5:00 p.m.	Family Barbeque
	6:00 p.m.	FFA Round Robin* (* market/dairy goats, rabbits, market beef, sheep & swine)
	7:00 p.m.	4-H Round Robin* (* market/dairy goats, rabbits, market beef, sheep & swine)
Sat., July 14	8:00 a.m.	Junior Livestock Sale (Buyer's Breakfast 7:00 a.m.)
	10 a.m. – 6 p.m.	Premium Payment (under grandstands)
	4:00 p.m.	Alpaca Show & Obstacle Course, Pack Goats
Sun. July 15	7 a.m.	Arena & Annex clean-up, all exhibitors (report @ 7 a.m. sharp)
Fri., July 28 & Sat., July 29	8 a.m.	<b>Horse Show @ CWF Outdoor Arena</b>

**BARNs WILL CLOSE TO THE PUBLIC AT 9:00 P.M. & TO EXHIBITORS AT 10:00 P.M. DAILY  
ALL ANIMAL PENS MUST BE CLEANED BY 8 A.M. & 9:30 P.M. DAILY**

# Wyoming Counties July 9-13

	A	B	C	D	E	F	G
1	COUNTY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	TOTAL
2	#						
3	1	792	678	815	903	1005	4193
4	2	23	15	7	15	25	85
5	3	15	11	11	11	11	59
6	4	9	7	7	7	9	39
7	5	13	7	7	5	13	45
8	6	11	7	7	7	11	43
9	7	9	3	7	9	15	43
10	8	8	5	8	8	8	37
11	9	7	7	7	15	19	55
12	10	32	21	21	21	27	122
13	11	3	6	3	11	11	34
14	12	7	3	3	7	7	27
15	13	52	45	38	52	61	248
16	14	2	2	1	1	3	9
17	15	3	1	3	3	3	13
18	16	7	9	9	9	13	47
19	17	2	5	7	9	13	36
20	18	2	2	5	3	5	17
21	19	3	1	3	3	9	19
22	20	4	7	5	7	14	37
23	21	2	3	3	4	6	18
24	22	3	2	3	1	5	14
25	23	4	7	3	6	12	32
26							
27							<b>Total: 5,272</b>

# State License Plates July 9-13

State/Province	Tuesday	Wednesday	Thursday	Friday	Saturday	Total
Alabama	6	4	4	6	7	27
Alaska	2	2	3	2	5	14
Arizona	19	13	9	9	15	65
Arkansas	6	3	6	6	7	28
California	13	13	9	9	15	59
Colorado	58	42	42	33	45	220
Connecticut	2	2	1	2	3	10
Delaware	2	2	1	2	4	11
Dist. Of Columbia	1	1	1	1	1	5
Florida	9	4	4	7	15	39
Georgia	3	2	3	7	9	24
Idaho	15	11	9	11	13	59
Illinois	2	2	2	2	7	15
Indiana	3	2	3	5	7	20
Iowa	7	2	2	5	9	25
Kansas	4	1	3	3	7	18
Kentucky	3	2	3	5	3	16
Louisiana	12	5	5	5	15	42
Maine	1	2	1	2	3	9
Maryland	3	3	5	5	5	21
Massachusetts	2	2	2	2	2	10
Michigan	19	15	15	13	21	83
Minnesota	8	6	9	5	13	41
Mississippi	1	1	1	3	7	13
Missouri	3	5	1	7	15	31
Montana	29	15	15	17	23	99
Nebraska	15	11	9	11	13	59
Nevada	22	17	17	19	29	104
New Hampshire	3	1	2	1	1	8
New Jersey	2	2	1	2	1	8
New Mexico	27	27	27	23	29	133
New York	2	2	3	9	17	33
N. Carolina	1	1	2	1	5	10
N. Dakota	9	7	9	7	15	47
Ohio	3	5	3	3	7	21
Oklahoma	15	5	5	15	19	59
Oregon	5	3	3	7	9	27
Pennsylvania	15	15	15	15	17	77
Rhode Island	1	1	2	3	7	14
S. Carolina	2	3	3	2	5	15
S. Dakota	22	17	15	21	28	103
Tennessee	13	12	13	15	17	70
Texas	43	43	45	47	49	227
Utah	11	15	17	22	31	96
Vermont	1	1	1	3	5	11
Virginia	3	2	7	5	7	24

Washington	2	3	1	9	14	29
W. Virginia	1	2	1	3	7	14
Wisconsin	15	15	13	8	21	72
Wyoming						0
Canada	11	12	8	9	17	57
				<b>Grand Total:</b>		<b>2322</b>

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on **August 2, 2013**.

Name of Sponsoring Organization:

CENTRAL WY  
SKATING ASSOCIATION

Name of Program or Event:

ANNUAL CWSA  
SPRING ICE SHOW



## Contact Information

Contact Person: Vicki Smith Phone Number: 262-5328 Date: 7/30/13

Address: PO Box 1262 Mills, WY 82644

Email: JANDUSMITH@MSN.COM

Is this organization a Non-Profit Organization?  Yes or  No

If so, what is your tax exempt EIN number? 83-031777

## Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

FUNDS WILL HELP COVER ICE TIME - WE WOULD LIKE TO ENCOURAGE GROUPS FROM THRU-OUT THE STATE TO PARTICIPATE IN OUR SHOW AND BE ABLE TO DO A 2 NIGHT SHOW AGAIN. WE WILL CONTINUE TO WORK WITH CIA STAFF TO PROMOTE FIGURE SKATING IN OUR COMMUNITY!

"SKATERS ON THE ICE STAY OUT OF HOT WATER"

## Event Changes:

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)

THE SHOW WILL BE SIMILAR BUT HOPEFULLY GET PARTICIPATION FROM SKATERS FROM AROUND THE STATE.

**Dates**

On what date(s) will this event be held? 4/26/14 (POSSIBLY 4/25 ALSO)

Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

**Anticipated Attendance and Public Participation**

A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? 25 - 50

How many people do you expect to attend this event as **Spectators**? 300 - 600

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

**Support Requested**

<b>Cash</b>	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p><b>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</b></p>
Amount: \$	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):
Date Cash Needed: __ / __ /20__	

<b>In-Kind Staffing and Services</b>	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p><b>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</b></p> <p><i>Services that are typically requested:</i></p> <p>Security (Police)   EMT's   Ski Lift Tickets   Golf Passes   Traffic Control          Trash Service (cans/dumpsters)   Use and Delivery of Tables/Chairs          Baseball Field Preps   Museum Passes   Pool Passes   Litter Control/Cleanup</p>					
Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time	
1.						
2.						
3.						
4.						

<b>Facilities</b>	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p>
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*If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224.*

	<b>Please be Aware that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</b>			
	Facilities that are typically requested: Casper Events Center      Aquatics Center      City pools      Ice Arena Fort Caspar      City Hall      Recreation Center      Sports fields      City Parks			
Please list the facility you require:	Purpose	Date	Start Time	End Time
1. CASPER ICE ARENA	PRACTICE ICE / SHOW	BEGIN MID MARCH - 4/26		VARIES
2.	WE USE 28-34 HOURS OF ICE			
3.				
4.				

### Budget Summary

<b>Anticipated Funding Sources</b> for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>		
Entry Fees		\$ 2000
<b>Sponsorships</b> (indicate from whom and whether the sponsorship is <b>committed funds</b> or <b>to be requested</b> ).		
1. VARIOUS BUSINESSES - TO BE		\$ 1200
2. REQUESTED		\$
3.		\$
4.		\$
<b>Donations</b> (list from whom and whether the donation is <b>committed</b> or <b>to be requested</b> ):		
1.		\$
2.		\$
3.		\$
4.		\$
Applicant Funds :		\$ <del>5000</del>
<b>Other Funds</b> (please list source(s)):		
1. TICKET SALES, SOUVENIR SHIRTS ETC		\$ 2200
2.		\$
3.		\$
4.		\$
<b>Total Funding:</b>		\$ <del>5000</del> 5400

<b>Anticipated Expenses</b> for this program or event (please be as specific as you can).		
1. ICE TIME		\$ 3200
2. GUEST SKATERS		\$ 2000

If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224.

3.	COACHING FEES	\$	1000
4.	COSTUMES, PROPS, T-SHIRT TRANSFERS	\$	1000
5.	INSURANCE	\$	1000
6.		\$	
7.		\$	
8.		\$	
9.		\$	
10.		\$	
		<b>Total Expenses:</b>	\$ 8200

		<b>Total Revenue minus Total Expenses: profit (loss):</b>	\$ (2800)
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**Past Year's Budget**

Please attach a program budget from the last time you held this event, if available.

THE CENTRAL WYOMING SKATING ASSOCIATION WAS FORMED IN 1996 SPECIFICALLY TO PRODUCE THE ANNUAL SPRING ICE SHOW. WE ARE THE ONLY USER GROUP THAT INCLUDES ANYONE WHO CAN SKATE IN OUR SHOW-MEMBERS OF THE CASPER FIGURE SKATING CLUB, PARTICIPANTS IN THE LEARN TO SKATE CLASSES, HOCKEY PLAYERS AS WELL AS SKATERS FROM THRU-OUT THE STATE ARE WELCOME TO REGISTER AND JOIN IN ON THE FUN!! WE INCLUDE AGES TOTS THRU ADULTS AND MAKE THE ENTIRE PROCESS FUN!

CWSA ALSO INVITES HIGH LEVEL SKATERS TO GUEST SKATE IN OUR SHOW-WE HAVE BEEN SO LUCKY TO HAVE NATIONAL JUNIOR AND SENIOR LEVEL CHAMPIONS AS WELL AS AN OLYMPIAN COME TO CASPER TO SKATE WITH US!! THIS IS A GREAT OPPORTUNITY FOR OUR SKATERS AS WELL AS OUR AUDIENCE- IT IS PRETTY EXCITING TO MEET AND SKATE WITH THESE YOUNG MEN AND LADIES AND THEN WATCH THEM PERFORM ON TV-NOT TO MENTION EXCITING TO ACTUALLY SEE SOMEONE DO A QUADRUPLE JUMP!!!

WE COUNT ON THE SUPPORT FROM THE CASPER COMMUNITY TO HELP KEEP THIS GREAT TRADITION GOING!!

THANK YOU FOR YOUR CONSIDERATION!

## Central Wyoming Skating Association 2013 Budget

<b>Opening Balance</b>			\$10,840.28
<b>Income</b>			
	Ticket Pre-Sales	\$1,276.00	
	Registrations	\$1,995.00	
	Happy Ads	\$70.00	
	Sponsorships	\$1,125.00	
	Show Day Income (Door Tickets, Raffles, Flowers, Shirts)	\$920.00	
<b>Total Income</b>			\$5,386.00
<b>Expenditures</b>			
	Guest Skaters	\$1,227.11	
	Coaches	\$770.00	
	Ice Time	\$3,162.50	
	Costumes	\$338.55	
	Props	\$377.84	
	Printed Materials	\$87.67	
	Insurance	\$800.58	
<b>Total Expenditures</b>			\$6,764.25
<b>Show Profit/Loss</b>			(\$1,378.25)
<b>Final Balance</b>			\$9,462.03

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on August 2, 2013.

Name of Sponsoring Organization:

Community Recreation  
Foundation

Name of Program or Event:

2013 Craft Fair



## Contact Information

Contact Person: Ken Thoren Phone Number: 265-0611 Date: 7/30/13

Address: 3813 S Poplar Casper, WY 82601

Email: kthorend@admiralbrverage.com

Is this organization a Non-Profit Organization?  Yes or  No

If so, what is your tax exempt EIN number? 83-0170594

## Event / Program Description

Please attach a one page, TYPED description of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.) Since its inception over 20 years ago, we have tried to keep the Craft Fair open to everyone and have never charged admission. Funds allocated will help to keep the costs down and keep the event free. This allows the public to spend more money on items from the vendors and concession stands. Being the largest Craft Fair in the state, we have people coming from all over the state. Also, about a third of our vendors are from out of town and have to spend 2 or 3 nights at motels and eat out at restaurants.

## Event Changes:

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)

We are hoping to expand into the 2nd floor of the Events Center this year and add more booths. We plan on doing more advertising and insert flyers into the Utility bills. There are service organizations at the high schools we would like to get involved with helping set up and/or tear down the booths.

If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224, or email [ftremel@cityofcasperwy.com](mailto:ftremel@cityofcasperwy.com).

## **2013 COMMUNITY RECREATION FOUNDATION CRAFT FAIR**

The Community Recreation Foundation Craft Fair has become the largest craft fair in the area. In addition to providing a service to the community and an outlet for the vendors to make and sell their wares, the money brought in from booths and raffle go toward the scholarship program that allows youth and senior citizens reduced price recreation classes and annual passes for those who meet income guidelines. The Foundation also provides free recreation programs and special events to the public, such as the Family Fall Carnival, Pet Fest, Itty Bitty Beach Party, Fishing Derby, Beach Day, Community walks along the Platte River Parkway, Snow Day in May and Family Pool Parties.

Started over 20 years ago at the Casper Recreation Center in the gym with around 50 vendors, the Craft Fair has gained in popularity and grown every year. It spread into other rooms of the Recreation Center and then to the Senior Center next door using all available space and topping out at 91 vendors with another dozen on the waitlist. When Meals on Wheels and Highland Park Church stopped having their annual craft fairs, many vendors moved to ours. In 2011, the Fair out grew the Recreation Center and was moved to the Casper Events Center. Last year we had 184 booths with 138 different vendors from towns all over Wyoming and several from out of state. The Community Recreation Foundation's annual Craft Fair has become the largest Craft Fair in Casper and Wyoming. Vendors return year after year and rate it as one of the best they have attended.

**Dates**

On what date(s) will this event be held? November 15 & 16, 2013

Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

**Anticipated Attendance and Public Participation**

A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? 300

How many people do you expect to attend this event as **Spectators**? 6,000

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

**Support Requested**

<b>Cash</b>	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p><b>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</b></p>
Amount: <b>\$ 1,500</b>	<p>To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):</p> <p>\$500 to insert flyers for Craft Fair into Utility Bills                  \$600 for TV Ads                  \$400 for Newspaper ads</p>
Date Cash Needed: <u>11 / 15 / 2013</u>	

<b>In-Kind Staffing and Services</b>	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p><b>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</b></p>				
	<p><i>Services that are typically requested:</i></p> <p>Security (Police)    EMT's    Ski Lift Tickets    Golf Passes    Traffic Control                  Trash Service (cans/dumpsters)    Use and Delivery of Tables/Chairs                  Baseball Field Preps    Museum Passes    Pool Passes    Litter Control/Cleanup</p>				
Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1.	All staffing we would require is not eligible, ancillary services at CEC				
2.					
3.					
4.					

*If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224, or email [ftremel@cityofcasperwy.com](mailto:ftremel@cityofcasperwy.com).*

<b>Facilities</b>	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p> <p><b>Please be Aware</b> that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</p>				
	<p><i>Facilities that are typically requested:</i></p> <p style="text-align: center;">Casper Events Center      Aquatics Center      City pools      Ice Arena  Fort Caspar      City Hall      Recreation Center      Sports fields      City Parks</p>				
Please list the facility you require:	Purpose	Date	Start Time	End Time	
1. Casper Events Center	2013 Craft Fair				
2. Casper Events Center	2013 Craft Fair				
3. Casper Events Center	Board Members & Booth Set Up - Rec Center Staff				
4. CEC 2nd Floor	2013 Craft Fair, additional booths				

### Budget Summary

<b>Anticipated Funding Sources</b> for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>		
Entry Fees 190 Homemade, 30 commercial booths, electricity		\$17,000
<b>Sponsorships</b> (indicate from whom and whether the sponsorship is <b>committed funds</b> or <b>to be requested</b> ).		
1.	\$	
2.	\$	
3.	\$	
4.	\$	
<b>Donations</b> (list from whom and whether the donation is <b>committed</b> or <b>to be requested</b> ):		
1. Pepsi - door prizes, products for vendors	\$	150
2. Pepsi - signs for event, advertising	\$	500
3. Vendors- donate items for Foundation Raffle	\$	500
4.	\$	
<b>Applicant Funds :</b>		\$
<b>Other Funds</b> (please list source(s)):		
1.	\$	
2.	\$	
3.	\$	
4.	\$	
<b>Total Funding:</b>		<b>\$ 18,150</b>

<b>Anticipated Expenses</b> for this program or event (please be as specific as you can).	
---	--

*If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224, or email [ftremel@cityofcasperwy.com](mailto:ftremel@cityofcasperwy.com)*

Event Supervisor & AV Technician 20hrs x 2 x \$25		1,000
1.Events Center charges, \$2000 per day	\$	4,000
2.4 ushers x 14 hrs x \$12	\$	672
3.1 overnight security x \$13.50 x 12 hrs	\$	162
4.2nd floor, additional space, \$600 per day	\$	1,200
5.Facility Charge, \$1 per person flat fee	\$	3,000
6.Advertising, flyers	\$	1,500
7.Booth set up, \$14 per booth x 220 with our help	\$	3,080
8.Recreation Coordinator, 100 hrs @ \$16.10	\$	1,610
9.Other staff, 25 hrs @ \$10.38	\$	260
10. Electrical & sound system	\$	720
	<b>Total Expenses:</b>	\$ 17,204
	<b>Total Revenue minus Total Expenses: profit (loss):</b>	\$ 946

### Past Year's Budget

Please attach a program budget from the last time you held this event, if available.

**CASPER EVENTS CENTER  
SETTLEMENT**

ATTRACTION: RECREATION CENTER FOUNDATION'S CRAFT FAIR

DAY & DATE: FRIDAY-SATURDAY, NOVEMBER 16-17, 2012

<u>EXPENSES</u>					<u>AMOUNT</u>	<u>TOTAL</u>	
<b>RENT</b>							
Move-In	1 @	\$	-	/Day	\$ -		
Arena - Show	2 @	\$	1,500.00	/Day	\$ 3,000.00	\$ 3,000.00	
<b>FACILITY FEE</b> (Flat Fee)	1 @	\$	3,000.00	L.S.	\$ 3,000.00	\$ 3,000.00	
<b>EQUIPMENT</b>							
Electrical	2 @	\$	235.00	Ea.	\$ 470.00		
Sound System	1 @	\$	150.00	Ea.	\$ 150.00		
Wireless Microphone	2 @	\$	50.00	Ea.	\$ 100.00		
Trade Show Booths	184 @	\$	12.00	Ea.	\$ 2,208.00		
Sales Tax	\$ 2,928.00 @		5%	\$ 146.40	Exempt	\$ 2,928.00	
<b>LABOR</b>							
Event Supervisor	16.00 @	\$	24.00	/Hr.	\$ 384.00		
AV Technician	22.50 @	\$	21.00	/Hr.	\$ 472.50		
Security	12.00 @	\$	13.50	/Hr.	\$ 162.00		
Ushers	55.00 @	\$	12.00	/Hr.	\$ 660.00		
First Aid	1.00 @	\$	299.13	L.S.	\$ 299.13	\$ 1,977.63	
<b>DAMAGE</b>							
None	0.00 @	\$	-	L.S.	\$ -	\$ -	
<b>TOTAL EXPENSES</b>						\$ -	\$ -
<b>LESS CONTRACT DEPOSIT</b>							\$ 10,905.63
<b>LESS COMMUNITY PROMOTIONS FUNDING @ 50% (RENT AND FACILITY FEE)</b>							\$ -
<b>TOTAL AMOUNT DUE</b>						\$ (3,000.00)	\$ (3,000.00)
						\$ 7,905.63	\$ 7,905.63

**Thank you for your business!**

*pd 11/12*

## Holiday Craft Festival 2012

City of Casper, Events Center	\$7,905.63
KCWY Channel 13	\$ 800.00
Casper Star Tribune	\$ 418.58
Pepsi/ signs donated	\$ 0.00
Menard's, sign posts	\$ 40.00
Recreation Coordinator	
74.25 hrs@ \$15.72	
w/FICA	\$1,307.98
Other staff	
10 hrs @ \$10.13	
w/FICA	\$ 113.52

Total: \$ 10,585.71

### Revenue

Booths	\$13,810.00
Raffle	\$ 309.00
Community Promotions Advertising match	\$ 609.00
TOTAL:	<u>\$14,728.00</u>

2012 NET PROFIT: \$ 4,142.29

2011 NET PROFIT: \$ 4,229.72

2010 NET PROFIT: \$ 3,791.81

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on August 2, 2013.

Name of Sponsoring Organization:  
Downtown Casper  
Business Association

Name of Program or Event:  
Annual Christmas Parade



## Contact Information

Contact Person: Chris Wolford Phone Number: 277-5115 Date: 8/1/13

Address: P.O. Box 1005, Casper, WY 82602

Email: pandorashadow544@yahoo.com

Is this organization a Non-Profit Organization?  Yes or  No

If so, what is your tax exempt EIN number? 83-0298803

## Event / Program Description

Please attach a one page, TYPED description of the event or program that you are asking us to support. Please be as detailed as possible. When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. You may attach up to two pages of supporting material (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. Please do not include anything other than 8 1/2" by 11" paper. Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? Please be specific and detailed. (Please write in your answer below, and attach another (1) sheet if necessary.)

The Downtown Christmas Parade has become a staple for the Casper community and serves as an official kick off to the Holiday Season.

Each year, the Downtown Casper Business Association (DCBA) partners with the Downtown Development Authority (DDA) on a mixed media campaign that is intended to drive attendance for the parade. DCBA members work with local businesses who donate hot chocolate and cookies to be given away at several locations along the parade route. Members also volunteer many hours of their time to coordinate, stage and produce the parade.

## Event Changes:

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)

We anticipate that the date, start time and parade route will remain the same in 2013. The only planned change is undertaking stepped up efforts to increase the number and quality of float entries.

If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224, or email [ftremel@cityofcasperwy.com](mailto:ftremel@cityofcasperwy.com).

## Dates

On what date(s) will this event be held? Saturday November 30, 2013

Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

## Anticipated Attendance and Public Participation

A participant is someone who is actively involved in the activity; a Spectator is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be Participants in this event or program? 500

How many people do you expect to attend this event as Spectators? 4,000

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

## Support Requested

<b>Cash</b>	<i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i>  <i>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</i>
Amount: \$	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations");
Date Cash Needed: __ / __ /20__	

<b>In-Kind Staffing and Services</b>	<i>The City can provide services to a group directly in order to facilitate an event.</i>  <i>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</i>					
	<i>Services that are typically requested:</i> Security (Police)    EMT's    Ski Lift Tickets    Golf Passes    Traffic Control Trash Service (cans/dumpsters)    Use and Delivery of Tables/Chairs Baseball Field Preps    Museum Passes    Pool Passes    Litter Control/Cleanup					
Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time	
1. Traffic Control	Cones, Barricades to close streets	Downtown	11/30	5p	9p	
2. Police Escort	Head of Parade	Downtown	11/30	5p	when they reach end	
3. Security	Downtown Intersections Crowd Control	Downtown	11/30	4:30p	9:30p	
4. Trash	Put extra trash cans out and sweep streets	Downtown	11/30	4:30p	9:30p	

If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224, or email [ftremel@cityofcasperwy.com](mailto:ftremel@cityofcasperwy.com).

<b>Facilities</b>	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p> <p><b>Please be Aware that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</b></p>				
	<p><i>Facilities that are typically requested:</i></p> <p style="text-align: center;">             Casper Events Center      Aquatics Center      City pools      Ice Arena              Fort Caspar      City Hall      Recreation Center      Sports fields      City Parks           </p>				
	Please list the facility you require:	Purpose	Date	Start Time	End Time
1.					
2.					
3.					
4.					

### Budget Summary

<b>Anticipated Funding Sources</b> for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>		
<b>Entry Fees</b>		\$ 2,200.00
<b>Sponsorships</b> (indicate from whom and whether the sponsorship is <u>committed funds</u> or <u>to be requested</u> ).		
1.		\$
2.		\$
3.		\$
4.		\$
<b>Donations</b> (list from whom and whether the donation is <u>committed</u> or <u>to be requested</u> ):		
1.		\$
2.		\$
3.		\$
4.		\$
<b>Applicant Funds :</b>		\$
<b>Other Funds</b> (please list source(s)):		
1.		\$
2.		\$
3.		\$
4.		\$
<b>Total Funding:</b>		\$ 2,200.00

<b>Anticipated Expenses</b> for this program or event (please be as specific as you can).	
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*If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224, or email [ftremel@cityofcasperwy.com](mailto:ftremel@cityofcasperwy.com).*

1. Postage	\$	60.00
2. Prize	\$	300.00
3. Insurance	\$	400.00
4. Port-a-potties	\$	320.00
5. City of Casper-traffic & overtime	\$	500.00
6.	\$	
7.	\$	
8.	\$	
9.	\$	
10.	\$	
<b>Total Expenses:</b>		<b>\$ 1,580.00</b>
<b>Total Revenue minus Total Expenses: profit (loss):</b>		<b>\$ 620.00</b>

### Past Year's Budget

Please attach a program budget from the last time you held this event, if available.

#### 2012 Downtown Christmas Parade

<b>Revenue</b>	
Entry Fees	2,200.00
<b>Expenses</b>	
Postage	57.20
Port-a-potties	320.00
City of Casper Traffic Control	398.28
City of Casper Overtime	82.50
Prize	300.00
Insurance	400.00
<b>Total Expense</b>	<b>1,557.98</b>
	<b>642.02</b>

Proceeds from the Christmas Parade are used to fund the Annual Downtown Christmas Media Campaign

If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224, or email [ftremel@cityofcasperwy.com](mailto:ftremel@cityofcasperwy.com).



August 1, 2013

City of Casper  
200 North David  
Casper, WY 82601

The Downtown Casper Business Association is requesting support from the City of Casper for the Downtown Christmas Parade. This annual event has become a staple for the Casper community and serves as an official kick off to the Holiday Season.

Each year, the Downtown Casper Business Association (DCBA) partners with the Downtown Development Authority (DDA) on a mixed media campaign that is intended to drive attendance for the parade. DCBA members work with local businesses who donate hot chocolate and cookies to be given away at several locations along the parade route. Members also volunteer many hours of their time to coordinate stage and produce the parade.

Partnering with the City on this event will continue to make it possible for our citizens to continue to enjoy this parade. Past in-kind contributions have enabled the DCBA to offer increased prize money for parade participants, pay for portable restrooms and take care of other necessary production costs associated with planning and marketing the event.

We anticipate that the date, start time and parade route will remain the same in 2013. The only planned change is undertaking stepped up efforts to increase the number and quality of float entries.

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on August 2, 2013.

Name of Sponsoring Organization:  
Downtown Casper Business Association

Name of Program or Event:  
Downtown Hot Air Balloon Festival



## Contact Information

Contact Person: Chris Wolford Phone Number: 277-5115 Date: 8/1/2013  
Address: P.O. Box 1005, Casper, WY 82602  
Email: pandorashadow544@yahoo.com  
Is this organization a Non-Profit Organization?  Yes or  No  
If so, what is your tax exempt EIN number? 83-0298803

## Event / Program Description

Please attach a one page, TYPED description of the event or program that you are asking us to support. Please be as detailed as possible. When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. You may attach up to two pages of supporting material (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. Please do not include anything other than 8 1/2" by 11" paper. Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? Please be specific and detailed. (Please write in your answer below, and attach another (1) sheet if necessary.)

Partnering with the City of Casper will enable the Downtown Casper Business Association (DCBA) to work with the Downtown Development Authority and ReMax The Group to provide a summer festival designed to enhance the events surrounding ReMax Balloon Roundup.

The festival targets families and a younger generation of attendees who are interested in an evening filled with live entertainment, children's activities, food vendors, a beer garden and downtown merchants whose doors are open and inviting. All of this surrounds the main attraction which is the balloon masters and their equipment. (We are at the mercy of the weather and expert opinion when it comes to whether balloons may be inflated or baskets will feature candle stick glows.)

Continued - See Attached Sheet

## Event Changes:

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)  
As referenced above, we will focus on expanding our marketing reach while increasing vendor presence. We also anticipate that more merchants will be open during the festival as there were several requests from attendees who wanted to shop. Finally, we will be working closely with ReMax on the number of balloons that will be featured. The initial comments were that we exceeded their expectations and that they will definitely return in even larger numbers next year.

If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224, or email [ftremel@cityofcasperwy.com](mailto:ftremel@cityofcasperwy.com).

**Community Promotion Guidelines:**

**Continued from page 1**

In this, our first year, we saw driver's licenses from a variety of other states and received comments from many who identified themselves as tourists. We enjoyed attendance numbers that exceeded 2,000. Our goal will be to expand our marketing efforts to make certain that our message is delivered via mixed media to a wide variety of markets. Secondly, we will focus on expanding vendor presence and encourage downtown businesses to stay open during the event.

Without City cooperation, the 2013 festival would not have been possible. We hope to work with you, again, in 2014.

**Dates**

On what date(s) will this event be held? 7/26/2014

Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

**Anticipated Attendance and Public Participation**

A participant is someone who is actively involved in the activity; a Spectator is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be Participants in this event or program? 200

How many people do you expect to attend this event as Spectators? 2,500

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

**Support Requested**

<b>Cash</b>	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p><b>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</b></p>
Amount: \$	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):
Date Cash Needed: __/__/20__	

<b>In-Kind Staffing and Services</b>	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p><b>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</b></p>				
	<p><i>Services that are typically requested:</i></p> <p>Security (Police)   EMT's   Ski Lift Tickets   Golf Passes   Traffic Control                  Trash Service (cans/dumpsters)   Use and Delivery of Tables/Chairs                  Baseball Field Preps   Museum Passes   Pool Passes   Litter Control/Cleanup</p>				
	Please list the services you require:	Description/Purpose	Location	Date	Start Time
1. Traffic Control	Barricades to close streets	Downtown	7/26/14	5 pm	10 pm
2. Security	Crowd Control	Downtown	7/26/14	6:30pm	10:30 pm
3. Trash Service	Extra Trash Cans	Downtown	7/26/14	5 pm	10 pm
4. Electricity	Power for Vendors & Entertainment	Downtown	7/26/14	5 pm	10 pm

*If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224, or email [ftremel@cityofcasperwy.com](mailto:ftremel@cityofcasperwy.com).*

<b>Facilities</b>	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p> <p><b>Please be Aware that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</b></p>			
	<p><i>Facilities that are typically requested:</i></p> <p style="text-align: center;">             Casper Events Center      Aquatics Center      City pools      Ice Arena              Fort Caspar      City Hall      Recreation Center      Sports fields      City Parks           </p>			
<b>Please list the facility you require:</b>	<b>Purpose</b>	<b>Date</b>	<b>Start Time</b>	<b>End Time</b>
1. Downtown Casper Streets	Downtown Hot Air Balloon Festival	7/26/14	6:30 pm	10 pm
2.				
3.				
4.				

**Budget Summary**

SEE ATTACHED SHEET FOR BUDGET SUMMARY

<b>Anticipated Funding Sources for this program or event. Do not list any anticipated funding from the City of Casper.</b>	
<b>Entry Fees</b>	\$
<b>Sponsorships (indicate from whom and whether the sponsorship is committed funds or to be requested).</b>	
1.	\$
2.	\$
3.	\$
4.	\$
<b>Donations (list from whom and whether the donation is committed or to be requested):</b>	
1.	\$
2.	\$
3.	\$
4.	\$
<b>Applicant Funds :</b>	\$
<b>Other Funds (please list source(s)):</b>	
1.	\$
2.	\$
3.	\$
4.	\$
<b>Total Funding:</b>	<b>\$</b>

<b>Anticipated Expenses for this program or event (please be a specific as you can).</b>	
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*If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224, or email [ftremel@ci.casper.wy.us](mailto:ftremel@ci.casper.wy.us).*

<b>Budget Summary</b>		
<b>Anticipated Funding Sources</b>		
<b>Sponsorships (indicate from whom and wheater the sponsorship is Committed Funds or to be Requested</b>		
<b>To be Requested</b>		
1	Downtown Development Authority	1,000.00
2	Pepsi	500.00
3	Wold Companies	500.00
4	Kirkwood Oil & Gas, LLC	500.00
5	ANB Bank	500.00
6	PMCH	500.00
7	Wells Fargo Bank	250.00
8	Hilltop National Bank	250.00
9	First American Title	250.00
10	Cameco	1,000.00
<b>Donations (list from whom and whether the donation is Committed or To Be Requested</b>		
<b>Applicant Funds</b>		
	Downtown Casper Business Association	1,000.00
<b>Other Funds</b>		
1	Beer Garden Sales	4,000.00
2	Concessions	750.00
3	Vendor Booths	600.00
	<b>Total Funding</b>	<b>11,600.00</b>
<b>Anticipated Expenses</b>		
	Event Insurance General Liability	400.00
	Liquor Liability Insurance	475.00
	Port-a-Potties	350.00
	Entertainment	1,000.00
	Face Painting	400.00
	Beer	800.00
	Media Expenditures	4,000.00
	Power for Vendors	500.00
	Security	700.00
	Street Closures	500.00
	Trash	150.00
	Revelry Rotary - Beer Dispensing	1,500.00
	Concession Proceeds to Fireman Burn Fund	750.00
	<b>Total Expenses</b>	<b>11,525.00</b>
	<b>Total Revenue minus Total Expenses: Profit (loss)</b>	<b>75.00</b>

**2013 Downtown Hot Air Balloon Festival**

**Funding Sources**

**Cash Sponsorships**

Downtown Development Authority	\$1,000.00	
Kirkwood Oil & Gas	\$500.00	
Wold Companies	\$500.00	
PMCH	\$500.00	
ANB Bank	\$500.00	
Pepsi	\$500.00	
Wells Fargo Bank	\$250.00	
Hilltop National Bank	\$250.00	
First American Title	\$250.00	
		\$4,250.00

**Concession Sales**

Cotton Candy, soda	\$750.00	
Beer Sales	\$4,354.00	
		\$5,104.00

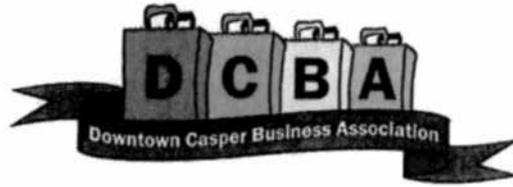
<b>Total Revenue</b>		<b>\$9,354.00</b>
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**EXPENSES**

Printing	\$82.50	
Media	\$3,000.00	
Insurance - GL	\$400.00	
Insurance - Liquor Liability	\$454.52	
Face Painters	\$225.00	
Entertainment	\$700.00	
Revelry Rotary	\$1,278.74	
Concession Sales to Fireman Burn Fund	\$750.00	
Beer	\$692.00	
Port-a-potties	\$320.00	
<b>Total Expense</b>		<b>\$7,902.76</b>

<b>Profit (Loss)</b>		<b>\$1,451.24</b>
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This year's event brought volunteers together who donated over 1,000 hours to make this event successful in it's very first year. There were 22 Cash and In-Kind Sponsors who supported the Downtown Casper Business Association. Concessions sales of \$750.00 were donated by Judy Anderson and Kari Hand, of Sierra West to the Casper Fireman's Burn Fund. Casper Revelry Rotary Club members poured beer and received 1/2 of the proceeds plus tips which provided them with over \$1,600 which they will use on there community projects. Proceeds the Downtown Casper Business Association received will be used to support the Christmas Parade and Christmas Media Campaign for 2013.



August 1, 2013

City of Casper  
200 North David  
Casper, WY 82601

The Downtown Casper Business Association is requesting support from the City of Casper for the Downtown Hot Air Balloon Festival.

Partnering with the City of Casper will enable the Downtown Casper Business Association (DCBA) to work with the Downtown Development Authority and ReMax The Group to provide a summer festival designed to enhance the events surrounding ReMax Balloon Roundup.

The festival targets families and a younger generation of attendees who are interested in an evening filled with live entertainment, children's activities, food vendors, a beer garden and downtown merchants whose doors are open and inviting. All of this surrounds the main attraction which is the balloon masters and their equipment. (We are at the mercy of the weather and expert opinion when it comes to whether balloons may be inflated or baskets will feature candle stick glows.)

In this, our first year, we saw driver's licenses from a variety of other states and received comments from many who identified themselves as tourists. We enjoyed attendance numbers that exceeded 2,000. Our goal will be to expand our marketing efforts to make certain that our message is delivered via mixed media to a wide variety of markets. Secondly, we will focus on expanding vendor presence and encourage downtown businesses to stay open during the event.

Without City cooperation, the 2013 festival would not have been possible. We hope to work with you, again, in 2014.

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on August 2, 2013.

Name of Sponsoring Organization:  
Mercer Family Resource Center

Name of Program or Event:  
Natrona County suicide prevention task force



## Contact Information

Contact Person: Traci Gardner Phone Number: 307-233-4271 Date: 8.1.13  
Address: 535 W. Yellowstone  
Email: tgardner@mercervy.org  
Is this organization a Non-Profit Organization?  Yes or  No  
If so, what is your tax exempt EIN number? 83-0211522

## Event / Program Description

Please attach a one page, TYPED description of the event or program that you are asking us to support. Please be as detailed as possible. When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. You may attach up to two pages of supporting material (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. Please do not include anything other than 8 1/2" by 11" paper. Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? Please be specific and detailed. (Please write in your answer below, and attach another (1) sheet if necessary.)

Individuals will be contacted in other communities and will be invited to participate. Bringing members from other communities to Casper will bring those to Casper, who may not have otherwise come.  
We will also invite other task forces around the state and other non profits to participate.

## Event Changes:

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)

We will actively reach out to other task forces in Wyoming to increase attendance and to make connections throughout the state to increase collaboration.

**Dates**

On what date(s) will this event be held? 9.13.14

Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

**Anticipated Attendance and Public Participation**

A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? 300

How many people do you expect to attend this event as **Spectators**? 100

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

**Support Requested**

<b>Cash</b>	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p><b>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</b></p>
Amount: \$	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):
Date Cash Needed: <u>   </u> / <u>   </u> /20 <u>   </u>	

<b>In-Kind Staffing and Services</b>	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p><b>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</b></p>				
	<p><i>Services that are typically requested:</i></p> <p>Security (Police)    EMT's    Ski Lift Tickets    Golf Passes    Traffic Control                  Trash Service (cans/dumpsters)    Use and Delivery of Tables/Chairs                  Baseball Field Preps    Museum Passes    Pool Passes    Litter Control/Cleanup</p>				
Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1. Trash Service	To collect garbage	Crossroads Park	9/13/14	4 PM	9 PM
2. use: delivery of tables & chairs	For people to eat dinner	Crossroads Park	9/13/14	4 PM	9 PM
3. Sound System	for opening & closing PE MATHS	Crossroads Park	9/13/14	4 PM	9 PM
4.					

<b>Facilities</b>	<p>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</p> <p><b>Please be Aware</b> that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</p>			
	<p>Facilities that are typically requested:</p> <p style="text-align: center;">Casper Events Center      Aquatics Center      City pools      Ice Arena  Fort Caspar      City Hall      Recreation Center      Sports fields      City Parks</p>			
Please list the facility you require:	Purpose	Date	Start Time	End Time
1. Crossroads Park	Suicide Prevention Walk	9/18/14	4pm	9pm
2.				
3.				
4.				

### Budget Summary

<b>Anticipated Funding Sources</b> for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>	
Entry Fees	\$ 0
<b>Sponsorships</b> (indicate from whom and whether the sponsorship is <b>committed funds</b> or <b>to be requested</b> ).	
1.	\$
2.	\$
3.	\$
4.	\$
<b>Donations</b> (list from whom and whether the donation is <b>committed</b> or <b>to be requested</b> ):	
1. The Mattie Project - to be requested	\$ 300.00
2. The Youth Empowerment Council Committed	100.00
3. Johnny J's - committed	\$ 400.00
4.	\$
<b>Applicant Funds :</b>	
\$	
<b>Other Funds</b> (please list source(s)):	
1. Natrona County Suicide Prev Task Force	\$ 712.50
2.	\$
3.	\$
4.	\$
<b>Total Funding:</b>	<b>\$ 1512.50</b>

<b>Anticipated Expenses</b> for this program or event (please be as specific as you can).	
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If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224, or email [ftremel@cityofcasperwy.com](mailto:ftremel@cityofcasperwy.com)

1. Cost of Park @ 50% (NCSPTF)	\$ 112.50
2. Media/Advertising (NCSPTF)	\$ 200.00
3. Shirts/Give aways -(VEC)	\$ 100.00
4. Beads & Sign - (The Mattie Project)	\$ 300.00
5. Food - (Johnny Js) ? (NCSPTF)	\$ 800.00
6.	\$
7.	\$
8.	\$
9.	\$
10.	\$
<b>Total Expenses:</b>	<b>\$ 1512.50</b>
<b>Total Revenue minus Total Expenses: profit (loss):</b>	<b>\$</b>

### Past Year's Budget

Please attach a program budget from the last time you held this event, if available.

We are unable to locate last years budget.



*mercerc family resource center*

535 W. Yellowstone, Casper, WY 82601 (307) 265-7366 fax (307) 473-2650

To whom it may concern,

8/1/13

Plans for the 11<sup>th</sup> annual Suicide Prevention "Breaking the Silence Walk" are underway. The walk will be held in September, 2014 and will again host many local musical talents, highlight facts and information about suicide prevention, and provide support and awareness of the suicide epidemic that is sweeping our Nation, but specifically our State.

The mission of the Natrona County Suicide Prevention Task Force is to reduce suicide rates by providing information and encouraging action. Hosting the "Breaking the Silence Walk" fits within this mission perfectly. Participants will join together at Crossroads Park in Casper to hear information about suicide prevention. After the opening ceremony welcoming everyone; participants will begin their walk along the path that is lined with message boards displaying warning signs, facts, and ways anyone can help. Staggered along the path are also local musicians who play music that reaches each individual in their own personal ways. Halfway through the path there is a turning point where many participants choose to turn around and walk back to the park, while others may continue on and complete the circle. However, everyone is invited to attend the dinner that is provided by Johnny J's (first 300 are guaranteed food) and to participate by listening to the closing remarks. In the past members of the Natrona County Suicide Prevention Task Force and community have shared information about suicide, including their own personal stories. The Task Force also provides a white board for individuals to write the reason for walking. Words like "we walk for awareness" or "I walked for prevention" or "because it is everyone's business" have been seen written on the board.

Natrona County has the highest suicide rate in the country (per capita). This walk brings individuals in the community together for prevention and ties our community together a little stronger and in positive ways that can give individuals and their loved ones an outlet of support and encouragement.

We look forward to having another successful walk and hope to have the support of the Community Promotions donations.

Thank you,

Traci Gardner, MWS, PCSW-537

Coordinator

Natrona County Suicide Prevention Task Force

*connecting youth, families and community*

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on **August 2, 2013**

Name of Sponsoring Organization

Mercer Family Resource Center

Name of Program or Event:

Youth Empowerment Council



## Contact Information

Contact Person: Afton Jennings Phone Number: 307-233-4263 Date: 7/30/13

Address: 535 West Yellowstone Casper, WY 82601

Email: ajennings@mercercwy.org

Is this organization a Non-Profit Organization?  Yes or  No

If so, what is your tax exempt EIN number? 83-0211522

## Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. Please be as detailed as possible. When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. You **may** attach up to two pages of supporting material (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

This event will introduce many youth in the community to the Hogadon Ski Area, which can lead to a lifelong passion for the sport, therefore creating more economic growth for the Hogadon Ski Area and its facilities currently and in the future. The Youth Empowerment Council members are involved in many community service activities throughout the year which enhances our community's development.

## Event Changes:

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)

This event is an annual event for the Youth Empowerment Council (YEC) participants. This event will provide a positive drug, alcohol, and tobacco free event. This event is free of charge to all participants and is offered to all community youth. This event will not be different from previous years.

If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 233-8224, or email [ftremel@cityofcasperwy.com](mailto:ftremel@cityofcasperwy.com)

**Dates**

On what date(s) will this event be held? 1/18/2014

Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

**Anticipated Attendance and Public Participation**

A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? 75

How many people do you expect to attend this event as **Spectators**? \_\_\_\_\_

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

**Support Requested**

<b>Cash</b>	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p><b>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</b></p>				
Amount	To be used for (please be specific i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations")				
\$ 1085.00					
Date Cash Needed	We will use the funds for the purchase of lessons, equipment rentals, and lunch for the Youth Empowerment Council's Ski Day.				
<u>01/01/2014</u>					
<b>In-Kind Staffing and Services</b>	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p><b>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</b></p> <p><i>Services that are typically requested:</i></p> <p>Security (Police)    EMT's    Ski Lift Tickets    Golf Passes    Traffic Control          Trash Service (cans/dumpsters)    Use and Delivery of Tables/Chairs          Baseball Field Preps    Museum Passes    Pool Passes    Litter Control/Cleanup</p>				
Please list the services you require	Description/Purpose	Location	Date	Start Time	End Time
1 75 Ski Lift Tickets	YEC sponsored free ski day for the community's youth.	Hogadon	01/18	10am	4 pm
2					
3					
4					

*If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224, or email [ftremel@cityofcasper.wy.com](mailto:ftremel@cityofcasper.wy.com)*

<b>Facilities</b>	<i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i>				
	<b>Please be Aware</b> that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.				
	Facilities that are typically requested				
	Casper Events Center Fort Caspar	City Hall Recreation Center	Aquatics Center Sports fields	City pools City Parks	Ice Arena
Please list the facility you require:	Purpose	Date	Start Time	End Time	
1					
2					
3					
4					

### Budget Summary

<b>Anticipated Funding Sources</b> for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>	
Entry Fees	\
<b>Sponsorships</b> (indicate from whom and whether the sponsorship is <u>committed funds</u> or <u>to be requested</u> ).	
1.	\
2.	\
3.	\
4.	\
<b>Donations</b> (list from whom and whether the donation is <u>committed</u> or <u>to be requested</u> ):	
1	\
2	\
3.	\
4	\
<b>Applicant Funds :</b>	\
<b>Other Funds</b> (please list source(s)):	
1.	\
2	\
3	\
4	\
<b>Total Funding:</b>	<b>\$</b>

<b>Anticipated Expenses</b> for this program or event (please be as specific as you can).	
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*If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224 or email [ftremel@cityofcasperwy.com](mailto:ftremel@cityofcasperwy.com)*

1.	75 Ski Passes	1500.00
2.	30 Rental passes	360.00
3.	10 Ski/snowboard lessons	350.00
4.	Food \$5 per youth	375.00
5.		
6.		
7.		
8.		
9.		
10.		
<b>Total Expenses:</b>		<b>\$2585.00</b>
<b>Total Revenue minus Total Expenses: profit (loss):</b>		<b>\$0</b>

### Past Year's Budget

Please attach a program budget from the last time you held this event, if available.

# Budget Summary

FY 2013 Budget

<b>Anticipated Funding Sources</b> for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>		
Entry Fees		\$
<b>Sponsorships</b> (indicate from whom and whether the sponsorship is <b>committed funds</b> or <b>to be requested</b> ).		
1.		\$
2.		\$
3.		\$
4.		\$
<b>Donations</b> (list from whom and whether the donation is <b>committed</b> or <b>to be requested</b> ):		
1.		\$
2.		\$
3.		\$
4.		\$
<b>Applicant Funds :</b>		\$
<b>Other Funds</b> (please list source(s)):		
1.		\$
2.		\$
3.		\$
4.		\$
<b>Total Funding:</b>		\$

<b>Anticipated Expenses</b> for this program or event (please be as specific as you can).		
1. 75 Ski passes		\$ 1500.00
2. 30 Rental passes		\$360.00
3. 10 Ski/ snowboard lessons		\$350.00
4. Food \$5/ kid		\$375.00
5.		\$
6.		\$
7.		\$
8.		\$
9.		\$
10.		\$
<b>Total Expenses:</b>		<b>\$ 2585.00</b>

<b>Total Revenue minus Total Expenses: profit (loss):</b>		<b>\$0</b>
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## Past Year's Budget

Please attach a program budget from the last time you held this event, if available.

*If you have any questions about this application, please contact Peter Meyers in the City Manager's Office at 235-8224.*

**Event/Program Description:****Youth Empowerment Council's Annual Ski Day 2014****Purpose and Mission:**

The Youth Empowerment Council's (YEC) Free Ski Day is an annual event for YEC participants. This event provides a positive and healthy, drug, alcohol, and tobacco (DAT) free activity for our community's youth. This event is not only free of charge to all members, it is offered to all community youth. YEC's mission is to unite youth in discovering their potential through positively changing the community and world around them. By offering substance free activities, youth are able to establish personal boundaries, positive values, and social competency.

**Event Participants:**

Casper's youth are transported to the Hogadon Ski Area by YEC staff and parent volunteers. The participants are offered a free ski-lift ticket, lessons if needed, lunch, and equipment rentals. The youth are able to ski all day and are transported off the mountain at the end of the event.

**Unique for Casper:**

YEC Ski Day is unique to Casper and its youth by empowering participants through physical activities (skiing or snowboarding). Ski Day is offered to youth who might otherwise not be able to afford skiing or have transportation up the mountain. YEC members look forward to Ski Day throughout the year as a reward for their hard work, continually promoting positive community change.

In conclusion, we would like to thank you for your continued contribution. With this aid, we are able to continue to provide this experience to our community's youth who are eager and thrilled to participate. Also, this gives the youth a rewarding and fun experience to look back on in their educational years.

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on August 2, 2013.

Name of Sponsoring Organization:

Mercer Family Resource Center

Name of Program or Event:

Family Day 2013



## Contact Information

Contact Person: Conn Cosner-Burton Phone Number: 265-7316 Date: 7-18-13

Address: 535 W. Yellowstone Casper, WY 82601

Email: cburton@mercerry.org

Is this organization a Non-Profit Organization?  Yes or  No

If so, what is your tax exempt EIN number? 83-0211522

## Event / Program Description

Please attach a one page, TYPED description of the event or program that you are asking us to support. Please be as detailed as possible. When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. You may attach up to two pages of supporting material (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. Please do not include anything other than 8 1/2" by 11" paper. Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? Please be specific and detailed. (Please write in your answer below, and attach another (1) sheet if necessary.)

We plan Family Day after the Parade. This is an excellent opportunity to bring folks from around the state to Casper. Many will come for the parade and Central Wyoming Fair and Rodeo. This annual event will be an excellent opportunity to show visitors our community connectedness.

## Event Changes:

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)

Family Day 2013 was a great success. We served over 900 people at Washington Park. In 2014, we would like to increase the number served, food options and increase activities.

If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224, or email [ftremel@cityofcasperwy.com](mailto:ftremel@cityofcasperwy.com).

**Dates**

On what date(s) will this event be held? July 8<sup>th</sup>, 2014

Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

**Anticipated Attendance and Public Participation**

A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice -- one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? 1000

How many people do you expect to attend this event as **Spectators**? same

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

**Support Requested**

<b>Cash</b>	<p>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</p> <p>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</p>
Amount: <u>\$400</u>	<p>To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):</p> <p><u>\$250 for inflatables (ie bouncy house &amp; slide)</u>  <u>\$150 for print materials - posters and invitations</u></p>
Date Cash Needed: <u>6/15/2014</u>	

<b>In-Kind Staffing and Services</b>	<p>The City can provide services to a group directly in order to facilitate an event.</p> <p>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</p>
	<p>Services that are typically requested:</p> <p>Security (Police)    EMT's    Ski Lift Tickets    Golf Passes    Traffic Control          Trash Service (cans/dumpsters)    Use and Delivery of Tables/Chairs          Baseball Field Preps    Museum Passes    Pool Passes    Litter Control/Cleanup</p>

Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1. Pool Passes	150 passes	Washington Park	7/8/14	1pm	4pm
2. Tables/Chairs	Tables + Chairs for 300	Washington Park	7/8/14	1pm	4pm
3. Trash Services	Large Dumpster	Washington Park	7/8/14	1pm	4pm
4.					

If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224, or email [ftremel@cityofcasperwy.com](mailto:ftremel@cityofcasperwy.com).

1. Ice Cream	\$ 300
2. Bouncies / Inflatables	\$ 250
3. Giveaways / Prizes	\$ 300
4. Print Promotion Cost	\$ 150
5. Park Rental	\$ 25
6. Pool Passes	\$ 290
7. food	\$ 100
8.	\$
9.	\$
10.	\$
<b>Total Expenses:</b>	<b>\$ 1815</b>
<b>Total Revenue minus Total Expenses: profit (loss):</b>	<b>\$ -315.00</b>

**Past Year's Budget**

Please attach a program budget from the last time you held this event, if available.

# 2013 Budget

## Budget Summary

<b>Anticipated Funding Sources</b> for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>		
Entry Fees		\$
<b>Sponsorships</b> (indicate from whom and whether the sponsorship is <b>committed funds</b> or <b>to be requested</b> ).		
1.		\$
2.		\$
3.		\$
4.		\$
<b>Donations</b> (list from whom and whether the donation is <b>committed</b> or <b>to be requested</b> ):		
1.	Salvation Army / committed	\$ 500.00
2.		\$
3.		\$
4.		\$
<b>Applicant Funds :</b>		\$
<b>Other Funds</b> (please list source(s)):		
1.		\$
2.		\$
3.		\$
4.		\$
<b>Total Funding:</b>		<b>\$ 500.00</b> <b>\$0</b>

<b>Anticipated Expenses</b> for this program or event (please be as specific as you can).		
1.	Bouncy Rental	\$ 400.00
2.	Park Rental	\$ 25.00
3.	Pool Passes	\$ 268.00
4.	Field Activities Prizes	\$ 100.00
5.	Tent/Canopy for covered area	\$ 1185.00
6.		\$
7.		\$
8.		\$
9.		\$
10.		\$
<b>Total Expenses:</b>		<b>\$ 1978.00</b> <b>0</b>

	<b>Total Revenue minus Total Expenses: profit (loss):</b>	<b>\$ 1478.00</b>
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## Past Year's Budget

Please attach a program budget from the last time you held this event, if available.

*If you have any questions about this application, please contact Peter Meyers in the City Manager's Office at 235-8224.*



## *mercerc family resource center*

535 W. Yellowstone, Casper, WY 82601 (307) 265-7366 fax (307) 473-2650

To Whom It May Concern:

Family Day is a drug and alcohol free event for families after the city parade. Most families and children in Casper and other Wyoming community members attend the parade and join in other fair and rodeo festivities. In the past, activities after the parade have been typically expensive and/or involve alcohol. Family Day is a free three-hour family friendly event, providing activities such as inflatables, face painting, field games, swimming and hourly entertainment. In addition, we offer a free lunch to all participants. Family Day is a great event, which helps Mercer Family Resource Center's mission of providing education, counseling, and referral services that build stronger and healthier youth and families in our community.

Family Day 2013 was our most attended Family Day to date, seeing and providing meals to more than 900 individuals! Family Day not only brings families together in our community, it also unites our local businesses and organizations in the effort to put on the wonderful activities. Included in this year's Family Day were Wyoming Recovery, Wyoming Behavioral Institute/Jason Foundation, Child Advocacy Project, Biker's Against Child Abuse, Boys and Girls Club, Head Start, Community Risk Reduction, Casper Fire and Police Departments, Natrona County School District Diversity Project, Central Wyoming Hospice, Interfaith, Pepsi, Albertsons, Indian Ice, Party Time Inflatables, Magic Man, The KaMaKaZiE KiD, and jugglers. Additionally, it was very helpful to enlist the generous help from the Salvation Army, as last year they were called to duty to help out with the wildfires in our State.

A participant that attends our event would be able to enjoy a free meal. Once they have finished eating they can enjoy various on-going activities such as putt-putt golf, can toss, bean bags or ladder ball, hulu hooping, face painting, washers, and other fun yard games. Also participants can circle around for our hourly entertainment presentations. Families are also offered swim passes for the pool, provided by the City of Casper. The fun never ends for the summer afternoon!

This event is a fantastic opportunity for community members from across Wyoming to gather in a safe, fun environment, while connecting with local agencies. Families can enjoy a meal together, meet new people, and celebrate this wonderful community in Central Wyoming.

As we begin planning for the 2014 Annual Family Day, we work on providing more food options, and increase the number of families that can attend. With the City of Casper's help, 2014 will be the best Family Day yet! We thank you for your time and consideration.

Sincerely,

Cori Cosner-Burton  
Executive Director

*connecting youth, families and community*

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on **August 2, 2013**.

Name of Sponsoring Organization:  
Nicolaysen Art Museum

Name of Program or Event:  
NIC Fest 2014



## Contact Information

Contact Person: Andrea Black Phone Number: 235-5247 Date: 7/31/13  
Address: 400 E. Collins Dr., Casper, WY 82601  
Email: ablack@thenic.org  
Is this organization a Non-Profit Organization?  Yes or  No  
If so, what is your tax exempt EIN number? 83-0230592

## Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

Funds allocated by the City of Casper will bring people into Casper by helping the NIC offset the cost of marketing and advertising NIC Fest. By advertising around the state on billboards, TV, and newspaper we are able to bring in crowds from outside of Casper. That results in increased hotel stays, restaurant dining, and shopping around Casper.

## Event Changes:

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)

NIC Fest is evolving and changing every year. In 2014 we will be celebrating the culture and arts of Russia. We will feature an exhibition of Russian art as well as focus our family area on Russian culture. We will also be focusing on volunteer recruitment. We have a wonderful group of volunteers but we need more help for the size of the event.

If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224, or email [ftremel@cityofcasperwy.com](mailto:ftremel@cityofcasperwy.com).

## Dates

On what date(s) will this event be held? 6/27/14-6/29/14

Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

## Anticipated Attendance and Public Participation

A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? 400

How many people do you expect to attend this event as **Spectators**? 20,000

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

## Support Requested

<b>Cash</b>	<i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i>  <b>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</b>				
Amount: <b>\$ 10,000</b>	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations");				
Date Cash Needed: <u>6/1/2014</u>	Funds will be used to offset the expenses of NIC Fest, including equipment rentals, advertising, printing, supplies, entertainment, and city services.				
<b>In-Kind Staffing and Services</b>	<i>The City can provide services to a group directly in order to facilitate an event.</i>  <b>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</b>				
	<i>Services that are typically requested:</i> Security (Police)    EMT's    Ski Lift Tickets    Golf Passes    Traffic Control Trash Service (cans/dumpsters)    Use and Delivery of Tables/Chairs Baseball Field Preps    Museum Passes    Pool Passes    Litter Control/Cleanup				
Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1. Trash Service	Use of 35 rolling trash can for 4 days, including delivery, collection, and removal costs.	The NIC	6/26/14	7AM	9PM on 6/29/14
2. Fire Department	Fire Dept crew to fill up to 75 (55 gallon) water barrels to anchor tents. Approx. 2 hours labor plus the cost of 4,125 gallons of water.	The NIC	6/26/14	8AM	5PM on 6/29/14
3. Security/Police	35 hours of overnight, on-site patrol. Approx. 1 officer for a 12 hour graveyard shift for 3 nights.	City block surrounding the NIC	6/27/14	8AM	8PM on 6/29/14
4. Street Closures	Street dept material and manpower associated with the closure of Beech, Collins, Kimball, and 2nd St. for 4 days and nights	City block surrounding the NIC	6/27/14	6AM	8PM on 6/29/14

If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224, or email [ftremel@cityofcasperwy.com](mailto:ftremel@cityofcasperwy.com).

<b>Facilities</b>	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p> <p><b>Please be Aware</b> that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</p>			
	<p><i>Facilities that are typically requested:</i></p> <p style="text-align: center;">Casper Events Center      Aquatics Center      City pools      Ice Arena Fort Caspar      City Hall      Recreation Center      Sports fields      City Parks</p>			
Please list the facility you require:	Purpose	Date	Start Time	End Time
1. Park Rental	\$75 rental fee for four day use of the Park's Dept Rails to Trails Gazebo and Path. Also, material and manpower costs associated with trash removal from 7 permanent trash cans in the above named park.	6/27/14	5PM	8PM on 6/29/14
2.				
3.				
4.				

### Budget Summary

<b>Anticipated Funding Sources</b> for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>	
Entry Fees	\$
<b>Sponsorships</b> (indicate from whom and whether the sponsorship is <b>committed funds</b> or <b>to be requested</b> ).	
1. Corporate Gifts	\$ 7,000
2. Foundation Grants	\$ 35,500
3. Sponsorships	\$ 25,000
4.	\$
<b>Donations</b> (list from whom and whether the donation is <b>committed</b> or <b>to be requested</b> ):	
1.	\$
2.	\$
3.	\$
4.	\$
<b>Applicant Funds :</b>	\$
<b>Other Funds</b> (please list source(s)):	
1. Booth and Artist Fees	\$ 33,000
2. Food and Beverage	\$ 17,000
3.	\$
4.	\$
<b>Total Funding:</b>	<b>\$ 117,500</b>

<b>Anticipated Expenses</b> for this program or event (please be a specific as you can).	
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*If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224, or email [ftremel@cityofcasperwy.com](mailto:ftremel@cityofcasperwy.com).*

1. Artist Fees	\$	15,000
2. Contract Fees	\$	2,000
3. Temporary Help	\$	2,800
4. Engineering/Sound	\$	2,500
5. Stage/Tents	\$	15,000
6. Marketing and Promotions	\$	5,000
7. Utilities	\$	1,500
8. Occupancy/Operations	\$	15,700
9. Event Supplies	\$	12,000
10. Wages	\$	32,000
<b>Total Expenses:</b>		<b>\$ 103,500</b>
<b>Total Revenue minus Total Expenses: profit (loss):</b>		<b>\$ 14,000</b>

### **Past Year's Budget**

Please attach a program budget from the last time you held this event, if available.

## **City of Casper Community Promotions Grant – FY 2014 Event Description the for Nicolaysen Art Museum's NIC Fest**

Coming into its e year, NIC Fest has become a cornerstone of Casper summer time events. Attended by over 20,000 people in 2013, this juried art show has grown to include community business and non-profit booths, three days of main stage entertainment, children's and family area, artist demonstrations, and food and drink vendors. NIC Fest has become a must-attend community event for not only local Wyoming residents but for citizens in our region. Partnerships with the City of Casper and many other sponsors have made this possible.

NIC Fest is an arts and culture event that represents the kind of high-quality community events that Casper and the state of Wyoming needs to cultivate as part of our way of life. As a benefit to the City of Casper, the event adds greatly to our community vitality. Events like NIC Fest make Casper a destination area for out-of-town visitors and garnering income through lodging, food purchases, and additional retail shopping. For individuals looking to relocate to the Casper area, a strong base of community activities is an essential factor. As the premier summer festival in Wyoming, NIC Fest offers an attractive incentive in the area of community activities and arts accessibility. Sales tax on the art and food items sold at NIC Fest also benefit the City of Casper. In addition, we spend more than \$12,000 hiring local artists to perform at the festival; further contributing to the economic impact of this event. On surveys of NIC Fest visitors, both local and out-of-town, NIC Fest participants indicated that they spent time shopping and dining in the downtown area while visiting the festival.

NIC Fest also fosters a culture of community volunteerism as the festival requires the help of at least 125 community volunteers to make the festival successful. People from all walks of life, who care deeply about our city, the arts, and the NIC, volunteer each year at NIC Fest.

Finally, NIC Fest greatly increases access to the arts in Casper. Local and regional artists have the opportunity to introduce and sell their work to a large audience. Many of those 20,000 attendees also visit the galleries of the Nicolaysen during the three day event. This fits directly with the NIC's mission to educate and enrich the community through engaging experiences in contemporary art. Art is critical to the health and vitality of a community and it provides opportunities for introducing greater diversity and tolerance for diversity amongst our citizens.

**Nicolaysen Art Museum**  
**NIC Fest 2013**  
**Profit & Loss**  
**July 2012 through June 2013**

	<u>Jul '12 - Jun 13</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
6000 · Contributed Income	14,551.10
6100 · Earned Income	73,280.88
<b>Total Income</b>	<u>87,831.98</u>
<b>Gross Profit</b>	87,831.98
<b>Expense</b>	
7500 · Professional Services	20,440.43
8000 · Marketing & Promotion	6,455.74
8700 · Occupancy/Operations	27,419.56
8730 · Office/Administrative Expenses	4,845.88
8800 · Supplies Expense	3,943.09
<b>Total Expense</b>	<u>63,104.70</u>
<b>Net Ordinary Income</b>	<u>24,727.28</u>
<b>Net Income</b>	<u><u>24,727.28</u></u>

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on **August 2, 2013**.

Name of Sponsoring Organization:

Nicolaysen Art Museum

Name of Program or Event:

Wednesday Night Live 2014



## Contact Information

Contact Person: Andrea Black Phone Number: 307-235-5247 Date: 7/31/13

Address: 400 E. Collins Dr. Casper, WY 82601

Email: ablack@thenic.org

Is this organization a Non-Profit Organization?  Yes or  No

If so, what is your tax exempt EIN number? 83-0230592

## Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** *(Please write in your answer below, and attach another (1) sheet if necessary.)*

The funds allocated by the City of Casper will help the NIC off-set the costs of Wednesday Night Live. Wednesday Night Live is a free event that brings over 500 people into the downtown area each week during July and August. This increases shopping and dining in the downtown area.

## Event Changes:

If this is not a new program or event, how will it be different from last year? *(Please write in your answer below.)*

This year we are adding a season ending double header concert. The last concert of the season will feature two great bands instead of one. We are also opening the galleries and gift shop on Wednesday nights so that attendees can enjoy the museum.

*If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224, or email [ftremel@cityofcasperwy.com](mailto:ftremel@cityofcasperwy.com).*

**Dates**

On what date(s) will this event be held? 7/2/14

Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

**Anticipated Attendance and Public Participation**

A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? 50

How many people do you expect to attend this event as **Spectators**? 7,000

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

**Support Requested**

<b>Cash</b>	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p><b>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</b></p>
Amount: \$ <u>3,000</u>	<p>To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):</p> <p>Funds from the City of Casper would be used to build a stage and purchase an awning for the NIC. This would help our musicians have a more comfortable performing space and the awning would be very useful in protecting gear in case of rain.</p>
Date Cash Needed: <u>5/15/2014</u>	

<b>In-Kind Staffing and Services</b>	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p><b>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</b></p>
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*Services that are typically requested:*

Security (Police)    EMT's    Ski Lift Tickets    Golf Passes    Traffic Control  
 Trash Service (cans/dumpsters)    Use and Delivery of Tables/Chairs  
 Baseball Field Preps    Museum Passes    Pool Passes    Litter Control/Cleanup

Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1. Trash Services	5 rolling cans and removal once a week	The NIC	7/2/14	9AM	9PM on 9/27/14
2.					
3.					
4.					

<b>Facilities</b>	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p> <p><b>Please be Aware</b> that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</p>				
	<p><i>Facilities that are typically requested:</i></p> <p style="text-align: center;">Casper Events Center      Aquatics Center      City pools      Ice Arena Fort Caspar      City Hall      Recreation Center      Sports fields      City Parks</p>				
Please list the facility you require:	Purpose	Date	Start Time	End Time	
1.					
2.					
3.					
4.					

### Budget Summary

<b>Anticipated Funding Sources</b> for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>	
Entry Fees	\$
<b>Sponsorships</b> (indicate from whom and whether the sponsorship is <b>committed funds</b> or <b>to be requested</b> ).	
1. Hilltop National Bank	\$ 12,000
2. Vendor Fees	\$ 1,000
3. Unrestricted Funds	\$ 11,000
4.	\$
<b>Donations</b> (list from whom and whether the donation is <b>committed</b> or <b>to be requested</b> ):	
1. Donation Boxes	\$ 1,000
2.	\$
3.	\$
4.	\$
<b>Applicant Funds :</b>	\$
<b>Other Funds</b> (please list source(s)):	
1.	\$
2.	\$
3.	\$
4.	\$
<b>Total Funding:</b>	<b>\$ 25,000</b>

<b>Anticipated Expenses</b> for this program or event (please be as specific as you can).	
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*If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224, or email [ftremel@cityofcasperwy.com](mailto:ftremel@cityofcasperwy.com)*

1. Wages	\$	12,000
2. Artists/Lodging	\$	13,000
3. Engineering/Sound	\$	2,500
4. Marketing/Promotion	\$	1,000
5. Occupancy/Operations	\$	4,500
6. Supplies	\$	500
7.	\$	
8.	\$	
9.	\$	
10.	\$	
<b>Total Expenses:</b>		<b>\$ 33,500</b>
<b>Total Revenue minus Total Expenses: profit (loss):</b>		<b>\$ (8,500)</b>

### **Past Year's Budget**

Please attach a program budget from the last time you held this event, if available.

## **City of Casper Community Promotions Grant – FY 2014 Event Narrative for Nicolaysen Art Museum Wednesday Night Live**

Each Wednesday night for eight weeks, the Nicolaysen Art Museum presents an opportunity for residents of the Casper to enjoy live music, dancing, food and beverages, and a sense of community at Wednesday Night Live. A wide variety of regional and national bands perform, and local food vendors provide food and beverages to attendees. Thanks to support from the City of Casper and other sponsors, this event is provided free of charge and adds a wonderful summertime activity to the Casper calendar. The evening performances average about 600 spectators each and have been steadily growing with each year.

Wednesday Night Live was originally started by the Downtown Development Authority in 2007. After the first year, they opted to discontinue the event. The NIC Board of Directors determined that this concert series was an important part of the Casper community and adopted WNL as an official program. The generous sponsorship from the City of Casper is essential to the continuation of Wednesday Night Live, as the NIC has struggled to break even covering the expenses of this vital community event.

Like so many NIC events, Wednesday Night Live is not only a social and cultural event that brings the community together but it is also an **economic stimulator**. The NIC spends money locally on performers, sound equipment, materials, hotel accommodations, and promotion of these performances. Additionally, visiting performers contribute to the hospitality income of the community and sales tax from refreshments sold are another source of revenue for the city.

Wednesday Night Live **improves the quality of life** for Casper residents and visitors by providing eight nights of free activities and fun for families and individuals by bringing the arts to the people. Music and art events touch people's hearts and souls and cultivate creative vibrancy in Casper. Because Wednesday Night Live is a free admission series, we are able to make the arts more accessible to families and individuals whom might not be able to afford to participate otherwise.

Finally, Wednesday Night Live helps **promote Casper as a cultural destination** with many quality cultural events. The NIC is in a city-owned historic building located in the revitalized downtown area. This concert series in the nostalgic environment of the NIC certainly adds to the quality of life in Casper and impresses visitors to the community.

Thank you for your consideration of our grant proposal for 2014. We hope that you will continue to help fund Wednesday Night Live.

**Nicolaysen Art Museum**  
**Wednesday Night Live**  
July 2012 through June 2013

	<u>Jul '12 - Jun 13</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
6000 · Contributed Income	5,927.78
6100 · Earned Income	<u>12,397.00</u>
<b>Total Income</b>	<u>18,324.78</u>
<b>Gross Profit</b>	18,324.78
<b>Expense</b>	
7500 · Professional Services	13,450.00
8000 · Marketing & Promotion	256.00
8700 · Occupancy/Operations	540.00
8800 · Supplies Expense	<u>414.95</u>
<b>Total Expense</b>	<u>14,660.95</u>
<b>Net Ordinary Income</b>	<u>3,663.83</u>
<b>Net Income</b>	<u><u>3,663.83</u></u>

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on August 2, 2013.

Name of Sponsoring Organization:

SERVEWYOMING

Name of Program or Event:

Volunteer Guides, Fall 2013 and Spring 2014 Editions



## Contact Information

Contact Person: Jessica Stanbury Phone Number: 234-3428 Date: July 20, 2013

Address: P.O. Box 1271; Casper, WY 82602

Email: jessica@servewyoming.org

Is this organization a Non Profit Organization?  Yes or  No

If so, what is your tax exempt EIN number? 68-0556475

## Event/Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, try to answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. You may attach up to two pages of supporting material (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. Please do not include anything other than 8 1/2" by 11" paper. Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? Please be specific and detailed (*Please write in your answer below, and attach another (1) sheet if necessary.*)

By supporting the Volunteer Guides, the City would be actively promoting the economic well-being of hundreds of service and nonprofit agencies in Natrona County. The Volunteer Wyoming Initiative encourages awareness of the importance of volunteering as a way to mobilize people and resources to deliver creative solutions for community problems and opportunities. Nonprofits would not survive without volunteers as they are often fulfilling both general and higher skilled roles that the nonprofit would likely be unable to afford. An investment in the 2013-2014 Natrona County Volunteer Guides would be a direct investment in the community's social capital, increasing social connectedness, career skills, sense of satisfaction, and quality of life among all Casper residents.

Council funds will leverage more support for our programming and provide match support of our grant from the Corporation for National and Community Service.

## Event Changes:

If this is not a new program or event, how will it be different from last year? (*please write in your answer below*)

Stemming from the success of our last Volunteer Guides, we experienced the highest level of participation among Casper-area agencies to date. In both the Fall 2012 and Spring 2013 editions, there were 132 organizations that registered and showcased over 256 volunteer opportunities. We believe that the participation in the next edition of the Guide will easily increase as the number of registered agencies in Casper is currently greater than 170. (Please see Project Narrative for more information on [www.volunteerwyoming.org](http://www.volunteerwyoming.org)). The Fall Edition is scheduled to be released in September 10, 2013 in the Casper Journal and September 11, 2013 in the Casper Star Tribune.

## Dates

On what date(s) will this event be held? We are anticipating the Fall Volunteer Guide to be published on September 10, 2013 in the Casper Journal and September 11, 2013 in the Casper Star Tribune. A second Spring Volunteer Guide will be released in April 2014.

## Anticipated Attendance and Public Participation

A participant is someone who is actively involved in the activity; a Spectator is someone who passively enjoyed it. Please don't count people twice - one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? 130+organizations

How many people do you expect to attend this event as **Spectators**? 60,000+ readers of the publication

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

## Support Requested

<b>Cash</b>	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p><b>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility request.</b></p>
<p>Amount: <b>\$2,000</b></p> <p>Date Cash Needed: <b>7/01/2014</b></p>	<p>To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations").</p> <p><b>The Production of Natrona County Volunteer Guide, "Fall 2013 Edition" and the "Spring 2014 Edition"</b></p>

<b>In-Kind Staffing and Services</b>	<p><i>The City can provide services to a group directly in order to facilitate an event. Services that are typically requested:</i></p> <p><b>Please be aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</b></p> <hr/> <p><i>Services that are typically requested:</i></p> <p>Security (Police)   EMT's   Ski Lift Tickets/Golf Passes   Traffic Control          Trash Service (cans/dumpsters)   Event Staffing Use and Delivery of Tables/Chairs          Baseball Field Preps   Museum Passes   Pool Passes   Litter Control/Cleanup</p>																									
Please list the services you require:	<table border="1"> <thead> <tr> <th>Description/Purpose</th> <th>Location</th> <th>Date</th> <th>Start Time</th> <th>End Time</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>2.</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>3.</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>4.</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Description/Purpose	Location	Date	Start Time	End Time	1.					2.					3.					4.				
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1.																										
2.																										
3.																										
4.																										

<b>Facilities</b>	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require:</i></p> <p><b>Please be aware that your organization must provide a 50% match for any Facility service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any facilities listed below, but the city cannot waive the fees entirely.</b></p> <hr/> <p><i>Services that are typically requested:</i></p> <p>Casper Events Center   Aquatics Center   City pools   Ice Arena          Fort Caspar   City Hall   Recreation Center   Sports fields   City Parks</p>																				
Please list the services you require:	<table border="1"> <thead> <tr> <th>Purpose</th> <th>Date</th> <th>Start Time</th> <th>End Time</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>2.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>3.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>4.</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Purpose	Date	Start Time	End Time	1.				2.				3.				4.			
Purpose	Date	Start Time	End Time																		
1.																					
2.																					
3.																					
4.																					

## Budget Summary

<b>Anticipated Funding Sources</b> for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>		
Entry Fees		
Sponsorships (indicate from whom and whether the sponsorship is <b>committed funds</b> or <b>to be requested</b> ).		
1. Casper Star Tribune/Casper Journal In-Kind Donation (pending)		\$ 31,376.88
2. Zimmerman Foundation (confirmed)		\$ 1,500.00
3. Wyoming Medical Center/Volunteers (confirmed)		\$ 1,000.00
4. CK Mechanical, Inc (pending)		\$ 1,000.00
5. Rocky Mountain Power (pending)		\$ 2,000.00
6. Central Wyoming Property Inspections (confirmed)		\$ 500.00
7. Medical Reserve Corps (pending)		\$ 500.00
8. Casper Area Community Foundation (pending)		\$ 5,000.00
4. Corporation for National and Community Service (pending)		\$ 2,188.44
Donations (list from whom and whether the donation is <b>committed</b> or <b>to be requested</b> ):		
1.		\$
2.		\$
Applicant Funds:		\$
Other Funds (please list source(s)):		
1.		\$
2.		\$
<b>Total Funding:</b>		<b>\$ 45,065.32</b>

<b>Anticipated Expenses</b> for this program or event (please be as specific as you can)		
<b>ServeWyoming Project "Fall Volunteer Guide 2013 Budget"</b>		
1. Printing 24 page full color tab, 28,000 copies		\$ 5,073.08
2. Insert 27,000 color Casper Journal		\$ 3,747.08
3. Rack distribution 1000		\$ 100.00
4. Print advertising/all media/ full color (217 ads per column inch x \$35.00)		\$ 7,612.50
5. Casperjournal.com Home Page Skyscraper/Heading		\$ 1,000.00
6. Trib.com 165,000 page views linked to your site		\$ 6,000.00
<b>SUBTOTAL</b>		<b>\$ 23,532.06</b>
<b>ServeWyoming Project "Spring Volunteer Guide 2014" Budget</b>		
1. Printing 24 page full color tab, 28,000 copies		\$ 5,073.08
2. Insert 27,000 color Casper Journal		\$ 3,747.08
3. Rack distribution 1000		\$ 100.00
4. Print advertising/all media/ full color (217 ads per column inch x \$35.00)		\$ 7,612.50
5. Casperjournal.com Home Page Skyscraper/Heading		\$ 1,000.00
6. Trib.com 165,000 page views linked to your site		\$ 6,000.00
<b>SUBTOTAL</b>		<b>\$ 23,532.06</b>
<b>Total Expenses:</b>		<b>\$ 47,065.32</b>

<b>Total Revenue minus Total Expenses: profit (loss):</b>		<b>\$ 2,000</b>
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## **Past Year's Budget**

Please attach a program budget from the last time you held this event, if available.

## **Event/Program Description**

### **I. What is the purpose of this event/program, and how does it fit into the mission of your organization?**

The purpose of ServeWyoming's Volunteer Guides is to provide a **complimentary resource to our online database which highlights a variety of volunteering opportunities in Natrona County**. This is very much an extension of our mission of improving lives and strengthening Wyoming communities through volunteerism. To accomplish this mission, ServeWyoming promotes collaborative efforts among private, non-profit, and governmental agencies and organizations at the municipal, county, and state level that will advance community service, volunteer programs and activities.

We are part of the Corporation for National and Community Service family, which includes AmeriCorps and Senior Corps. ServeWyoming provides Corporation funding to AmeriCorps\*State programs in Wyoming that, in conjunction with other AmeriCorps programs, provide more than 160 individuals with opportunities to contribute intensive, results-driven services to meet educational, environmental, public safety-related and other pressing needs within our communities.

ServeWyoming and its partners expanded that vision of a public-private resource for our communities and strategies to increase the number and effectiveness of volunteering in Wyoming. The Volunteer Wyoming Initiative is a single resource and central clearinghouse for helping communities and individual organizations with issues involving volunteer support-related services.

### **Volunteer Wyoming Initiative:**

Let's face it – without volunteers, our non-profit organizations would struggle to meet their missions, and these businesses would be forced to close their doors and lay off many Casper workers.

Because Wyoming nonprofit organizations are in danger of losing their repeat volunteers to burnout, a very real threat is present in our Wyoming communities. Wyoming also expects a significant increase in potential volunteers due to the rapid aging of the resident population and to early retirees moving to Wyoming. However, many organizations that need volunteers lack the capacity to effectively find and recruit retirees and newcomers. This is why a central resource was born for matching needs and opportunities across Wyoming.

ServeWyoming has forged many partnerships in areas around the state, including the counties of Natrona, Albany, Campbell, Converse, Fremont, Goshen, Laramie, Sheridan, and Sublette Counties. Each pilot area now has a volunteer center unique to its individual needs, and a local agency and contact person has agreed to serve as the volunteer leader for local efforts. In addition we have dedicated a great deal of our time to implementing [www.volunteerwyoming.org](http://www.volunteerwyoming.org), a web-based platform that features a searchable statewide database and website network which will help support and track statewide and community-based volunteer promotion, recognition, event management and volunteer management. It provides a core infrastructure to link together all the various community volunteer activities, opportunities and needs. This volunteer database, Volunteer Wyoming, is FREE and accessible to any organization in the state that utilizes volunteers.

## II. What will the event or program be like for someone who is participating in it?

In the fall of 2012, ServeWyoming created and published the sixth annual **Volunteer Guide with a Fall 2012 and Spring 2013 Edition**. With the support of the City Council of Casper, the Casper Journal, the Casper Star-Tribune, the Corporation for National and Community Service, the Zimmerman Family Foundation, Encana Oil & Gas, CK Mechanical, Wyoming Medical Center, Medical Reserve Corps of Natrona County, and Central Wyoming Property Inspections, every house and post office in Natrona County received the Volunteer Guide in their newspaper. The success from the 2012 Fall and 2013 Spring Volunteer Guides have been overwhelming with over **132 Natrona County participating nonprofit organizations and businesses** that utilize volunteers. In addition, more than **256 Volunteer Opportunities** were listed by category in the publications. The organizations participating in the Volunteer Guide are reporting an increase in volunteers which in turn increases the sustainability of the non-profit organization. The volunteers participating in this program are receiving fulfillment and satisfaction from giving back to their community, and in turn helping out the community.

## III. How is this event remarkable or unique for the Casper area?

Because Casper organizations are in danger of losing their repeat volunteers to burnout, and because volunteers are the backbone of our non-profits, a very real threat is present in our Wyoming communities. Natrona County was selected for the Volunteer Guide because of the high volume of businesses and organizations that utilize volunteers. Since its inception, the **Volunteer Guides have been a cornerstone of our volunteer advocacy efforts**, serving as a one-stop, centralized location listing local organizations that are in need of volunteer support. Our sixth bi-annual Guide was created and published in full-color in September of 2012 through generous partnerships with the Casper Journal, Casper Star Tribune, the City of Casper and the Corporation for National and Community Service. Between both the Fall 2012 and Spring 2013 editions, the Guides were delivered to over 60,000 Casper area homes free of charge.

The Volunteer Wyoming site captures the information on agencies and volunteer opportunities and the response has been wonderful. In Casper, alone we currently have more than 170 organizations listed in our searchable website. Every month we receive calls on when the next Guide will be published, and we feel strongly that the 2013-2014 Volunteer Guides for Natrona County will increase in volume. The Guide can still be found at many institutions around the city including the Natrona County Public Library, YMCA, City Recreation Center, Senior Center, the Nic, the Chamber of Commerce, local business and medical service agencies.

### ServeWyoming Projected "Spring Volunteer Guide 2013" Budget

Item	Number	Printing	Advertising	Total	Total Project Costs
Printing 24 page full color tab, 28,000 copies	1	\$5,073.08			\$5,073.08
Insert 27,000 Casper Journal	1	\$3,747.08		\$3,747.08	\$8,820.16
Rack distribution 1000	1	\$100		\$100.00	\$8,920.16
Print advertising/all media/full color (per column inch)	217.5		\$35.00	\$7,612.50	\$16,532.66
casperjournal.com Home Page Skyscraper or Heading	1		\$1,000.00	\$1,000.00	\$17,532.66
trib.com 165,000 page views linked to your site	1		\$6,000.00	\$6,000.00	\$23,532.66
Thank You Supporter Ads (\$344.70 Star Tribune; \$330.00 for Casper Journal)	1	674.7			
		\$8,920.16	\$7,035.00	\$18,459.58	\$23,532.66

### ServeWyoming Projected "Fall Volunteer Guide 2013" Budget

Item	Number	Printing	Advertising	Total	Total Project Costs
Printing 24 page full color tab, 28,000 copies	1	\$5,073.08			\$5,073.08
Insert 27,000 Casper Journal	1	\$3,747.08		\$3,747.08	\$8,820.16
Rack distribution 1000	1	\$100		\$100.00	\$8,920.16
Print advertising/all media/full color (per column inch)	217.5		\$35.00	\$7,612.50	\$16,532.66
casperjournal.com Home Page Skyscraper or Heading	1		\$1,000.00	\$1,000.00	\$17,532.66
trib.com 165,000 page views linked to your site	1		\$6,000.00	\$6,000.00	\$23,532.66
Thank You Supporter Ads (\$344.70 Star Tribune; \$330.00 for Casper Journal)	1	674.7			
		\$8,920.16	\$7,035.00	\$18,459.58	\$23,532.66
<b>TOTAL PROJECT COST</b>					<b>\$47,065.32</b>

\* 2 to 1 match from Casper Star/Journal = ServeWyoming's portion is \$15,688.44



# Serve Wyoming

July 20, 2013

City of Casper Mayor's Office/City Council Members  
c/o City Manager's Office  
200 N. David St.  
Casper, WY 82601

RE: Community Promotions Application

Dear Mayor Schlager and Members of the City Council:

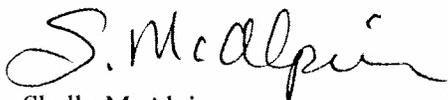
Thank you for taking the time to review our proposal for support of the 2013 Fall and 2014 Spring editions of the "Natrona County Volunteer Guide." In 2013, the 7<sup>th</sup> of its kind was produced specifically for Natrona County, which promotes and showcases over 115 nonprofit agencies in the Casper-area. The 24-page, full color insert was delivered to over 60,000 households in Natrona County in April and September with generous support from the City of Casper, Casper Star-Tribune, the Casper Journal, the Corporation for National and Community Service, the Zimmerman Family Foundation, Encana Oil and Gas (USA) Inc., CK Mechanical Inc., Wyoming Medical Center, Medical Reserve Corps of Natrona County, and Central Wyoming Property Inspections. We have not included a copy of the 2013 Spring Guide with our application as the grant guidelines indicated not to submit any supporting materials over 5 pages or other than "8 ½ x 11."

The idea for the Guide stemmed from our Volunteer Wyoming Initiative, a public-private venture spearheaded by Serve Wyoming, a statewide, charitable nonprofit located in Casper, WY. Volunteer Wyoming is a program designed to measurably increase the number and effectiveness of volunteerism in Wyoming. Since its inception, the Volunteer Guides have been a cornerstone of our volunteer advocacy efforts, serving as a one-stop, centralized location listing local organizations that are in need of volunteer support. By advocating for personal responsibility and volunteerism in our community through the Guides, Natrona County's nonprofits receive valuable assistance while continuing to provide services to community members in need, ultimately improving the quality of life for all of our residents.

The response to the Volunteer Guides has been amazing, and many organizations in the Casper-area continue to benefit from heightened exposure, publicity, and volunteer recruitment. In the 2012 and 2013 editions, there were a total of 132 participating organizations and businesses that utilize volunteers who took part in the Guides, showcasing more than 256 volunteer opportunities. In the Fall 2013 and Spring 2014 Volunteer Guides, we will strive to build upon our successes and aim to encourage even more citizens to volunteer and get involved in their community. An investment in the Natrona County Volunteer Guides would be a direct investment in the community's social capital, increasing social connectedness, career skills, sense of satisfaction, and quality of life among all Casper residents.

Again, I want to express my gratitude for having the opportunity to present this request. I hope that you will find value in this program and join with us in this venture.

Most Sincerely,



Shelly McAlpin  
Executive Director

Enclosures: Application and Budget

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on **August 2, 2013**.

Name of Sponsoring Organization:  
Special Olympics Wyoming

Name of Program or Event:  
Winter Games



## Contact Information

Contact Person: Debbie Huber Phone Number: 267-5008 Date: 8/1/2013  
Address: 3420 So. Coffman Ave.  
Email: dhuber145@gmail.com  
Is this organization a Non-Profit Organization?  Yes or  No  
If so, what is your tax exempt EIN number? 237418345

## Event / Program Description

Please attach a one page, TYPED description of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

Athletes, coaches and volunteers begin dry land training for Special Olympic Winter Games by the first weekend of December each year. Athletes are required to train at least 8 weeks prior to competition at area games and then the state games in Jackson Hole, WY. The Casper team is part of Area V which encompasses Natrona, Converse and Niobrara counties. Area V winter games are always held in Casper utilizing Casper Mountain facilities such as Hogadon Ski Area, the Nordic Ski Center and Beartrap Meadow for the snowshoe competition. Because the event is an all day event, some teams require lodging and enjoy dining and shopping while in Casper. Participants in alpine competition included 45 athletes and coaches and over 50 volunteers and families. A total of 85 athletes and coaches participated in Area V games 2012-13. See Sheet >>

## Event Changes:

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)  
The sports training event will remain the same except for the addition of new athletes and their families which show an increase annually. Athletes in need of adaptive ski equipment experience challenges at Hogadon but directors and coaches are working to improve and increase participation. See sheet >>

**Dates**

On what date(s) will this event be held? 12/2013 - 2/2014

Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

**Anticipated Attendance and Public Participation**

A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? 80

How many people do you expect to attend this event as **Spectators**? 100

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

**Support Requested**

<b>Cash</b>	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p><b>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</b></p>
Amount: <b>\$ 900.00</b>	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations");
Date Cash Needed: <u>02/05/2014</u>	<b>To be used to provide lunch at the Area V winter games and to print flyers for the event.</b>

<b>In-Kind Staffing and Services</b>	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p><b>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</b></p>				
	<p><i>Services that are typically requested:</i></p> <p>Security (Police)    EMT's    Ski Lift Tickets    Golf Passes    Traffic Control                  Trash Service (cans/dumpsters)    Use and Delivery of Tables/Chairs                  Baseball Field Preps    Museum Passes    Pool Passes    Litter Control/Cleanup</p>				
Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1.	<b>Ski Lift Tickets</b>	Tickets for weekly training and Area V event	Hogadon	2013-14	12/2013-2/2014
2.					
3.					
4.					

<b>Facilities</b>	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p> <p><b>Please be Aware</b> that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</p>			
	<p><i>Facilities that are typically requested:</i></p> <p style="text-align: center;">Casper Events Center      Aquatics Center      City pools      Ice Arena  Fort Caspar      City Hall      Recreation Center      Sports fields      City Parks</p>			
Please list the facility you require:	Purpose	Date	Start Time	End Time
1. Hogadon Lodge	Staging for Area V games	Jan 2014		
2.				
3.				
4.				

### Budget Summary

<b>Anticipated Funding Sources</b> for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>		
Entry Fees		\$ 1,680.00
<b>Sponsorships</b> (indicate from whom and whether the sponsorship is <b>committed funds</b> or <b>to be requested</b> ).		
1. Mountain Sports Rentals (in kind)		\$ 500.00
2. Natrona County Parks Dept. (in kind)		\$ 350.00
3.		\$
4.		\$
<b>Donations</b> (list from whom and whether the donation is <b>committed</b> or <b>to be requested</b> ):		
1. Natrona County School District #1		\$ 1,750.00
2. Festival of Trees		\$ 6,000.00
3.		\$
4.		\$
<b>Applicant Funds :</b>		\$
<b>Other Funds</b> (please list source(s)):		
1.		\$
2.		\$
3.		\$
4.		\$
<b>Total Funding:</b>		<b>\$ 10,280.00</b>

<b>Anticipated Expenses</b> for this program or event (please be a specific as you can).	
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*If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224, or email [ftremel@cityofcasper.wy](mailto:ftremel@cityofcasper.wy).*

1. Games Assessments	\$ 1680.00
2. Food - Area V lunches/water	\$ 700.00
3. Training Ski Lift Tickets - Casper Team (6-8 weeks)	\$ 3,750.00
4. Area V Ski Lift Tickets - group rate \$30/person	\$ 1,800.00
5. Printing/office	\$ 200.00
6. Postage	\$ 65.00
7. Lodging and Mileage - Jackson Hole - State Games	\$ 5,000.00
8.	\$
9.	\$
10.	\$
<b>Total Expenses:</b>	<b>\$ 13,195.00</b>
<b>Total Revenue minus Total Expenses: profit (loss):</b>	<b>\$ (2,915.00)</b>

### **Past Year's Budget**

Please attach a program budget from the last time you held this event, if available.

## **Event/Program Description**

### ***Special Olympics Winter Sports Season (November 13 – February 14)***

#### **What is the purpose of the Casper and Area V Training and Competition**

Under the direction of Area V Coordinator, Robert Peterson, Area V Games were held in February 3, 2013 at Hogadon Ski Area. Local program participating in the Area V games included teams from the communities of: Casper, Glenrock, Douglas, Cheyenne, and Newcastle. Athletes trained for only 6 weeks due to poor snow coverage and satisfied their modified requirement to participate in the qualifying competition prior to state games. The economic impact of this event is significant as some teams required lodging and enjoyed eating and shopping while in Casper. Participants in the Area V Games included 44 athletes and coaches and over 50 volunteers and families.

Sponsors of in kind services and donations for 2012-13 Area Winter Games season included: Hogadon Ski Area (City of Casper), Natrona County Parks Department, Mountain Sports, Ski School and local contributors. Athletes and coaches are not individually assessed fees for their participation in Special Olympic programs, however local programs pay registration fees to participate in Area and State Games competition. Fees help pay for program training materials, awards, equipment, meals, volunteer appreciation, communications and publicity. Teams rely on various fundraising events, sponsorships, cash donations and inkind services to meet their annual budget needs.

#### **What will the program be like for those participating?**

Approximately 172 ski lift tickets for adults, students and children were used during the 2012- 13 Winter Ski training/racing and competition season. Many of the same athletes and coaches participate every year. Children may begin participating in Special Olympics at the age of 8. New athlete involvement continues to show an increase in Area V. In-kind services from the City of Casper, again provided the integral support needed to provide lift tickets allowing athletes to meeting their Winter Games training requirements.

Community involvement is very important to the success of a Winter Sports program. A key component of a quality Special Olympic program is the volunteer coaching staff who are accomplished athletes themselves, dedicated to teaching, coaching and motivating athletes with diverse abilities. Olympic winter sports offered in Casper include alpine and Nordic skiing and snowshoeing. Athletes are required to train for a minimum of eight (8) weeks prior to area or statewide competition. In Casper, the Winter Sports program begins with dry land training in November followed by on-snow practices as soon as weather permits and ends in February with state games competition in Jackson Hole, Wyoming. Adaptive ski equipment is available if needed. Venue sites hosting training and competition include: Hogadon Ski Area, Casper Mountain Nordic Trails and Bear Trap Meadows.

#### **How is this event remarkable or unique for the Casper Area?**

This year, the Casper team proudly represented the city of Casper at the state Winter Games held the second week of February 2013 in Jackson Hole, which was the culmination of a season of hard work by athletes, coaches, volunteers and families. Special Olympic events inspire greatness and offer individual and spectator sporting activities that encourage healthy lifestyle choices, change lives and embrace communities!

**Special Olympics Casper**  
**Budget Summary - Winter Season**

<b>Revenue</b>		
<b>Festival of Trees</b>		6,000
<b>Contributions</b>		
<b>Mountain Sports, Parks Department</b>		500.00 350.00
<b>Natrona Co. School District – Jackson Hole</b>		1,750.00
<b>Area V Games Assessment Local Programs, Sheridan, Cheyenne, Douglas, Saratoga</b>		84 @ \$20/athlete/coach 1680.00
<b>TOTAL</b>		<b>10,280.00</b>
<b>Expenses</b>		
<b>Local Program assessments fees Casper</b>	1680.00	
<b>Equipment</b>		
<b>Food – Casper</b>	700.00	
<b>Lodging – Jackson Hole (35)</b>	5,000.00	
<b>Training (ski passes)</b>	5,550.00	
<b>Office Supplies/Printing</b>	200.00	
<b>Postage</b>	65.00	
<b>Advertising</b>	0	
<b>TOTAL</b>	<b>13,195.00</b>	

A complete 2013-14 Budget is available upon request at the Special Olympics WY-State Office  
Special Olympics Wyoming, 307-235-3062  
Executive Director: Priscilla Dowse



*Special Olympics - Casper  
Debbie Huber  
3420 S. Coffman  
Casper, WY 82604*

July 31, 2013

Mr. Peter Meyers  
City Manager's Office  
200 North David  
Casper, Wyoming 82601

Dear Mr. Meyers,

On behalf of the Casper Special Olympics program I am submitting our Community Promotions application for Special Olympics Winter Games during the months of December 2013 through February 2014. The City Council's support of Special Olympics athletic events over the years has been a crucial element to the success of the local Casper program.

I am submitting our final report and requesting **in-kind funds in the amount of \$2,775.00** to cover the cost of expenditures for ski lift tickets during our training and competition season. The Casper program is providing **matching funds in the amount of \$2,775.00**. In addition, the Casper Special Olympics program is requesting **cash funds in the amount of \$900.00** to help defray the cost of providing lunches, beverages and printing during the Area V games at Hogadon on February 2014.

In response to the Community Promotions Funding Request Form, I have enclosed the following requested information:

- Community Promotions Funding Request Form
- Event/Program description of Special Olympics, including the 2012-13 Final Report 2012-13 Event Report and Account History Summary (Hogadon)
- Informal Budget Summary Report of Local and Area Revenue and Expenses  
(A complete 2013-14 Budget is available upon request at the Special Olympics WY Special Olympics Wyoming, 307-235-3062, Executive Director, Priscilla Dowse)

Special Olympics athletes in Casper and surrounding communities (Area V) are very grateful for the continued support Hogadon Ski Area management, staff and the city of Casper has provided athletes participating in the Casper Special Olympics winter sports competitive racing program.

Thank you again for considering our application! If you have any questions, please do not hesitate in contacting Debbie Huber at 267-5008 or Local-Casper Coordinator, Robert Peterson at 266-2031.

Sincerely,

A handwritten signature in black ink that reads "Debbie Huber". The signature is written in a cursive, flowing style.

Debbie Huber  
Volunteer, Special Olympics-Casper

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on August 2, 2013.

Name of Sponsoring Organization:

Special Olympics Wyoming

Name of Program or Event:

2014 Fall Tournament



## Contact Information

Contact Person: Chris Ryan Phone Number: 235-3062 Date: 7/31/13

Address: 232 E 2nd St. Suite 201 Casper, WY 82601

Email: CRyan@specialolympicswy.org

Is this organization a Non-Profit Organization?  Yes or  No

If so, what is your tax exempt EIN number? 23-7418345

## Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

see attached sheet

## Event Changes:

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)

Continuing event. Average 5-8% growth per year.

If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224.

## Dates

On what date(s) will this event be held? Mid October, dates will be set in Oct. 13

Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

## Anticipated Attendance and Public Participation

A participant is someone who is actively involved in the activity; a Spectator is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be Participants in this event or program? 1000 + Athletes Partners

How many people do you expect to attend this event as Spectators? 200 + Families Coaches Voluntary

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

## Support Requested

### Cash

The City Council can make cash grants to reimburse community groups for expenses related to the program or event.

Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.

Amount:

\$ 7500

Date Cash Needed:

10/15/2014

To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):

Meals: 2 breakfasts, 2 lunches, and 2 dinners

Facility Rental, Fairgrounds, Bowling Alley, Event Center

Awards: \$3000

Recognition: \$2000

### In-Kind Staffing and Services

The City can provide services to a group directly in order to facilitate an event.

Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.

Services that are typically requested:

Security (Police) EMT's Ski Lift Tickets Golf Passes Traffic Control  
 Trash Service (cans/dumpsters) Use and Delivery of Tables/Chairs  
 Baseball Field Preps Museum Passes Pool Passes Litter Control/Cleanup

Please list the services you require:

Description/Purpose	Location	Date	Start Time	End Time
1. EMT's Safety, First Responders For Medical	Event Center Fairgrounds, Northstar	TBD		
2. Traffic Control		TBD	7:00am	1:00pm
3. Trash Service	Northstar	TBD		
4. Event Staffing	Banquet at Event Center Event Center	TBD Thurs	5:00pm	10:00pm

### Facilities

Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.

If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224.

**Please be Aware** that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.

Facilities that are typically requested:

Casper Events Center      Aquatics Center      City pools      Ice Arena  
 Fort Caspar      City Hall      Recreation Center      Sports fields      City Parks

Please list the facility you require:	Purpose	Date	Start Time	End Time
1. Events Center	Victory Banquet & Dinner	TBD Tues	3:00pm	10:00pm
2. North Casper Soccer Fields	Soccer Competition	TBD Tues/Fri	8:00am	4pm
3.				
4.				

### Budget Summary

Anticipated Funding Sources for this program or event. Do not list any anticipated funding from the City of Casper.	see attached sheet
Entry Fees	\$ 30000
Sponsorships (indicate from whom and whether the sponsorship is <b>committed funds</b> or <b>to be requested</b> ).	
1. CCVB (to be requested)	\$ 2500
2.	\$
3.	\$
4.	\$
Donations (list from whom and whether the donation is <b>committed</b> or <b>to be requested</b> ):	
1. Breakfast Optimist Club	\$ 8500
2.	\$
3.	\$
4.	\$
Applicant Funds :	\$
Other Funds (please list source(s)):	
1. Merchandise Sales	\$ 350
2.	\$
3.	\$
4.	\$
<b>Total Funding:</b>	\$ 33,350
Anticipated Expenses for this program or event (please be as specific as you can).	see attached sheet
1.	\$
2.	\$

If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224.

3.		\$
4.		\$
5.		\$
6.		\$
7.		\$
8.		\$
9.		\$
10.		\$
Total Expenses:		\$ 55,075
Total Revenue minus Total Expenses: profit (loss):		\$ (21,725)

**Past Year's Budget**

Please attach a program budget from the last time you held this event, if available.

*Note: any funding shortfalls will be covered by general operating funds*

## Special Olympics Wyoming 2014 Fall Tournament

**Brief Description:** Annually, Special Olympics Wyoming offers five state wide events to more than 1,300 children and adults with intellectual disabilities. The largest of these events is the Fall Tournament held annually in Casper since 1984. The 2012 Fall Tournament hosted competition in four sports to 606 participants and 140 coaches from throughout the state. Participants, coaches and families spent two and half days in Casper for competition in Bowling, Cycling, Equestrian and Soccer. Competition was complemented by a gala Opening Ceremonies and Victory Banquet for 1,050 people. The organization has experienced a small but steady growth in participation and anticipates more than 820 participants and coaches for the 2013 event scheduled for October 9-11. Our continued success and growth indicate that we will see a similar increase in 2014.

**Benefits to Casper Area:** More than 600 out of town competitors and coaches participated in the 2012 Fall Tournament. They stayed in hotels throughout the community and took advantage of the many services Casper has to offer. The Fall Tournament provides meaningful volunteer opportunities for approximately 150 individuals locally and a chance to observe some great competition. Media outlets in Casper have been extremely supportive and this provides the opportunity for some positive state-wide media coverage.

Special Olympics Wyoming recognizes that the continued statewide growth of the program has a direct impact on the Fall Tournament. As an organization, we are thrilled with our growth and are working aggressively to reach out to the service community in Casper to support this event. We see involvement from these organizations as a critical component to provide a quality experience to all involved.

**History:** The Special Olympics Wyoming Fall Tournament began as a Bowling Tournament in 1982. Soccer and Cycling were added from 1981 to 1987. In 1989, Equestrian sports became the fourth sport offered as competition and Softball Team competition was added in 1994. Softball has since been made an individual sport tournament in the summer. The Fall Tournament has been held in Casper since 1984 due to available bowling alleys, the fairgrounds and other facilities that meet the needs of the various events offered. The event has become synonymous with Casper and although competition and event venues change periodically, the event continues as a Casper tradition.

**Budget:** The 2013 budget for the Fall Tournament totals \$ 54,825. The event is run primarily by volunteers. Special Olympics Wyoming employs a small professional staff to guide the organization and provide support to volunteers throughout the state. A portion of costs budgeted for the Fall Tournament is allocated to feed athletes, coaches, and volunteers. Participants attending the 2013 Fall Tournament will be provided with two breakfasts, two lunches, one dinner and a Victory Banquet and Dance. Additional costs include awards, recognition, and supplies.

## Special Olympics Wyoming ~ Fall Tournament Three Year Budget 2012-2014

<b>INCOME</b>
Merchandise
Donations
Foundations/Grants
Special Olympics Wyoming
Assessments
TOTAL

2012	
Total	
	300
	500
	9,000
	14,600
	28,000
	\$52,400

2013	
Total	
	350
	500
	7,050
	16,925
	30,000
	\$54,825

2014	
Total	
	350
	500
	7,050
	17,175
	30,000
	\$55,075

<b>EXPENSE</b>
Vendor Services
Administration
Supplies
Equipment
Rental Equipment
Facility Rental
Athlete Awards
Athlete Recognition
Volunteer Recognition
Support Recognition
Housing
Food/Meals
Mileage/Public Transportation
Postage
Printing & Photography
Total

1,500
21,500
1,000
300
300
3,500
3,000
2,500
500
200
0
17,500
600
0
0
\$52,400

2,200
21,500
1,000
300
300
3,600
3,000
2,000
500
200
0
19,625
600
0
0
\$54,825

2,300
21,500
1,000
300
300
3,600
3,150
2,000
500
200
0
19,625
600
0
0
\$55,075

In-kind      \$ 26,250.00



July 31, 2013

City of Casper  
Office of the Mayor  
200 North David Street  
Casper, Wyoming 82601

Dear Mayor Schlager and Casper City Council:

Thank you for the opportunity to apply for Casper Community Promotions Funding – FY 2014. Casper's ongoing support is a key part of the successes our athletes experience during the Special Olympics Wyoming Fall Tournament.

As an organization we are seeking both in-kind donations and cash funding for our annual Fall Tournament to be held in Casper October 2014. Our request includes donated goods and to offset costs for the use of the North Casper Soccer Complex, the Platte River Parkway and the Casper Events Center. For cash funding our request will help reduce overall costs to participants during the event. All donations and funding received will be utilized in the Casper area through local businesses and will be utilized exclusively for the Fall Tournament in Casper.

The Special Olympics Wyoming Fall Tournament contributes to Casper's economy, improves the quality of life for residents, and supports an organization that positively represents Casper on a statewide scale. The economic impact through visitors arriving from over 50 Wyoming communities will be felt through retail, housing and entertainment businesses in the city. Residents have the opportunity to volunteer at the tournament and make a difference in a fellow Wyomingite's life. Special Olympics Wyoming athletes, friends and families from around the state will enjoy time in Casper and then help to promote all that Casper offers as they return home.

Special Olympics Wyoming believes that this event creates the opportunity for a winning partnership with the City of Casper. Special Olympics Wyoming respectfully requests In-kind funding and cash funds in the amount of \$ 7,800 for the 2014 Special Olympics Wyoming Fall Tournament. Please see the enclosed for more detailed information.

Sincerely,

A handwritten signature in black ink, appearing to be 'CJ Ryan', written over a horizontal line.

Christopher J. Ryan  
Vice President of Development

enc

**Special Olympics Wyoming**  
232 East 2nd St., Ste. 201, Casper, Wyoming 82601,  
Tel + 307 235 3062, 800 735 8345 Fax + 307 235 3063  
Email [info@specialolympicswy.org](mailto:info@specialolympicswy.org) Twitter@SpecOlymWY  
[www.specialolympicswy.org](http://www.specialolympicswy.org) Facebook [www.facebook.com/specialolympicswyoming](http://www.facebook.com/specialolympicswyoming)

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on **August 2, 2013**.

Name of Sponsoring Organization:

Special Olympics Wyoming

Name of Program or Event:

Jachalope Jump



## Contact Information

Contact Person: Chris Ryan Phone Number: 235-3062 Date: 7/31/13

Address: 222 E 2nd St. Suite 201 Casper WY 82601

Email: crayan@specialolympicswy.org

Is this organization a Non-Profit Organization?  Yes or  No

If so, what is your tax exempt EIN number? 23-7418345

## Event / Program Description

Please attach a one page, TYPED description of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

see attached sheet

## Event Changes:

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)

Continuing event

**Dates**

On what date(s) will this event be held? TBD - weekend in February

Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

**Anticipated Attendance and Public Participation**

A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? 165

How many people do you expect to attend this event as **Spectators**? 100

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

**Support Requested**

<b>Cash</b>	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p><b>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</b></p>
Amount: \$	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):
Date Cash Needed: __ / __ /20__	

<b>In-Kind Staffing and Services</b>	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p><b>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</b></p>				
	<p><i>Services that are typically requested:</i></p> <p>Security (Police)    EMT's    Ski Lift Tickets    Golf Passes    Traffic Control                  Trash Service (cans/dumpsters)    Use and Delivery of Tables/Chairs                  Baseball Field Preps    Museum Passes    Pool Passes    Litter Control/Cleanup</p>				
Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1. <u>Livelihoods</u>	<u>Security</u>	<u>Aquatics Center</u>	<u>TBD Feb</u>	<u>TBD</u>	<u>TBD</u>
2.					
3.					
4.					

<b>Facilities</b>	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p>
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*If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224.*

**Please be Aware** that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.

Facilities that are typically requested:

Casper Events Center      Aquatics Center      City pools      Ice Arena  
 Fort Caspar      City Hall      Recreation Center      Sports fields      City Parks

Please list the facility you require:	Purpose	Date	Start Time	End Time
1. Aquatics Center	Triathlon Jump held outside Aquatics Center & participants use pool & hot tub to warm up.	TBD Feb	TBD	TBD
2.				
3.				
4.				

### Budget Summary

Anticipated Funding Sources for this program or event. Do not list any anticipated funding from the City of Casper.	
Entry Fees	\$
Sponsorships (indicate from whom and whether the sponsorship is <b>committed funds</b> or <b>to be requested</b> ).	
1.	\$
2.	\$
3.	\$
4.	\$
Donations (list from whom and whether the donation is <b>committed</b> or <b>to be requested</b> ):	
1. Fundraising event (to be requested)	\$ 2,000
2.	\$
3.	\$
4.	\$
Applicant Funds :	\$
Other Funds (please list source(s)):	
1.	\$
2.	\$
3.	\$
4.	\$
<b>Total Funding:</b>	<b>\$</b>

Anticipated Expenses for this program or event (please be as specific as you can).	
1. Facilities	\$ 150
2. Banners	\$ 100

If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224.

3. Posture	\$	15
4. Giveaways / T-shirts / Towels / Plaques	\$	900
5. Program Posters	\$	60
6. Meals	\$	250
7. Administration	\$	300
8.	\$	
9.	\$	
10.	\$	
Total Expenses:		\$ 1775

Total Revenue minus Total Expenses: profit (loss):		\$ 19525
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### Past Year's Budget

Please attach a program budget from the last time you held this event, if available.

**Purpose:**

The Jackalope Jump is an opportunity to raise funds at the local level for equipment, uniforms, travel, housing, and to support the state wide organization. The Jackalope Jump is very simple: Participants fundraise to jump into a very cold body of water. Individuals and teams, alongside athletes and community members, experience heartwarming and bone chilling extremes as they take the plunge into the icy waters in the height of winter! This fundraiser is a family-friendly, community event bringing together local residents, friends from neighboring towns, as well as brave individuals of all ages representing caring companies, civic organizations, local schools and law enforcement. Jackalope Jumps are open to the public, and all spectators are encouraged to come out to cheer on the brave jumpers. All proceeds benefit Special Olympics Wyoming programs.

**Description of event:**

Participants will need to register before the actual event starts. Registration is an easy process where the jumper will turn in any money he or she has fundraised. At registration the jumper will receive their Jumper Shirt, as well as any other prizes they have earned. Once everyone has registered all participants will head out to the back patio of the Casper Aquatics Center and line up to jump into a pool full of freezing water. Jumpers will either jump individually or with their teammates and after they are done they will head inside to warm up. Once everyone has jumped there is an after party with food, drinks and prizes. The Casper Aquatics center then allows all participants stay at the pool for a half day.

**How is the Jackalope Jump unique?**

There are few fundraisers in the Casper community that provide the level of excitement that the Jackalope Jump does. Over 160 Special Olympics Wyoming athletes directly benefit from this fundraiser. What makes this special or unique is that it is one of the few times that athletes are able to fundraise themselves. The pride that the athletes show in their fundraising efforts is something that is not found at many fundraising events here in the Casper Community. It is also different from many fundraisers because participants are not just asked to raise funds, they are also asked to participate in the actual event. Instead of just writing a check donors get to be a part of the event. They are able to meet many of the athletes that they spent weeks fundraising for.

## Special Olympics Wyoming ~ Casper Jackalope Jump Budget -2014

	2013	2014
<b>INCOME</b>	<b>Total</b>	<b>Total</b>
Donations	18,656.81	21,000.00
Foundations/Grants	75	75
<b>TOTAL</b>	<b>\$18,732</b>	<b>\$21,075</b>
<b>EXPENSE</b>		
Banners	90	100
Facility Rental	150	150
Postage	15	15
Give Aways/T-shirts/Towels	730	800
Placks	75	100
Refreshments/Soda	250	250
Program/Posters	60	60
Administration	300	300
<b>Total</b>	<b>\$1,670</b>	<b>\$1,775</b>
In-kind	\$ 75.00	



July 24, 2013

City of Casper  
Office of the Mayor  
200 North David Street  
Casper, Wyoming 82601

Dear Mayor Schlager and Casper City Council:

Thank you for the opportunity to apply for Casper Community Promotions Funding – FY 2014. Casper's ongoing support is a key part of the successes our athletes experience during all of the Special Olympics Wyoming events throughout the year.

As an organization we are seeking an in-kind donation for our Jackalope Jump Fundraising Event to be held in Casper in February 2014. Our request includes donated services to offset costs for the use of the Aquatics Center. All donations and funding received will be utilized in the Casper area through local businesses and will be utilized exclusively for the Casper Program.

The Special Olympics Wyoming Jackalope Jump contributes to Casper's economy, improves the quality of life for residents, and supports an organization that positively represents Casper on a statewide scale. The economic impact through visitors arriving from several Wyoming communities will be felt through retail, housing and entertainment businesses in the city. Residents have the opportunity to volunteer at the Jump and make a difference in a fellow Wyomingite's life.

Special Olympics Wyoming believes that this event creates the opportunity for a winning partnership with the City of Casper. Please see the enclosed for more detailed information.

Sincerely,

Christopher J. Ryan  
Vice President of Development

enc

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on August 2, 2013.

Name of Sponsoring Organization:

Special Olympics Wyoming

Name of Program or Event:

G. Michael Perry Softball Team



## Contact Information

Contact Person: Chris Ryan Phone Number: 235-3062 Date: 7/24/13

Address: 232 E 2nd St. Suite 201 Casper, WY 82601

Email: crayan@specialolympicswy.org

Is this organization a Non-Profit Organization?  Yes or  No

If so, what is your tax exempt EIN number? 23-7418345

## Event / Program Description

Please attach a one page, TYPED description of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

See attached sheet.

## Event Changes:

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)

Continuing event that averages 8-10% growth per year for the last 4 years.

**Dates**

On what date(s) will this event be held? Mid September - Dates TBD

Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

**Anticipated Attendance and Public Participation**

A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? 100+

How many people do you expect to attend this event as **Spectators**? 20-30 Families

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

**Support Requested**

<b>Cash</b>	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p><b>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</b></p>
Amount: <u>\$ 450</u>	<p>To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):</p> <p><u>This will help cover the cost of lunch for participants</u></p>
Date Cash Needed: <u>9/15/2014</u>	

<b>In-Kind Staffing and Services</b>	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p><b>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</b></p>				
	<p><i>Services that are typically requested:</i></p> <p>Security (Police)    EMT's    Ski Lift Tickets    Golf Passes    Traffic Control                  Trash Service (cans/dumpsters)    Use and Delivery of Tables/Chairs                  Baseball Field Preps    Museum Passes    Pool Passes    Litter Control/Cleanup</p>				
Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1.					
2.					
3.					
4.					

<b>Facilities</b>	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p>
-------------------	--

*If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224.*

<p><b>Please be Aware</b> that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</p>					
<p>Facilities that are typically requested:</p> <p style="text-align: center;">Casper Events Center      Aquatics Center      City pools      Ice Arena  Fort Caspar      City Hall      Recreation Center      Sports fields      City Parks</p>					
Please list the facility you require:		Purpose	Date	Start Time	End Time
1. North Caspar Softball Complex		We typically use 3 softball fields all day on a Saturday for the tournament	TBD	8:30 am	4:30 pm
2.					
3.					
4.					

### Budget Summary

Anticipated Funding Sources for this program or event. Do not list any anticipated funding from the City of Casper.	See attached sheet for detail
Entry Fees	\$ 0
Sponsorships (indicate from whom and whether the sponsorship is <b>committed funds</b> or <b>to be requested</b> ).	
1. Misc. Sponsorships (to be requested)	\$ 1500
2.	\$
3.	\$
4.	\$
Donations (list from whom and whether the donation is <b>committed</b> or <b>to be requested</b> ):	
1.	\$
2.	\$
3.	\$
4.	\$
Applicant Funds :	\$
Other Funds (please list source(s)):	
1. Merchandise	\$ 50
2.	\$
3.	\$
4.	\$
<b>Total Funding:</b>	<b>\$ 1550</b>

Anticipated Expenses for this program or event (please be as specific as you can).	see attached sheet for detail
1.	\$
2.	\$

If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224.

3.		\$
4.		\$
5.		\$
6.		\$
7.		\$
8.		\$
9.		\$
10.		\$
Total Expenses:		\$ 3,165

Total Revenue minus Total Expenses: profit (loss):		\$ (\$1615)
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**Past Year's Budget**

Please attach a program budget from the last time you held this event, if available.

*Note: Any budget shortfalls will use general operating funds*

## Special Olympics Wyoming 2014 G. Michael Perry Softball Tournament

**Brief Description:** Annually, Special Olympics Wyoming offers five state wide events to more than 1,300 children and adults with intellectual disabilities. The smallest of these events is the G. Michael Perry Softball Tournament held annually in Casper since 2002. The 2012 Tournament hosted competition in 3 categories (traditional softball, Unified softball, and softball skills) and had 100+ participants and 15 coaches from throughout the state. Participants, coaches and families spent one to two days in Casper for competition. The organization has experienced a small but steady growth in participation and anticipates more than 90+ participants and coaches for the 2013 event scheduled for September 14th. Our continued success and growth indicate that we will see a similar increase in 2014.

**Benefits to Casper Area:** More than 85 out of town competitors and coaches participated in the 2012 G. Michael Perry Softball Tournament. They stayed in hotels throughout the community and took advantage of the many services Casper has to offer. The G. Michael Perry Softball Tournament provides meaningful volunteer opportunities for approximately 10 individuals locally and a chance to observe some great competition. Media outlets in Casper have been extremely supportive and this provides the opportunity for some positive state-wide media coverage.

Special Olympics Wyoming recognizes that the continued statewide growth of the program has a direct impact on the G. Michael Perry Softball Tournament. As an organization, we are thrilled with our growth and are working aggressively to reach out to the service community in Casper to support this event. We see involvement from these organizations as a critical component to provide a quality experience to all involved.

**History:** The G. Michael Perry Memorial Softball Tournament was started in conjunction with the Perry family in 2002 as a way to help Memorialize G. Michael Perry after his passing. G. Michael was instrumental in his ongoing support of Special Olympics Wyoming. His daughter, Allison, has served as our part-time receptionist for over 8 years and has competed as an athlete for over 13 years.

The event has grown steadily from 3 teams to over 9 teams from throughout the state. We continue to generate new interest from programs across the state and expect significant growth in the near future.

**Budget:** The 2014 budget for the G. Michael Perry Softball Tournament totals \$3165 . The event is run primarily by volunteers. Special Olympics Wyoming employs a small professional staff to guide the organization and provide support to volunteers throughout the state. A portion of costs budgeted for the G. Michael Perry Softball Tournament is allocated to feed athletes, coaches, and volunteers. Participants attending the 2014 G. Michael Perry Softball Tournament will be provided with a lunch. Additional costs include awards, recognition, and supplies.

## Special Olympics Wyoming ~ G. Michael Perry Softball Two Year Budget 2013-2014

	2013	2014
<b>INCOME</b>	<b>Total</b>	<b>Total</b>
Merchandise	100	50
Donations	1500	1500
Special Olympics Wyoming	1,200	1,615
Assessments	0	0
<b>TOTAL</b>	<b>\$2,800</b>	<b>\$3,165</b>
<b>EXPENSE</b>		
Administration	1,300	1,300
Salaries		
Supplies	25	25
ID Supplies		
Equipment	25	50
Sports/Equipment/Services		
Facility Rental	90	100
Facilities/Electricity		
Athlete Awards	350	380
Athlete Recognition	450	550
Give Aways/T-shirts/Vests		
Volunteer Recognition	110	110
Games Management Team		
Food/Meals	450	650
Participants		
Printing & Photography	0	0
Program		
<b>Total</b>	<b>\$2,800</b>	<b>\$3,165</b>



July 24, 2013

City of Casper  
Office of the Mayor  
200 North David Street  
Casper, Wyoming 82601

Dear Mayor Schlager and Casper City Council:

Thank you for the opportunity to apply for Casper Community Promotions Funding – FY 2014. Casper's ongoing support is a key part of the successes our athletes experience during the Special Olympics Wyoming G. Michael Perry Memorial Softball Tournament.

As an organization we are seeking both in-kind donations and cash funding for our annual G. Michael Perry Memorial Softball Tournament in Casper September 2014. Our request includes donated goods and to offset costs for the use of the North Casper Softball Fields. For cash funding our request will help reduce overall costs to participants during the event. All donations and funding received will be utilized in the Casper area through local businesses and will be utilized exclusively for the G. Michael Perry Memorial Softball Tournament in Casper.

The Special Olympics Wyoming G. Michael Perry Memorial Softball Tournament contributes to Casper's economy, improves the quality of life for residents, and supports an organization that positively represents Casper on a statewide scale. The economic impact through visitors arriving from over 10 Wyoming communities will be felt through retail, housing and entertainment businesses in the city. Residents have the opportunity to volunteer at the tournament and make a difference in a fellow Wyomingite's life. Special Olympics Wyoming athletes, friends and families from around the state will enjoy time in Casper and then help to promote all that Casper offers as they return home.

Special Olympics Wyoming believes that this event creates the opportunity for a winning partnership with the City of Casper. Special Olympics Wyoming respectfully requests In-kind funding and cash funds in the amount of \$400 for the 2013 Special Olympics Wyoming Fall Tournament. Please see the enclosed for more detailed information.

Sincerely,

Christopher J. Ryan  
Vice President of Development

enc

**Special Olympics Wyoming**  
232 East 2nd St., Ste. 201, Casper, Wyoming 82601,  
Tel + 307 235 3062, 800 735 8345 Fax + 307 235 3063  
Email [info@specialolympicswy.org](mailto:info@specialolympicswy.org) Twitter@SpecOlymWY  
[www.specialolympicswy.org](http://www.specialolympicswy.org) Facebook [www.facebook.com/specialolympicswyoming](http://www.facebook.com/specialolympicswyoming)

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on August 2, 2013.

Name of Sponsoring Organization:  
Stage III Community Theatre

Name of Program or Event:  
Middle Platte Renaissance  
Festival



## Contact Information

Contact Person: Susan Taylor Phone Number: 307-245-8838 Date: 31 July 2013

Address: 900 N Center Casper WY

Email: stage3@wyoming.com

Is this organization a Non-Profit Organization?  Yes or  No

If so, what is your tax exempt EIN number? 74-245354

## Event / Program Description

Please attach a one page, TYPED description of the event or program that you are asking us to support. Please be as detailed as possible. When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. You may attach up to two pages of supporting material (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. Please do not include anything other than 8 1/2" by 11" paper. Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? Please be specific and detailed. (Please write in your answer below, and attach another (1) sheet if necessary.)

Any funds allocated will be used to advertise the 2014 Middle Platte Renaissance Festival throughout the central Wyoming region to entice people to attend + help pay to bring in the jousting troupe which is our major expense but also the biggest draw. Out of town attendees will use local accommodations + merchants for their fuel + meals.

## Event Changes:

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)

We are looking to bring in more entertainment for 2014 in addition to the jousters + living history re-enactors

If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224, or email [fremel@cityofcasperwy.com](mailto:fremel@cityofcasperwy.com).

**Dates**

On what date(s) will this event be held? August 8-10, 2014 tentatively

Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

**Anticipated Attendance and Public Participation**

A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? 150

How many people do you expect to attend this event as **Spectators**? 1500

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

**Support Requested**

<b>Cash</b>	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p><b>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</b></p>				
Amount:	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):				
Date Cash Needed:	We will produce 450 small postcard size flyers that will be distributed throughout the region, 100 posters to be placed throughout the state and at least 2 bill boards with a couple more hopefully outside Casper + bring in the jousting troupe + living history re-enactors				
<b>In-Kind Staffing and Services</b>	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p><b>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</b></p>				
	<p><i>Services that are typically requested:</i></p> <p>Security (Police)    EMT's    Ski Lift Tickets    Golf Passes    Traffic Control                  Trash Service (cans/dumpsters)    Use and Delivery of Tables/Chairs                  Baseball Field Preps    Museum Passes    Pool Passes    Litter Control/Cleanup</p>				
Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1.					
2.					
3.					
4.					

If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224, or email [ftremel@cityofcasperwy.com](mailto:ftremel@cityofcasperwy.com).

<b>Facilities</b>	<p>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</p> <p><b>Please be Aware</b> that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</p>			
	<p>Facilities that are typically requested:</p> <p style="text-align: center;">Casper Events Center      Aquatics Center      City pools      Ice Arena  Fort Caspar      City Hall      Recreation Center      Sports fields      City Parks</p>			
Please list the facility you require:	Purpose	Date	Start Time	End Time
1.				
2.				
3.				
4.				

### Budget Summary

<b>Anticipated Funding Sources</b> for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>		
Entry Fees		\$ 15000-
<b>Sponsorships</b> (indicate from whom and whether the sponsorship is <b>committed funds</b> or <b>to be requested</b> ).		
1. Wyoming Arts Council	to be requested	\$ 2500-
2. McMurry Foundation	✓	\$ 2000-
3. Various businesses	✓	\$ 1500-
4.		\$
<b>Donations</b> (list from whom and whether the donation is <b>committed</b> or <b>to be requested</b> ):		
1. Various businesses	to be requested	\$ 3000-
2.		\$
3.		\$
4.		\$
<b>Applicant Funds :</b>		\$
<b>Other Funds</b> (please list source(s)):		
1. Vendors		\$ 2500-
2. Program advertising		\$ 1000-
3. Souvenir + shirt sales		\$ 700-
4. Beer sales		\$ 3000-
<b>Total Funding:</b>		\$ 31,200-

depends on 2013 Ren Faire profits

<b>Anticipated Expenses</b> for this program or event (please be as specific as you can).	
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If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224, or email [ftremel@cityofcasperwy.com](mailto:ftremel@cityofcasperwy.com).

1. Jousting Troupe/entertainment	\$	10000-
2. Living History group	\$	1500-
3. Facility Rent.	\$	3000-
4. Shirts/souvenirs	\$	6000-
5. Programs/posters/mailers/handouts	\$	2000-
6. Storage rental	\$	1020-
7. Insurance + permits	\$	1000-
8. Supplies/costuming/crafts	\$	1000-
9. Bill boards	\$	750-
10. Sanitation Stations	\$	500-
	<b>Total Expenses:</b>	\$
	<b>Total Revenue minus Total Expenses: profit (loss):</b>	\$
		26.770-

**Past Year's Budget**

Please attach a program budget from the last time you held this event, if available.

# MIDDLE PLATTE RENAISSANCE FAIRE 2013 BUDGET

JOUSTERS	\$ 7,000.00
RENAISSANCE SCOTS LIVING HISTORY ASSOC	\$ 1,250.00
LONGBOWMANS TAVERN PERMIT	\$ 150.00
MUGS	\$ 950.00
T-SHIRTS	\$ 5,040.00
ROOMS FOR JOUSTERS & REN SCOTS	\$ 2,380.00
ADVERTISING - 2 BILLBOARDS	\$ 300.00
POSTERS	\$ 150.00
PROGRAMS	\$ 1,000.00
FAIRGROUNDS RENTAL	\$ 2,840.00
LIABILITY INSURANCE	\$ 750.00
SOUVENIRS	\$ 200.00
HEADPIECES & BANNERS	\$ 50.00
PROPS/COSTUMES/FABRIC	\$ 200.00
STORAGE SHED RENTAL	\$ 1,020.00
TOTAL EXPENSES	\$ 23,280.00
INCOME	
ADMISSIONS	\$ 14,000.00
T-SHIRTS	\$ 5,400.00
TABARDS & HEADPIECES	\$ 200.00
VENDORS	\$ 2,200.00
DONATIONS	\$ 300.00
ADVERTISING	\$ 875.00
WAC GRANT	\$ 2,000.00
TOTAL INCOME	\$ 24,975.00
PROFIT (LOSS)	\$ 1,695.00

Stage III Community Theatre is planning on hosting our 4<sup>th</sup> renaissance festival in August 2014. The first one was in 2010 at BearTrap Meadow, then in 2012 & 2013 it was held in Casper at the fairgrounds. We plan on using the fairgrounds again in 2014 as it has the best facilities for the jousting competition to protect our spectators and the performers.

We have grown in size and offerings each year and plan to increase the number of entertainers in 2014 as we want to add variety & interest for the attendees. We will bring in a jousting troupe again as that has been a real draw and our audience has enjoyed the performances. The Renaissance Scots Living History group was an added feature in 2013 and we will be inviting them again in 2014 and would also like to encourage other groups from around the state, including the Scottish Highlanders in Gillette, to come and join us. The more we have to offer, the more people will be attracted to come and participate!

In 2013, we have people coming from Tennessee, Utah, Kansas, Colorado & Oklahoma to be vendors and participants and look forward to continuing to increase in size each year to eventually become a major destination draw for the city of Casper in the summertime!

Stage III looks forward to producing this event to encourage people to use or develop their acting skills, while portraying the renaissance characters, and build excitement about the theatrical opportunities that are available year round in Casper. We encourage attendees to come in costume and hope they will find a love of "pretending" that would continue to build the theatre's member base throughout the coming years.

Participants have been asked to dress, act & talk like the people in renaissance times to help build the ambiance on the "faire" grounds. Everyone can watch the many demonstrations of life in times of old and we will have hands-on activities and games for people of all ages & abilities. Vendors will have various wares for sale and food will be abundant.

We are encouraging attendance from the local assisted living facilities by offering a discounted entrance fee to groups of 20 or more and we recruited the Boys & Girls Club members to help work on our "castle walls" to build interest in the theatre in Casper's younger population, as well.

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on **August 2, 2013**.

Name of Sponsoring Organization:

Troopers Drum & Bugle Corps

Name of Program or Event:

Troopers Dodgeball Tournament



## Contact Information

Contact Person: Pam Walker Phone Number: 307-277-5093 Date: August 1, 2013

Address: 1801 East E Street, Casper, WY 82601

Email: p.walker@troopersdrumcorps.org

Is this organization a Non-Profit Organization?  Yes or  No

If so, what is your tax exempt EIN number? 93-0201222

## Event/ Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another {1} sheet if necessary.)

*The Troopers Staff will work diligently to advertise the event throughout Wyoming. We hope to make this an annual fundraiser for the Troopers and re-introduce adults, young and old, to the game. Teams coming into town will stay at local hotels, eat at local restaurants and shop throughout the community in addition to purchasing gas and supplies.*

## Event Changes:

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)  
*This is a new fundraiser for the Troopers so there is no history.*

## Dates

On what date(s) will this event be held? The second weekend in February pending space availability.

Will Casper be the regular home for this event?  Yes  No, its home is:

## Anticipated Attendance and Public Participation

A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? 160

How many people do you expect to attend this event as **Spectators**? 500

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

## Support Requested

<b>Cash</b>	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p><b>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</b></p>				
Amount: <b>\$1,000</b>	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):				
Date Cash Needed: 12/15/2014	We will use the funds to design and print 750 to 1,000 11 x 17" color posters that will be distributed throughout the state. We have Bingo Players who will help distribute them.				
<b>In-Kind Staffing and Services</b>	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p><b>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</b></p> <p><i>Services that are typically requested:</i></p> <p>Security (Police)    EMT's    Ski Lift Tickets    Golf Passes    Traffic Control          Trash Service (cans/dumpsters)    Use and Delivery of Tables/Chairs          Baseball Field Preps    Museum Passes    Pool Passes    Litter Control/Cleanup</p>				
Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1.					
2.					
3.					
4.					

<b>Facilities</b>	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p> <p><i>Please be Aware that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below. but the city cannot waive the rent entirely.</i></p>			
	<p><i>Facilities that are typically requested:</i></p> <p style="text-align: center;">Casper Events Center      Aquatics Center      City pools      Ice Arena  Fort Caspar      City Hall      Recreation Center      Sports fields      City Parks</p>			
Please list the facility you require:	Purpose	Date	Start Time	End Time
1. Casper Rec Center Basketball Court	To host the tournament in case the high schools are not available. The date is flexible depending on availability.	Feb. 8, 2014	9 a.m.	5 p.m.
2.				
3.				
4.				

### Budget Summary

Anticipated Funding Sources for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>	
Entry Fees	\$4,000.00
Sponsorships (indicate from whom and whether the sponsorship is committed funds or to be requested).	
1. The McMurry Foundation (to be requested)	\$5,000.00
2. Mountain View Regional Clinic (to be requested)	\$5,000.00
3. Monterastelli Insurance (to be requested)	\$1,000.00
4. First Interstate Bank (to be requested)	\$ 1,000.00
Donations (list from whom and whether the donation is committed or to be requested):	
1. Mountain States Litho Discount on printing (to be requested)	\$100.00
2. Natrona County High School (stop watches) (to be requested)	\$ 60.00
3. Area schools (dodgeballs) (to be requested)	\$ 400.00
4.	\$
Applicant Funds: (personnel and operating costs)	\$1,000.00
Other Funds (please list source(s)):	
1. Spectator fees 500/@ \$25.00	\$5,000.00
2. CACVB Grant	\$ 5,000.00
3. Broadcast Advertising (in kind)	\$ 10,000.00
4. Local newspaper	\$ 5,000.00
<b>Total Funding</b>	<b>\$42,560.00</b>
Anticipated Expenses for this program or event (please be a specific as you can).	

*If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224, or email firemel@ci.civofcasper.wy.com.*

1. Newspaper Advertising (statewide)	\$ 5,000.00
2. Posters (500)	\$ 1,000.00
3. Facility Rental	\$ 1,000.00
4. Awards	\$ 500.00
5. Radio Advertising	\$ 5,000.00
6. TV Advertising	\$ 5,000.00
7. Supplies	\$ 1,000.00
8.	s
9.	\$
10.	s
TOTAL EXPENSES	\$ 18,500
TOTAL REVENUE minus TOTAL EXPENSES (loss):	\$24,060.00

## Troopers 2014 Dodgeball Tournament

The Troopers Drum & Bugle Corps is a world-class drum corps based in Casper, Wyoming, that enables students to enhance their musical skills while building self-discipline, character and education during the summer months. Wyoming is one of only 13 states in the nation to host one of these corps. In fact, Casper, Wyoming is practically the birthplace of modern day drums corps thanks to the foresight and dedication of Casper contractor Jim Jones, who formed the Troopers in 1957.

Once a local youth activity, drum corps has gained international fame and attracts students from all across the world. These corps represent an economic development mechanism to communities as they attract students from across the world who strive to join their ranks. Oftentimes with the added benefit of hosting a show, corps can bring in larger cash infusions through visitors who spend the night, eat and buy gas and supplies within the community.

Students who participate in drum corps are expected to endure 12-hour practices, seven days a week for a solid month. Then they travel non-stop for 10-weeks continuing to practice, perform and then sleep on buses as they move through the competitive touring circuit. Students who make it through the summer are physically fit, more self-reliant and learn vital skills that help them succeed in today's world. With the Troopers, the emphasis is on producing well-rounded and productive citizens through their core values of Honor, Loyalty and Dedication rather than being one of top-rated corps.

The Troopers have developed a full-year of fundraisers aimed to help offset their \$1,000,000 budget that is spent on transporting, feeding, equipping with musical instruments and providing uniforms for 150 members. With the impending Wyoming State Lottery, we anticipate a deep drop in Bingo revenue, a long-time contributor to the Troopers bottom line. Regulations already impact the amount we are able to put back into the organization with a 65% pay out to customers. To offset this expected dip with the start of the statewide lottery, we hope to hold four fundraisers in 2014 starting with a Dodgeball Tournament in the first quarter, followed by a golf tournament in the late Spring, a show during the summer, followed by the traditional Carousel House during the holiday season. Unfortunately, construction at both high schools is forcing the Casper-based show – Drums Along the Rockies - to move temporarily to Cheyenne for the next several years.

With the dodgeball tournament, we hope to bring in teams from all across the state and make this THE dodgeball tournament to participate in each year. Our goal is to attract 16 teams the first year and then double that number the second year. Our small, but highly organized staff, is deeply customer-service driven and we have a strong volunteer base upon which to draw. We believe, with the right community support, we can make our tournament a draw for teams in Wyoming and perhaps across the region. In addition, every dollar we make will help offset the \$1,000,000 budget that keeps students marching for the Wyoming brand.

We thank you for the opportunity to submit this grant and eagerly look forward to any help you can provide with this event.

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on August 2, 2013.

Name of Sponsoring Organization:

Wyoming Fiddlers' Assn. Dist. #4

Name of Program or Event:

Rocky Mountain Regional  
Fiddle Championships, Music  
Festival and Artisans' Fair



## Contact Information

Contact Person: Ann Robinson Phone Number: 266-6347 Date: 8/01/13

Address: 1923 N. Grass Creek Rd, Casper, WY 82604

Email: agrobinson@bresnan.net

Is this organization a Non-Profit Organization?  Yes or  No

If so, what is your tax exempt EIN number? 74-2034563

## Event / Program Description

Please attach a one page, TYPED description of the event or program that you are asking us to support. Please be as detailed as possible. When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. You may attach up to two pages of supporting material (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? Please be specific and detailed. (Please write in your answer below, and attach another (1) sheet if necessary.)

We mail event packets to approximately 450 people. We also hand deliver event packets to many other events around Wyoming and around the country, including the National Oldtime Fiddlers' Contest in Weiser, Idaho. We usually draw people to Casper from 7 or 8 states. They stay in local motels, eat in local restaurants, buy gasoline and shop at local businesses.

Because this is a nationally certified event, it draws high quality talent, including national champions. Our event has a very good reputation for hiring excellent judges, for making participants and spectators feel welcome, and for being a lot of fun. We have participants and spectators who come back year after year. (Continued on attached page - "Community Promotion Guidelines")

## Event Changes:

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)

This is the 23<sup>rd</sup> consecutive year for this event in Casper. The major change we are making in 2014 is to change from an Arts & Crafts Show & Sale to educational demonstrations of various arts and crafts in an effort to spark the interests of future artists and craftsmen in a variety of arts and crafts.

If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224.

### **Community Promotion Guidelines (continued)**

The event improves the quality of life for residents of Casper, giving them an opportunity to attend a fun, wholesome, family event with no concern about the cost. It especially benefits residents of local nursing homes, assisted living facilities and senior housing, giving them an opportunity to hear the music they love performed by some of the best fiddlers and other musicians in the country in a facility that is handicap accessible.

The event is definitely not a fundraiser as you can see in the budget. Wyoming Fiddlers' Association District #4 contributes a substantial amount of money from our treasury to the expenses involved in presenting this event.

**ROCKY MOUNTAIN REGIONAL FIDDLE CHAMPIONSHIPS & MUSIC FESTIVAL and ARTS & CRAFTS SHOW & SALE**  
**Wyoming Fiddlers' Association District #4**

The 24<sup>th</sup> Annual Rocky Mountain Regional Fiddle Championships & Music Festival and Artisans' Fair will be held in Casper on Aug. 15-17, 2014. The purpose of this event has five elements: (1) to perpetuate the art of oldtime fiddle music and traditional acoustic music, (2) to provide affordable, wholesome, family entertainment for people in our community and region; (3) to provide access to the arts to underserved segments of our community and region, i.e. people with disabilities, people living in nursing homes and assisted living facilities, and people with low incomes; (4) to provide a venue where musicians of all ages and abilities can perform and compete with their peers, have the opportunity to receive recognition for their musical achievements, and give the top competitors in the fiddle categories to compete as certified champions in the national competition; (5) to provide a venue where artisans can demonstrate their crafts to the public in order to spark interest in perpetuating their particular arts and crafts. This is how we meet these purposes:

- (1) For centuries, fiddle contests, jam sessions and music festivals have provided a forum where beginning musicians learn from more experienced ones, and where fiddlers of all levels of ability learn songs and variations from others. Many musicians do not read music, and learn by listening to others play. Even those who read music learn variations from others.
- (2) We provide free admission so everyone in the community, regardless of ability to pay has access to exposure to the arts. We require that the music performed has traditional roots and that the instruments are acoustic.
- (3) We encourage local nursing homes, assisted living facilities and senior housing complexes to bring their residents who love the old-time music and don't often have opportunities for exposure to the arts. We make sure that all areas of the event are handicap accessible.
- (4) We provide competition categories for specific age groups in the fiddle categories from Small Fry (8 years of age and under) to Senior-Senior (70 years of age and older). We have youth and adult categories for guitar and variety instruments, and have youth and novice fiddle divisions for inexperienced beginners. Musicians compete for titles, trophies, cash awards, and national certification.
- (5) We will, for the first time, provide a venue for artisans and craftsmen to demonstrate their work to spark interest in perpetuating their particular genre. We are planning to have booths featuring people who engage in wood carving, woodsmithing, quilting, lapidary, painting, sewing, crocheting, knitting, making jewelry, bladesmithing, fly tying, fiber art, reuse crafting, or any other art or craft who might promote interest in others to perpetuate that art or craft.

Festivities kick off on Friday evening with an informal jam session, open to the public, which begins around 8 p.m. as musicians begin to congregate, giving musicians and fans a chance to renew or make new acquaintances.

The competition begins Saturday morning at 9 a.m. and runs throughout the day. On Saturday evening, Wyoming Fiddlers' Association District #4 performs, followed by the Grand Championship Fiddle competition and a performance by the judges. The Artisan's Fair begins at 9 a.m. also and runs throughout the day.

On Sunday morning music workshops are presented by highly qualified instructors.

Certified fiddle champions from the Rocky Mountain Regional Fiddle Championships & Music Festival are recognized each time they appear on stage at the National Oldtime Fiddlers' Contest held in Weiser, Idaho in June each year. The announcer mentions Casper, Wyoming each time one of our certified champions appears on stage. Their photographs are also permanently displayed in the National Oldtime Fiddlers' Hall of Fame. Seven of our 8 champions who competed in 2012 participated in the 2013 national competition with six of them placing in the top 10.

**Dates**

On what date(s) will this event be held? August 15-17, 2014

Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

**Anticipated Attendance and Public Participation**

A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? 90-100

How many people do you expect to attend this event as **Spectators**? 300-400

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

**Support Requested**

<b>Cash</b>	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p><b>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</b></p>
Amount: \$ <u>1,000</u>	<p>To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):</p> <p><u>Postage, printing, envelopes &amp; labels to mail &amp; distribute information packets; paper, printer ink, printing of programs, score sheets, tune sheets; advertising; office supplies.</u></p>
Date Cash Needed: <u>8/15/2014</u>	

<b>In-Kind Staffing and Services</b>	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p><b>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</b></p>
	<p><i>Services that are typically requested:</i></p> <p>Security (Police)    EMT's    Ski Lift Tickets    Golf Passes    Traffic Control          Trash Service (cans/dumpsters)    Use and Delivery of Tables/Chairs          Baseball Field Preps    Museum Passes    Pool Passes    Litter Control/Cleanup</p>

Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1. <u>none</u>					
2.					
3.					
4.					

<b>Facilities</b>	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p>
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*If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224.*

	<p><b>Please be Aware that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</b></p> <p><i>Facilities that are typically requested:</i></p> <p style="text-align: center;">             Casper Events Center      Aquatics Center      City pools      Ice Arena              Fort Caspar      City Hall      Recreation Center      Sports fields      City Parks           </p>			
Please list the facility you require:	Purpose	Date	Start Time	End Time
1. none				
2.				
3.				
4.				

### Budget Summary

<b>Anticipated Funding Sources</b> for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>		
Entry Fees		\$ 1,000
<b>Sponsorships</b> (indicate from whom and whether the sponsorship is <b>committed funds or (to be requested)</b> ).		
1. corporate/business sponsorships		\$ 2,000
2.		\$
3.		\$
4.		\$
<b>Donations</b> (list from whom and whether the donation is <b>committed or to be requested</b> ):		
1. private donations from individuals		\$ 1,000
2.		\$
3.		\$
4.		\$
Applicant Funds :		\$ 2,265
<b>Other Funds</b> (please list source(s)):		
1. Grant - Wyoming Arts Council - to be requested		\$ 2,000
2. t-shirt sales		\$ 1,000
3.		\$
4.		\$
	<b>Total Funding:</b>	<b>\$ 9,265</b>

<b>Anticipated Expenses</b> for this program or event (please be as specific as you can).		
1. Facility rent		\$ 1050
2. Sleeping rooms for judges, officemgr, soundtech		\$ 800

*If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224.*

3. mileage, meals, incidental per diem for	Judges office mgr sound Tech	\$ 2000
4. trophies & awards		\$ 3520
5. printing, postage, office supplies		\$ 800
6. advertising		\$ 700
7. t-shirts for resale		\$ 750
8. National certification		\$ 195
9. Liability insurance		\$ 450
10.		\$
Total Expenses:		\$ 10,265
Total Revenue minus Total Expenses: profit (loss):		\$ (1,000)

### Past Year's Budget

Please attach a program budget from the last time you held this event, if available.

**WYOMING FIDDLERS' ASSOCIATION DISTRICT #4**  
**ROCKY MOUNTAIN REGIONAL FIDDLE CHAMPIONSHIPS & MUSIC FESTIVAL**  
**and ARTS & CRAFTS SHOW & SALE**  
**AUGUST 17-19, 2012**  
**REVENUES & EXPENSES**

**Income**

Sponsorships	\$2,166.00
Personal Donations	\$ 600.00
Grants (City of Casper & Wyoming Arts Council)	\$3,111.11
T-shirt/bumper sticker sales	\$ 266.00
Arts & crafts booth & table fees	\$ 820.00
Entry fees	\$ 885.00
Soda, water & candy sales	\$ 173.50
<b>TOTAL INCOME</b>	<b>\$8,021.61</b>

**Expenses**

Facility Rental	\$ 600.00
Sound	\$ 400.00
Supplies	\$ 243.58
Postage, printing	\$ 506.43
National certification	\$ 195.00
T-shirts for resale	\$ 174.30
Sodas, water, candy for resale	\$ 112.26
Liability insurance	\$ 400.00
Sleeping rooms	\$ 467.56
Office staff per diem/mileage (2)	\$ 250.00
Judges per diem/mileage (3)	\$ 900.00
Contestant awards	\$ 2,835.00
Trophies	\$ 286.72
Advertising	\$ 620.50
<b>TOTAL EXPENSES</b>	<b>\$ 7,991.35</b>

# Community Promotions Application - FY 2014

Please use this application to request support for events and programs that will take place between November 1, 2013 and October 31, 2014. Applications are due in City Hall by 12:00 noon on August 2, 2013.

Name of Sponsoring Organization:

Wyoming Symphony Orchestra

Name of Program or Event:

2013-14 Concert Season



## Contact Information

Contact Person: Rachel Bailey Phone Number: 306-1478 Date: 7-31-13

Address: 225 S. David St, Ste. B, Casper, WY 82601

Email: rachel@wyomingsymphony.org

Is this organization a Non-Profit Organization?  Yes or  No

If so, what is your tax exempt EIN number? 83-6011424

## Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. Please be as detailed as possible. When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. You **may** attach up to two pages of supporting material (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

## Community Promotion Guidelines:

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? Please be specific and detailed. (Please write in your answer below, and attach another (1) sheet if necessary.)

The WSO is vital to Casper - supporting the tradition of arts through music, improving the quality of life for its citizens, contributing to youth development through music education, creating jobs for regional musicians, and helping with the development of the local economy as an attraction for new investors and residents. Music is what makes life worth living!

please see attachment for more!

## Event Changes:

If this is not a new program or event, how will it be different from last year? (Please write in your answer below.)

We have added a family concert which we hope to make accessible to all who would like to attend. - April 2014

**Dates**

On what date(s) will this event be held? Oct 5<sup>th</sup>, Dec 7<sup>th</sup>, Feb 8<sup>th</sup>, Mar 22<sup>nd</sup>, Apr. 12<sup>th</sup>, May 10  
 Will Casper be the regular home for this event?  Yes  No, its home is: \_\_\_\_\_

**Anticipated Attendance and Public Participation**

A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? 150

How many people do you expect to attend this event as **Spectators**? 2,000

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

**Support Requested**

<b>Cash</b>	<p><i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i></p> <p><b>Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.</b></p>
Amount: <u>\$2500</u>	<p>To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):</p> <p><u>These funds will help us with the costs associated with the promotion and production of 6 concerts this season</u></p>
Date Cash Needed: <u>05/01/2014</u>	

<b>In-Kind Staffing and Services</b>	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p><b>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</b></p>				
	<p><i>Services that are typically requested:</i></p> <p>Security (Police)    EMT's    Ski Lift Tickets    Golf Passes    Traffic Control                  Trash Service (cans/dumpsters)    Use and Delivery of Tables/Chairs                  Baseball Field Preps    Museum Passes    Pool Passes    Litter Control/Cleanup</p>				
Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1.					
2.					
3.					
4.					

<b>Facilities</b>	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p>
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*If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224.*

**Please be Aware** that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.

Facilities that are typically requested:

Casper Events Center      Aquatics Center      City pools      Ice Arena  
 Fort Caspar      City Hall      Recreation Center      Sports fields      City Parks

Please list the facility you require:	Purpose	Date	Start Time	End Time
1.				
2.				
3.				
4.				

### Budget Summary

Anticipated Funding Sources for this program or event. Do not list any anticipated funding from the City of Casper.	
Entry Fees - ticket sales	\$ 80,000
Sponsorships (indicate from whom and whether the sponsorship is committed funds or to be requested).	
1. Mountain View Hospital	\$ 10,000
2. Sinclair Casper Refinery	\$ 5,000
3. <del>THE</del> Zimmerman Family Foundation	\$ 5,000
4. McMurry Foundation	\$ 5,000
Donations (list from whom and whether the donation is committed or to be requested):	
1. Wyoming Community Foundation	\$ 20,000
2. Wyoming Arts Council	\$ 10,268
3. Individual Contributions	\$ 58,000
4. Foundations	\$ 35,000
Applicant Funds: Endowment	\$ 29,700
Other Funds (please list source(s)):	
1. Ad Sales	\$ 9,000
2. Fundraising Events	\$ 150,000
3. Misc.	\$ 10,000
4.	\$
<b>Total Funding:</b>	<b>\$ 426,968</b>

Anticipated Expenses for this program or event (please be as specific as you can).	
1. Artistic	\$ 199,970
2. Production	\$ <del>127,000</del> 33,080

If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224.

3.	Administration + benefits: wages	\$	169,688
4.	Payroll taxes	\$	15,500
5.	Marketing: printing	\$	9,300
6.		\$	
7.		\$	
8.		\$	
9.		\$	
10.		\$	
		<b>Total Expenses:</b>	\$

		<b>Total Revenue minus Total Expenses: profit (loss):</b>	\$
			427,538

**Past Year's Budget**

Please attach a program budget from the last time you held this event, if available.

*If you have any questions about this application, please contact Fleur Tremel in the City Manager's Office at 235-8224.*

## **The City of Casper**

### **Community Promotions Application – FY2014**

#### **Program Description:**

The mission of the Wyoming Symphony orchestra is to enrich the cultural lives of adults, expand the musical horizons of children and provide an outlet for the creative talents of musicians living in Wyoming and the Rocky Mountain West by performing classical and “pops” music to an expanding audience.

Imagine Wyoming in the 1920's, that's when a group of musicians came together to create the Casper Concert Symphony Orchestra. They did this for the purest of reasons – it satisfied their desire to play music. The Wyoming Symphony Orchestra (WSO) is in its 63<sup>rd</sup> season and vital to the local community enhancing its culture, education and economy. The WSO's concert season comprises of four masterwork performances and a holiday pops concert, employing over 70 professional musicians from Wyoming and the region and bringing five nationally and internationally acclaimed guests artists to perform at NCHS auditorium in Casper, WY. Presenting live music to thousands of Wyomingites every year is the goal of the WSO. We also aim to make music available to citizens of all ages and serve the community through music education and accessibility to seniors.

Annually, WSO concerts and educational outreach programs reach over 1,000 students, at least 60 volunteers, over 70 musicians, 6 employees and audiences of almost 4,000 people of all ages and walks of life. In addition we give 100s of tickets away through our partners including the Natrona County School District, Boys and Girls Club, Big Brothers Big Sisters, The Science Zone, Casper College and the Boy Scouts to youth and their families each season.

For the 2013-14 concert season, our goals are to continue to increase audience attendance and individual donations and elevate visibility and communication within Casper and Natrona; have a planned giving program in place; grow artistically through new and challenging repertoire; and offer a children's concert available to all 4th graders in the school district as well as families. We are working to have this concert fully funded by educational grants, sponsorships and a partnership with the Natrona County School District. This is in addition to producing five concerts with nationally and internationally recognized guest artists and continuing with our outreach programs for youth and seniors. We will realize success if we achieve the goals set forth above, within our budget and continue to grow responsibly to put in place plans for 2014-15.

# WSO Proposed Season Budget 2013-2014

2013-14 Budget														2012-13 Actual	
Administration, Benefits and Wages		Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Totals	
Rent	\$ 680	\$ 680	\$ 680	\$ 680	\$ 680	\$ 680	\$ 680	\$ 680	\$ 680	\$ 680	\$ 680	\$ 680	\$ 680	\$ 8,160	\$ 7,910
Telephone	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	\$ 1,080	\$ 1,080
Internet	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 360	\$ 360
Office Equipment	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 2,400	\$ 2,518
Office Supplies	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 1,200	\$ 84
Copies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30	\$ 30
Postage	\$ 140	\$ 10	\$ 10	\$ 240	\$ -	\$ -	\$ 440	\$ -	\$ -	\$ -	\$ 140	\$ -	\$ -	\$ 960	\$ 541
Taxes	\$ 900	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 4,800	\$ 4,555
Bank Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20	\$ 115
Insurance-Health	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300	\$ 320
Entertainment and Meals	\$ -	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 720	\$ 720
Professional Development	\$ -	\$ 1,000	\$ 300	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,800	\$ 1,560
Administrative Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,920	\$ 3,452
Software Fees	\$ 209	\$ 209	\$ 209	\$ 209	\$ 209	\$ 209	\$ 209	\$ 209	\$ 209	\$ 209	\$ 209	\$ 209	\$ 209	\$ 2,508	\$ 2,090
Wages	\$ 8,875	\$ 8,875	\$ 8,875	\$ 8,875	\$ 8,875	\$ 8,875	\$ 8,875	\$ 8,875	\$ 8,875	\$ 8,875	\$ 8,875	\$ 8,875	\$ 8,875	\$ 106,500	\$ 98,002
Bookkeeper/Atty	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 1,800	\$ 1,630
Payroll Taxes	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 15,000	\$ 14,276
Fundraising Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Wire on the River	\$ 6,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Spring Event	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Fund	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donor Event	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donor Expenses (lunches, gifts)	\$ 700	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 2,400	\$ 2,090
<b>Total Administration Exp.</b>	<b>\$ 20,324</b>	<b>\$ 13,254</b>	<b>\$ 13,034</b>	<b>\$ 12,534</b>	<b>\$ 12,234</b>	<b>\$ 14,734</b>	<b>\$ 12,674</b>	<b>\$ 12,664</b>	<b>\$ 32,234</b>	<b>\$ 15,474</b>	<b>\$ 13,284</b>	<b>\$ 12,734</b>	<b>\$ 185,188</b>	<b>\$ 156,189</b>	<b>\$ 380,536</b>
<b>Total Monthly Expenses</b>	<b>\$ 28,227</b>	<b>\$ 19,862</b>	<b>\$ 23,747</b>	<b>\$ 51,632</b>	<b>\$ 18,037</b>	<b>\$ 47,822</b>	<b>\$ 18,427</b>	<b>\$ 36,232</b>	<b>\$ 78,237</b>	<b>\$ 41,882</b>	<b>\$ 44,294</b>	<b>\$ 18,169</b>	<b>\$ 427,538</b>	<b>\$ 380,536</b>	<b>\$ 55,219</b>
<b>Monthly Difference</b>	<b>\$ 122,441</b>	<b>\$ 15,038</b>	<b>\$ 17,625</b>	<b>\$ (41,357)</b>	<b>\$ 363</b>	<b>\$ (13,472)</b>	<b>\$ (6,127)</b>	<b>\$ (9,382)</b>	<b>\$ 3,113</b>	<b>\$ (22,792)</b>	<b>\$ (30,444)</b>	<b>\$ (16,369)</b>	<b>\$ 18,637</b>	<b>\$ 55,219</b>	<b>\$ 55,219</b>

# WSO Proposed Season Budget 2013-2014

2013-14 Budget		Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Totals	2012-13 Actual
<b>Income</b>															
<b>Ticket Sales</b>															
Single ticket sales															
Season ticket sales		\$ 13,500	\$ 13,000	\$ 800	\$ 3,000	\$ 1,500	\$ 200	\$ 500	\$ 4,000	\$ 5,000				\$ 18,500	\$ 28,381
Pick 3			\$ 500	\$ 1,000	\$ 900	\$ 200	\$ 400							\$ 35,900	\$ 35,587
Holiday Concert		\$ 2,400	\$ 1,500	\$ 1,200	\$ 375	\$ 6,400	\$ 6,400							\$ 3,100	
Family Pass		\$ 100	\$ 150	\$ 250	\$ 100		\$ 50			\$ 50	\$ 3,500	\$ 50		\$ 18,275	\$ 18,149
Music on the Move										\$ 3,000				\$ 4,300	\$ 715
<b>Total Ticket Sales</b>										\$ 3,000				\$ 6,000	\$ 2,274
<b>Concert Income</b>														\$ 86,075	\$ 85,106
Concert Sponsorship		\$ 350	\$ 850	\$ 5,000	\$ 1,100		\$ 5,000			\$ 3,000	\$ 5,000	\$ 5,000		\$ 28,000	\$ 18,000
Advertising Sales														\$ 9,400	\$ 2,800
Product Sales															\$ 125
Lander Concert Fee															
<b>Contributions</b>														\$ 10,000	\$ 20,726
Maestro's Circle														\$ 50,000	\$ 5,100
Individual Contributions		\$ 6,000	\$ 4,000	\$ 5,000	\$ 1,000	\$ 3,000	\$ 15,000	\$ 10,000	\$ 2,000	\$ 2,000	\$ 2,000			\$ 8,000	\$ 39,417
Sponsor a Chair			\$ 4,000	\$ 3,000	\$ 1,000		\$ 500							\$ 3,000	\$ 5,350
Business Corp				\$ 2,500										\$ 3,000	\$ 500
Foundations			\$ 5,000											\$ 10,000	\$ 10,000
Dodge Frnd/Rea														\$ 5,000	
Goodstein														\$ 5,000	
MOM: Tonkin Foundation		\$ 15,000					\$ 5,000							\$ 15,000	
Endowment															
Henderson Trust Income		\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ 21,600	\$ 26,218
WCF Income			\$ 4,100											\$ 8,100	\$ 8,090
Special Bequest														\$ 84,375	
<b>Total Contributions</b>														\$ 125,700	\$ 179,050
<b>Grants</b>														\$ 43,000	\$ 32,731
WAC		\$ 10,266												\$ 10,266	\$ 12,439
WY Community Foundation		\$ 20,000												\$ 20,000	\$ 15,000
WESTAF		\$ 2,250												\$ 2,250	
WY Workforce				\$ 1,722										\$ 1,760	\$ 1,760
City of Casper						\$ 2,500								\$ 1,722	\$ 1,722
BOCES														\$ 2,500	
NCSO														\$ 2,500	\$ 1,500
CACVB														\$ 2,000	\$ 2,000
<b>Total Grant Income</b>														\$ 43,000	\$ 32,731
<b>Fundraising Event</b>														\$ 84,000	\$ 87,891
Wine on the River		\$ 80,000												\$ 60,000	\$ 60,804
Big Bang Event														\$ 144,000	\$ 148,495
<b>Total Fundraiser Income</b>														\$ 448,175	\$ 468,107
<b>Total Income</b>		\$ 151,688	\$ 34,900	\$ 41,372	\$ 10,275	\$ 18,400	\$ 34,350	\$ 12,300	\$ 28,850	\$ 81,350	\$ 19,060	\$ 13,850	\$ 1,800	\$ 448,175	\$ 468,107
									\$ 10,000	\$ 50,000	\$ 1,500	\$ 2,500		\$ 84,000	\$ 87,891
														\$ 60,000	\$ 60,804
														\$ 144,000	\$ 148,495
														\$ 448,175	\$ 468,107
														\$ 13,920	\$ 13,920
														\$ 64,273	\$ 64,273
														\$ 416,754.39	\$ 416,754.39

# WSO Proposed Season Budget 2013-2014

2013-14 Budget		Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Totals	2012-13 Actual
<b>Expenses</b>															
<b>Artistic</b>															
MD Wages		\$ 3,833	\$ 3,833	\$ 3,833	\$ 3,833	\$ 3,833	\$ 3,833	\$ 3,833	\$ 3,833	\$ 3,833	\$ 3,833	\$ 3,833	\$ 3,833	\$ 46,000	\$ 45,000
MD Travel			\$ 200		\$ 600		\$ 600		\$ 600		\$ 600		\$ 400	\$ 3,000	\$ 1,450
MD Expenses					\$ 75		\$ 75		\$ 75		\$ 75		\$ 75	\$ 375	\$ 87
Concertmaster wages		\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 9,600	\$ 9,500
Local Musicians					\$ 8,500		\$ 9,400		\$ 5,300		\$ 10,540		\$ 7,600	\$ 49,340	\$ 44,160
Musican Travel														\$ 900	
Import Musicians					\$ 5,400		\$ 4,500		\$ 3,000		\$ 5,200		\$ 4,000	\$ 27,600	\$ 26,803
Import Musicians Mileage					\$ 2,500		\$ 2,000		\$ 1,200		\$ 6,300		\$ 1,500	\$ 16,000	\$ 13,082
Import Musician Per Diem					\$ 1,250		\$ 1,050		\$ 750		\$ 2,225		\$ 900	\$ 7,425	\$ 5,820
Musican Lodging					\$ 200		\$ 200		\$ 200		\$ 200		\$ 200	\$ 1,000	\$ 2,074
Guest Artist					\$ 3,000		\$ 5,000		\$ 2,500		\$ 4,000		\$ 3,000	\$ 21,000	\$ 16,000
Guest Artist Travel					\$ 600		\$ 600		\$ 900		\$ 5,100		\$ 150	\$ 3,300	\$ 1,497
Music on the Move Musicians		\$ 150	\$ 100	\$ 150	\$ 6,650	\$ 100	\$ 100	\$ 100	\$ 150	\$ 5,100	\$ 150	\$ 100	\$ 100	\$ 12,850	\$ 1,600
Music on the Move Expenses		\$ 20	\$ 20	\$ 20	\$ 700	\$ 20	\$ 20	\$ 20	\$ 20	\$ 700	\$ 20	\$ 20	\$ 20	\$ 1,580	\$ 547
<b>Total Artistic Expenses</b>		<b>\$ 4,803</b>	<b>\$ 4,953</b>	<b>\$ 4,803</b>	<b>\$ 34,108</b>	<b>\$ 4,753</b>	<b>\$ 28,178</b>	<b>\$ 4,753</b>	<b>\$ 19,328</b>	<b>\$ 40,873</b>	<b>\$ 22,403</b>	<b>\$ 26,380</b>	<b>\$ 4,635</b>	<b>\$ 199,970</b>	<b>\$ 167,619</b>
<b>Production</b>															
<b>Production Personnel</b>															
Librarian wages		\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 9,600	\$ 10,879
Stage Manager					\$ 425		\$ 425		\$ 425		\$ 425		\$ 425	\$ 2,550	\$ 1,700
Stage hands					\$ 375		\$ 375		\$ 375		\$ 375		\$ 375	\$ 2,250	\$ 1,478
Music															
Music Purchase/rental					\$ 660		\$ 660		\$ 75		\$ 75		\$ 75	\$ 480	\$ 275
Music Copying			\$ 30		\$ 75		\$ 150		\$ 150		\$ 150		\$ 150	\$ 900	\$ 1,964
Music Shipping					\$ 450		\$ 450		\$ 150		\$ 150		\$ 150	\$ 1,410	\$ 555
License Fees/Dues															
Concert Production															
Hall Rental					\$ 705		\$ 705		\$ 705		\$ 705		\$ 705	\$ 3,875	\$ 3,525
Musican Dinner/snacks					\$ 200		\$ 200		\$ 200		\$ 200		\$ 200	\$ 1,200	\$ 795
Piano Tuning					\$ 400		\$ 400		\$ 400		\$ 400		\$ 400	\$ 400	\$ 413
Post Concert Reception					\$ 250		\$ 250		\$ 250		\$ 250		\$ 250	\$ 1,250	\$ 1,300
Ticket printing			\$ 375											\$ 475	\$ 371
Concert Marketing															
Poster Printing					\$ 50		\$ 50		\$ 50		\$ 50		\$ 50	\$ 400	\$ 245
Programs														\$ 4,850	\$ 4,384
Season Brochure (printing + stih)		\$ 3,300		\$ 2,400			\$ 550		\$ 400		\$ 550		\$ 550	\$ 3,300	\$ 3,306
Inventions (printing + postage)				\$ 150			\$ 150				\$ 150		\$ 150	\$ 300	\$ 73
Misc Printing					\$ 200		\$ 250				\$ 250		\$ 200	\$ 500	\$ 413
Credit Card Fees			\$ 250		\$ 120		\$ 120				\$ 120		\$ 120	\$ 2,950	\$ 3,126
Misc														\$ 890	\$ 678
<b>Total Production Expenses</b>		<b>\$ 4,100</b>	<b>\$ 1,655</b>	<b>\$ 5,910</b>	<b>\$ 4,890</b>	<b>\$ 1,050</b>	<b>\$ 4,970</b>	<b>\$ 1,000</b>	<b>\$ 4,240</b>	<b>\$ 5,130</b>	<b>\$ 3,975</b>	<b>\$ 4,820</b>	<b>\$ 800</b>	<b>\$ 42,380</b>	<b>\$ 36,727</b>
<b>Total Cost of Goods Sold</b>		<b>\$ 8,903</b>	<b>\$ 6,608</b>	<b>\$ 10,713</b>	<b>\$ 39,098</b>	<b>\$ 5,803</b>	<b>\$ 33,088</b>	<b>\$ 5,753</b>	<b>\$ 23,568</b>	<b>\$ 46,003</b>	<b>\$ 26,378</b>	<b>\$ 31,000</b>	<b>\$ 5,435</b>	<b>\$ 242,350</b>	<b>\$ 204,346</b>

## Wyoming Symphony Orchestra Season 2013-2014

### Concert 1: October 5, 2013    **Symphonic Fireworks w/ Alexander Ghindin**

Overture of the Season *3222-4331-tmp+2-str	Thomas Svaboda	
Romeo and Juliet Fantasy Overture 3322-4231-tmp+2-hp-str	Tchaikovsky	8
Concerto, Piano, no. 3, op, 30, D minor 2222-4231-tmp+2-str	Rachmoninoff	19 39

### Concert 2: December 7, 2013    **Holiday Magic w/ Christiane Noll**

A mixture of Holiday and Broadway favorites. Program TBA

### Concert 3: February 8, 2014    **The Guitar Unplugged w/ Nando di Modugno**

Le Nozze di Figaro (The Marriage of Figaro): Selections for small wind band	Mozart/arr. Wendt	
Serenade, op. 48, C major First movement: Pezzo in forma di Sonatina	Tchaikovsky	
Concerto, Guitar, RV93, D major Str	Vivaldi	
Symphony No. 35, K. 385, D major (Haffner) 2222-2200-tmp-str	Mozart	9
Bay of Pigs Str	Daugherty	18 16

### Concert 4: March 22, 2014    **Cello Madness w/ Adrian Daurov, Cello**

Variations on a rococo theme, op. 33 2222-2000-str	Tchaikovsky	
Concerto, violincello, no. 1 2222-2221-tmp+2-hp-str	Milhaud	18
Symphony no. 8, op. 93, Fmajor 2222-2200-tmp-str	Beethoven	14 26

### Concert 5: April 12, 2014    **A Star Spangled Symphony** Family Concert

### Concert 5: May 10, 2014    **Carnival w/ Alexander Markov, violin**

Petrouchka (1947 version) 33*3*3-4331-tmp+3-hp-cel,pf-str	Stravinsky	
Concerto, Violin, no. 1, op. 6, D major 222*2-2230-tmp+2-str	Paganini	34 35



## 10 Reasons to Support the Arts

1. **True prosperity** . . . The arts are fundamental to our humanity. They ennoble and inspire us—fostering creativity, goodness, and beauty. The arts help us express our values, build bridges between cultures, and bring us together regardless of ethnicity, religion, or age. When times are tough, art is salve for the ache.
2. **Improved academic performance** . . . Students with an education rich in the arts have higher GPAs and standardized test scores, lower drop-out rates, and even better attitudes about community service—benefits reaped by students regardless of socio-economic status. Students with four years of arts or music in high school average 100 points better on their SAT scores than students with one-half year or less.
3. **Arts are an Industry** . . . Arts organizations are responsible businesses, employers, and consumers. Nonprofit arts organizations generate \$135 billion in economic activity annually, supporting 4.1 million jobs and generating \$22.3 billion in government revenue. Investment in the arts supports jobs, generates tax revenues, promotes tourism, and advances our creativity-based economy.
4. **Arts are good for local merchants** . . . The typical arts attendee spends \$24.60 per person, per event, not including the cost of admission on items such as meals, parking, and babysitters. Attendees who live outside the county in which the arts event takes place spend twice as much as their local counterparts (\$39.96 vs. \$17.42)—valuable revenue for local businesses and the community.
5. **Arts are the cornerstone of tourism** . . . Arts travelers are ideal tourists—they stay longer and spend more. The U.S. Department of Commerce reports that the percentage of international travelers including museum visits on their trip has increased from 17 to 23 percent since 2003, while the share attending concerts and theater performances increased from 13 to 16 percent (only 7 percent include a sports event).
6. **Arts are an export industry** . . . U.S. exports of arts goods (e.g., movies, paintings, jewelry) grew to \$64 billion in 2010, while imports were just \$23 billion—a \$41 billion arts trade surplus in 2010.
7. **Building the 21<sup>st</sup> Century workforce** . . . Reports by the Conference Board show creativity is among the top 5 applied skills sought by business leaders—with 72 percent saying creativity is of high importance when hiring. The biggest creativity indicator? A college arts degree. Their *Ready to Innovate* report concludes, “. . .the arts—music, creative writing, drawing, dance—provide skills sought by employers of the 3<sup>rd</sup> millennium.”
8. **Healthcare** . . . Nearly one-half of the nation’s healthcare institutions provide arts programming for patients, families, and even staff. 78 percent deliver these programs because of their healing benefits to patients—shorter hospital stays, better pain management, and less medication.
9. **Stronger communities** . . . University of Pennsylvania researchers have demonstrated that a high concentration of the arts in a city leads to higher civic engagement, more social cohesion, higher child welfare, and lower poverty rates. A vibrant arts community ensures that young people are not left to be raised solely in a pop culture and tabloid marketplace.
10. **Creative Industries** . . . The Creative Industries are arts businesses that range from nonprofit museums, symphonies, and theaters to for-profit film, architecture, and design companies. An analysis of Dun & Bradstreet data counts 905,689 businesses in the U.S. involved in the creation or distribution of the arts that employ 3.35 million people—representing 4.4 percent of all businesses and 2.2 percent of all employees, respectively (get a Creative Industry report for your community [here](#)).

Updated: March 2013