Budget
Work Session

Contribution Groups

Community Center
Multipurpose Room

7:30 p.m.
Wednesday
May 7, 2014

The applications for Recognition and Civic Groups were shared with Council via email.

Contribution Groups Work Session
Wednesday, May 7, 2014
Community Center Multipurpose Room

7:30 p.m.	Greenbelt Golden Age Club
7:45 p.m.	Greenbelt Senior Softball
8:00 p.m.	Friends of New Deal Café Arts (FONDCA)
8:15 p.m.	Greenbelt Concert Band
8:30 p.m.	Greenbelt Cultural Arts Center
8:45 p.m.	Alight Dance Theater, Inc.
9:00 p.m.	Greenbelt Baseball
9:15 p.m.	Chesapeake Education Arts and Research Society, Inc. (CHEARS)
9:30 p.m.	GreenSTEMS, Inc.
9:45 p.m.	Greenbelt Labor Day Festival Committee – not asking for financial assistance from the City
10:00 p.m.	Greenbelt Aquatic Boosters
10:15 p.m.	Greenbelt Boys & Girls Club
10:30 p.m.	Greenbelt Babe Ruth

Recognition Groups

Astronomical Society of Greenbelt

Citizens to Conserve and Restore Indian Creek (CCRIC)

Great Greenbelt Volksmarchers, Inc.

Greenbelt Climate Action Network

Greenbelt Community Development Corporation

Greenbelt Community Foundation

Greenbelt Community Garden Club

Greenbelt Dog Park Association

Greenbelt Farmers Market

Greenbelt Homeschool Learning Collaborative

Greenbelt Intergenerational Volunteer Exchange Services (GIVES)

Greenbelt Pottery

Greenbelt Pride

Greenbelt S.I.T.Y. Stars

Greenbelt Soccer Alliance

Greenbelt Tennis Association

Greenbelt Writers Group

Miss Greenbelt Scholarship Organization

Old Greenbelt Neighborhood Watch

Transitions Theater, Inc.

Franklin Park Cooperative Daycare/Preschool – application not recommended for Recognition Group status by PRAB

Civic Groups

Beaverdam Creek Watershed Watch Group

Greenbelt Girl Scouts

Girl Scout Troop #2799

Girl Scout Troop #3251

Girl Scout Troop #4128

Girl Scout Troop #4816

Greenbelt Mamas and Papas

Prince George's County Peace & Justice Coalition

Transit Riders United of Greenbelt – (TruG)

Celebrate the Greenbelt Forest Preserve

Girl Scout Brownie Troop #1161

PRAB Report #14-2
April 17, 2014

PARK AND RECREATION ADVISORY COUNCIL BOARD
REPORT TO CITY COUNCIL

Subject: **FY/2015 Contribution and Recognition Groups Budget Review**

Background: PRAB reviewed the 2014 applications as part of its annual evaluation process at their regular meeting on March 19, 2014. PRAB reviewed the following six 2014 Contribution Groups: Greenbelt Babe Ruth, Greenbelt Aquatic Boosters, Greenbelt Senior Softball, Greenbelt Golden Age Club, Greenbelt Boys and Girls Club and GreenStems, Inc. PRAB voted to request two groups to come back for further questions on March 26th, 2014.

Recommendations:

I. Contribution Groups

*PRAB **voted 8-0** to accept the following three budgets as presented and without reservation:*

1. **Greenbelt Babe Ruth**
2. **Greenbelt Aquatic Boosters**
3. **Greenbelt Senior Softball**

*PRAB **voted 8-0** to accept the budget below without reservation, but with a recommendation to Council:*

Greenbelt Golden Age Club

In the future, the Golden Age Club should not be required to go through the application process. Their funds are currently in the Therapeutic Recreation portion of the budget and staff is already in charge of administering these funds (once the Golden Age Club dictates their trips).

At its follow-up meeting March 26, 2014, PRAB met with two groups:

*PRAB **voted 8-0** to accept the budget below as presented without reservations:*

GreenStems, Inc..

a. This is a new group seeking Contribution Group status. PRAB was required to meet with them.
b. PRAB is satisfied that the activities that GreenStems provides are an enhancement to the community, but wondered if the city can fund a private non-profit organization?

*PRAB **voted 8-0** to make **no recommendation** on the budget below due to the incompleteness and inaccuracies of the application:*

Greenbelt Boys and Girls Club

a. Application was incomplete and much of the information was cut and pasted from last year and therefore, not accurate.

b. Boys and Girls Club did not attend the mandatory training for filling out the budget application. However, at least two Recreation Department staff met with the President to discuss the application process.

c. The two Boys and Girls Club representatives who attended the PRAB meeting were not familiar with the budget and could not answer PRAB's questions.

d. PRAB members felt they could not review the application as it was completely missing some pages and there were many questions about the budget, purchases, and membership which remained unanswered.
d. There is a question of eligibility for funds if Boys and Girls Club joins other leagues.
e. PRAB would like input from Recreation Department staff as to the best way to proceed with the Boys and Girls Club. This item was discussed at the April PRAB meeting and staff reported that they continued to work with the B&G club president to complete the budget.

II. Recognition Groups

At PRAB's April 16, 2014 meeting, the following Recognition Groups were accepted as presented:
Astronomical Society of Greenbelt
Citizens to Conserve and Restore Indian Creek
Great Greenbelt Volksmarchers
Greenbelt Climate Action Network
Greenbelt Community Development Corporation
Greenbelt Community Foundation
Greenbelt Community Garden Club
Greenbelt Dog Park Association
Greenbelt Farmers Market
Greenbelt Intergenerational Volunteer Exchange Service
Greenbelt Labor day Festival Committee
Greenbelt Pride
Greenbelt Sity Stars
Greenbelt Soccer Alliance
Greenbelt Tennis Association
Miss Greenbelt Scholarship Organization
Old Greenbelt Neighborhood Watch

PRAB met with representatives of two new organizations who were requesting Recognition Group status:

1. **Greenbelt Homeschool Learning Collaborative**
   PRAB recommends accepting with reservations. Vote: 6-0
   a. If the organization is looking for meeting space for meetings of members, PRAB sees no problem. However, PRAB does not support this group obtaining free space to run its own classes where they are paying an instructor or undercutting Recreation Department classes.

2. **Franklin Park Cooperative Daycare/Preschool**
   PRAB does not recommend this organization for Recognition Group status. Vote: 6-0
   a. While the educational activities that the group is proposing might meet a large unmet need in the Franklin Park community, the camp program that they are proposing does not meet the criteria for Recognition Group status.

Respectfully submitted by:
Lola Skolnik, PRAB Chair
Betty Sonneveldt, PRAB Vice-Chair

Greenbelt Arts Advisory Board Report 14-2
Recommendation to the Greenbelt City Council
April 14, 2014

Subject: Evaluation of FY15 Recognition Group and Contribution Group Applications

Background

At their March 4, 2014 meeting, the Greenbelt Arts Advisory Board (AAB) reviewed applications for renewal of Recognition Group status from the Greenbelt Writers Group, Greenbelt Pottery Group, and Transitions Theater, Inc. Board members present at this meeting included: Tatiana Ausema (Chair), John Drago, Mark Granfors-Hunt, Anna Socrates (Vice Chair), Shane Wisdom and Oliver Gaycken. Also present were representatives of the applicant organizations as named below, Mayor Emmett Jordan (Council Liaison), Nicole DeWald (staff liaison), Molly Lester (resident), and Sam Stern (student reporter for the Greenbelt News Review). Members absent from this meeting included Cassandra Harper (without prior notice).

At their April 1, 2014 meeting, the Board reviewed applications for renewal of Contribution Group status and FY15 funding from the Greenbelt Concert Band, Friends of New Deal Café Arts and the Greenbelt Arts Center. The Board also reviewed a fourth application for first time Contribution Group designation from alight dance theater, and a first-time application for Contribution Group status from the CHesapeake Education, Arts and Research Society (CHEARS). Board members present included: Tatiana Ausema (Chair), John Drago, Mark Granfors-Hunt, Anna Socrates (Vice Chair) and Oliver Gaycken. Also present were representatives of the applicant organizations as named below and Nicole DeWald (staff liaison). Members absent from this meeting included Cassandra Harper and Shane Wisdom (both without prior notice).

Summary Recommendations

1. AAB members present at their March 4 meeting voted unanimously to recommend that Recognition Group status be renewed for the City's Fiscal Year 2015 for all applicant arts organizations, including: the Greenbelt Writers Group, Greenbelt Pottery Group, and Transitions Theater, Inc.

2. AAB members present at their April 1 meeting voted unanimously to recommend that alight dance theater be granted Contribution Group status. Alight received the highest overall evaluation of the applications reviewed this year.

3. AAB members present at their April 1 meeting recommended that CHEARS be granted Contribution Group status with a vote of 4 in favor and 1 opposed.

Details of the Board's evaluation of all applications are provided below.

Detailed Findings: Recognition Groups

Greenbelt Writers Group

Represented at the meeting by Carol Griffith (Treasurer)

Three Board members provided recommendations on this application, unanimously endorsing the group's request for renewal of their Recognition Group status.

Comments: Members noted with approval the organization's critique group, spontaneous writing group, and popular speaker programs; "I not aware of another literary arts organization in our city....city needs to assist them in any reasonable ways that we can."

Concerns: Recruitment of new members. Suggestions were made that the group work more with the New Deal Café, the library, and Club 125 to increase their visibility and reach new audiences.

Greenbelt Pottery Group

Represented at the meeting by Judith Kornett (Co-President)

Four Board members provided recommendations on this application, unanimously endorsing the group's request for renewal of their Recognition Group status.

Comments: "very inclusive"; "strong"; "... what a local art organization should be"

Concerns: None

Transitions Theater, Inc.

Represented at the meeting by Misha R'kingsley (President) and Dirk R'kingsley (Board member)

Four Board members provided recommendations on this application, unanimously endorsing the group's request for renewal of their Recognition Group status.

Comments: "Got their 501C3 – a big milestone"; "new board with people with business experience"; work shows "authenticity" and "heart"

Concerns: The organization did not present any shows in the last year, but instead focused on strengthening their organization, and moving beyond an overreliance on a single leader; the Board was very supportive of this process and its apparent success.

Detailed Findings: Contribution Groups

alight dance theater
Represented at the meeting by Angella Foster (President/ Artistic Director). Four Board members evaluated this application, with one member recusing herself.

Overall Score: 4.9 (outstanding)
Service to the Community: 5 (outstanding; highest possible rating)
Organizational Effectiveness: 5 (outstanding; highest possible rating)
Artistic Merit: 4.8 (outstanding)

Comments: "create new and original works"; "a record of excellent programming", "very professional and community-oriented"; "Have made an effort to reach out to other organizations and cooperate on joint projects"; "perform in other parts of the city"; "funding directly benefits Greenbelt elementary students and the local community"; "very effective grant-writing and fundraising activities"; "a model of what other organizations in Greenbelt can and should do"; "our only real dance company"; meets the requirements of a contribution group and is worthy of funding"; "a wonderful ambassador for Greenbelt"

Concerns: some "performers not [residing] in Greenbelt, but trained dancers are hard to come by"

CHesapeake Education, Arts and Research Society (CHEARS)
Represented at the meeting by Kim Walsh (Executive Director), Joan Clement (Co-Founder and current Treasurer/Secretary) and Richard McMullin (coordinator of the Green Man Festival). All five Board members present provided evaluations of this application.

Overall Score: 3.4 (good)
Service to the Community: 3.8 (very good)
Organizational Effectiveness: 3.1 (good)
Artistic Merit: 3.4 (good)

Comments: "The group's activities, philosophy and goals are clearly aligned with Greenbelt's core values"; "strong track record of success"; "Very well organized by a dedicated core group"; "wonderful community involvement"; "in our meeting with CHEARS, we realized that this submitted narrative understates the … positive impact and breadth of the organization."

Concerns: "They have a lot going on. Might be spreading themselves thin"; "The group would benefit from a thought-through/ clearly articulated membership structure"; concern was expressed that the applicant is not strictly an arts organization, and that funding the other applications submitted for FY15 would be a higher priority.

Friends of New Deal Café Arts (FONDCA)
Represented at the meeting by Barbara Simon (President). All five Board members present provided evaluations of this application.

Overall Score: 4.1 (very good)
Service to the Community: 4.4 (very good)
Organizational Effectiveness: 3.4 (good)
Artistic Merit: 4.6 (outstanding)

Comments: "The festivals liven the atmosphere in Roosevelt Center"; "FONDCA is involved in some great arts programs"; "FONDCA is an enabler organization"; "successful fundraising"; "appreciate the focus...on poetry and on the puppet show for children"; "100% volunteer – no paid positions"

Concerns: Several members expressed concerns about "the closed nature of the Board" and the need for more "involvement", inclusion and participation beyond FONDCA's 5 directors and café liaison; group should be "more open...if it is a city-sponsored organization"; "I don't appreciate the 'threat' on the grant impact survey that says that unless we grant...what they ask for, the city does not support art."

Greenbelt Arts Center (GAC)
Represented at the meeting by Malca Giblin (Vice President), Sandy Irving (Treasurer), and Don Cook (Director at-large; Publicity committee chair). All five Board members present provided evaluations of this application.

Overall Score: 4.8 (outstanding)
Service to the Community: 4.8 (outstanding)
Organizational Effectiveness: 4.8 (outstanding)
Artistic Merit: 4.8 (outstanding)

Comments: "Excellent community theater"; "broad range of productions" including increasingly diverse performing art forms; "challenging and interesting works"; "Good, strong and dedicated Board" with several Greenbelt members; supportive relationship with alight dance theater and the Greenbelt Museum; there may be additional opportunities for collaboration with Club 125 and the New Deal Cafe; "thrilled to see the new mission plan evaluation, keeping things dynamic and responsive to Greenbelt"

Concerns: could possibly "include more Greenbelters in performances"; would like to see "more outreach to local businesses"

Greenbelt Concert Band (GCB)
Represented at the meeting by Sean Davis (General Manager). All five Board members present provided evaluations of this application.

Overall Score: 4.0 (very good)
Service to the Community: 4.6 (outstanding)
Organizational Effectiveness: 3.1 (good)
Artistic Merit: 4.4 (very good)

(Greenbelt Concert Band, continued)

Comments: members appreciated the emergence of a new general manager, the filling of the publicity chair position, and the band's new use of social media; "They play a type of popular music that fits in well with Greenbelt's big events such as Greenbelt Day and the Fourth of July"; "an institution in Greenbelt"; "possibility for collaboration with the Greenbelt Theatre (cinema)" and more opportunities may exist with the American Legion.

Concerns: All of the Band's officers and most of the musicians are non-residents of Greenbelt; several members expressed concern regarding the Band's level of preparedness to ensure the "longevity of the organization," in terms of musician and officer recruitment, fundraising, and audience development (especially with respect to age range); "the group should investigate the possibilities of becoming a 501 (C) 3 [tax exempt, non-profit organization]"

Authorization

This report is submitted on behalf of the Arts Advisory Board by:

Tatiana Ausema, Chair

4/14/14
Date

Budget Comments

1) The amount budgeted in Contributions, line 68, is the same amount as approved for FY 2014. Requests totaling $75,900 as of the printing of this document have been received. The Greenbelt Sity Stars have not submitted a request for FY 2014 and FY 2015. New requests have been received from CHEARS ($1,000) and alight dance theater ($1,000) again. A new request has been submitted by GreenSTEMS (Club 125) for $5,000.

SPECIAL EVENTS Acct. No. 690	**FY 2012 Actual Trans.**	**FY 2013 Actual Trans.**	**FY 2014 Adopted Budget**	**FY 2014 Estimated Trans.**	**FY 2015 Proposed Budget**	**FY 2015 Adopted Budget**
PERSONNEL EXPENSES						
19 Program Leaders	$3,484	$5,454	$4,500	$5,500	$5,500	
22 Organization Leaders	8,000	8,000	8,000	8,000	8,000	
23 Special Events/Activities	46,432	44,621	45,000	45,000	45,000	
28 Employee Benefits	76	256	400	400	400	
Total	$57,992	$58,331	$57,900	$58,900	$58,900	$0
OTHER OPERATING EXPENSES						
58 Special Programs	$35,400	$36,148	$35,000	$36,400	$35,400	
68 Contributions	77,500	73,708	75,600	73,900	75,600	
Total	$112,900	$109,856	$110,600	$110,300	$111,000	$0
TOTAL SPECIAL EVENTS	**$170,892**	**$168,187**	**$168,500**	**$169,200**	**$169,900**	**$0**

SUMMARY OF CONTRIBUTIONS Acct. No. 690	**FY 2012 Actual Trans.**	**FY 2013 Actual Trans.**	**FY 2014 Adopted Budget**	**FY 2014 Estimated Trans.**	**FY 2015 Requested Budget**	**FY 2015 Adopted Budget**
PERSONNEL EXPENSES						
22 Organization Leaders						
Swim Coaches	$8,000	$8,000	$8,000	$8,000	$8,000	
Total	$8,000	$8,000	$8,000	$8,000	$8,000	$0
OTHER OPERATING EXPENSES						
68 Contributions to Organizations						
Aquatic Boosters	$500	$500	$500	$500	$500	
Arts Center	32,000	32,000	34,300	34,300	34,300	
Babe Ruth League	6,500	4,608	6,000	6,000	6,000	
Baseball	9,000	9,000	10,000	10,000	10,000	
Boys & Girls Club	18,000	16,000	15,000	15,000	17,000	
Concert Band	4,600	4,600	4,600	4,600	4,600	
Friends of New Deal Café Arts	2,000	2,000	2,500	2,500	2,500	
Senior Softball	900	1,000	1,000	1,000	1,000	
Sity Stars	4,000	4,000	0	0	0	
Total	$77,500	$73,708	$73,900	$73,900	$75,900	$0
TOTAL CONTRIBUTIONS	**$85,500**	**$81,708**	**$81,900**	**$81,900**	**$83,900**	**$0**

Recognition Groups

Astronomical Society of Greenbelt

Citizens to Conserve and Restore Indian Creek (CCRIC)

Great Greenbelt Volksmarchers, Inc.

Greenbelt Climate Action Network

Greenbelt Community Development Corporation

Greenbelt Community Foundation

Greenbelt Community Garden Club

Greenbelt Dog Park Association

Greenbelt Farmers Market

Greenbelt Homeschool Learning Collaborative

Greenbelt Intergenerational Volunteer Exchange Services (GIVES)

Greenbelt Pottery

Greenbelt Pride

Greenbelt S.I.T.Y. Stars

Greenbelt Soccer Alliance

Greenbelt Tennis Association

Greenbelt Writers Group

Miss Greenbelt Scholarship Organization

Old Greenbelt Neighborhood Watch

Transitions Theater, Inc.

Franklin Park Cooperative Daycare/Preschool – application not recommended for Recognition Group status by PRAB

Print

Recognition Group Application - Submission #2164

Date Submitted: 3/5/2014

First time applications accepted at any time. Applications for renewal of status for the City's Fiscal Year 2015 due February 28, 2014.

Please file your application by using this form.

If this is not feasible for your organization, you may request a paper copy from the Greenbelt Recreation Department business office located at 99 Centerway or call 301-397-2200. Please TYPE your application and contact your staff liaison listed below for assistance scanning the document.

Arts organizations:

contact Greenbelt's Arts Supervisor at 301.397.2208 or ndewald@greenbeltmd.gov

Sports, recreation and service groups:

contact the Assistant Director of Programs at 301.397.2200 or gvarda@greenbeltmd.gov

Background Investigations

If any person(s) associated with your organization will be in "care and control" of minors, the organization must contact the Recreation Department for a background investigation of those individuals. The following list is provided to assist in defining "care and control", thus determining who must undergo a background investigation prior to volunteering in an activity or program. This list is not all-inclusive; rather, it serves as a guide. Volunteers who serve as: Head & Assistant Coaches, Instructors & Assistant Instructors, those who have care, custody or control of children, those who provide direct service on an ongoing basis for a program, those who meet in a one-on-one setting with participants and those who have access to confidential information.

Instructions

A. Review the Policy and Information Guide for Recognition and Contribution Groups. This guide contains important information about Recognition Group privileges, restrictions, eligibility and application procedures. All Recognition Groups must comply with the terms of this publication.

Recognition and Contribution Group
Policy Guide

B. This application must be completed in its entirety. You may enter "N/A" for any individual line item which is not applicable to your organization.

1. Name of organization:

Astronomical Society of Greenbelt

Year of founding:

1992

Please Check One:

☐ New Application

☑ Application for Renewal of Status

2. Contact Person

Position

Secretary

Telephone

301-474-3305

E-mail

martyllou.gay@gmail.com

3. Organization's Mailing Address

P.O. Box 727, Greenbelt, MD 20768

(not a City of Greenbelt facility):

4. Purpose of Organization:

Promote the education and mutual improvement of its members and the public in the science of astronomy. Encourage an interest in astronomy by building and staffing the city observatory, holding frequent star parties and free astronomy classes, and aiding local governments in developing dark sky policies.

5. Description of group's activities:

We hold regular star parties at the observatory and moon observing events at the Center. Regular lectures are presented. A list of activities will be submitted separately. In addition, in 2013, we assisted with two Science Nights at HB Owens Science Center (part of the PG County school system). We participated in the Labor Day Festival.

Please list here or upload a schedule of activities sponsored by the group during the current fiscal year (July 1, 2013 – June 30, 2014). Be sure to indicate which activities took place in Greenbelt.

Upload a schedule (optional)

Browse...

6. Membership. Include projections and estimates as needed.

Number of Members

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
35	35	37

% Greenbelt Residents *

% Non-Residents

49	51

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60+ yrs.
2	3	80	15

* If less than 2/3, please explain the organization's benefit to Greenbelt residents:

Most programs are offered in the city. We manage the city observatory. We are the only amateur astro. group in the area open to the public & attract many participants from nearby communities. We have some life members who were once residents, but who have moved away.

7. Non-member participation. Total number of additional persons benefiting from the organization's programs as participants and spectators:

Number of Persons

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
550	550	600

% Greenbelt Residents:	% Non-Residents:
65	35

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60 + yrs.
30	20	30	20

8. Please describe the in-kind services which you anticipate requesting from the City of Greenbelt during the coming fiscal year. Note: approval of an applicant for Recognition Group status does not imply that all requests can be granted. Requests from the organization will be addressed on a case by case basis as they arise in accordance with applicable City policies and procedures.

Occasional use of Community Center facilities when the Owens Science Center is unavailable or when we are offering classes or other activities for which that venue is most appropriate. Occasional help and advice with the Observatory physical plant is also greatly appreciated.

9. Signature.

Martha L Gay

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.

Signature

Martha L. Gay

Date

3/4/14

Position

Secretary

Citizens to Conserve and Restore Indian Creek (CCRIC)

2. Contact Person

Name

Lutz Rastaetter

Position

Treasurer

Telephone

3012861085

E-mail

lutz_rastaetter@yahoo.com

3. Organization's Mailing Address

P.O. Box 1032, Greenbelt, MD 20768-1032

(not a City of Greenbelt facility):

4. Purpose of Organization:

Environmental education, advocacy for sustainable and responsible development, Restoration of Indian Creek.

5. Description of group's activities:

Stream cleanups (next planned for April 5, 2014 in Greenbelt). Bi-Monthly meetings (in Greenbelt, partly with guests, neighbors of development sites and developers). Advocacy and testimony at hearings. Nature walks bat walks planned for Greenbelt in the Summer). Stream monitoring and cleanups near the Springhill Lake Recreation Center are planned as well.

Please list here or upload a schedule of activities sponsored by the group during the current fiscal year (July 1, 2013 – June 30, 2014). Be sure to indicate which activities took place in Greenbelt.

Upload a schedule (optional)

Browse...

6. Membership. Include projections and estimates as needed.

Number of Members

July 2012-June 2013 **July 2013-June 2014** **July 2014-June 2015**

50	50	50

% Greenbelt Residents *	% Non-Residents
65	35

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60+ yrs.
N/A	N/A	N/A	N/A

*** If less than 2/3, please explain the organization's benefit to Greenbelt residents:**

The Indian Creek watershed starts in the city of Laurel and includes Beltsville, Greenbelt and Berwyn Heights.
Greenbelt citizens benefit from CCRIC's educational activities and from the advocacy work for a development at Greenbelt Metro that respects the creek and the neighboring communities.

7. Non-member participation. Total number of additional persons benefiting from the organization's programs as participants and spectators:

Number of Persons

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
70	40	40

% Greenbelt Residents:	% Non-Residents:
60	40

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60 + yrs.
N/A	N/A	N/A	N/A

8. Please describe the in-kind services which you anticipate requesting from the City of Greenbelt during the coming fiscal year. Note: approval of an applicant for Recognition Group status does not imply that all requests can be granted. Requests from the organization will be addressed on a case by case basis as they arise in accordance with applicable City policies and procedures.

Use of room in Greenbelt Community Center for meetings and Springhill Lake Recreation Center for special events.
Trash pickup by Public Works after cleanups.

9. Signature.

Lutz Rastaetter

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.

Signature

Lutz Rastaetter

Date

2/13/2014

Position

Treasurer

CITY OF GREENBELT

RECOGNITION GROUP APPLICATION

FOR USE BY GROUPS SEEKING NEW OR RENEWED RECOGNITION GROUP STATUS

First time applications accepted at any time.
Applications for renewal of status for the City's Fiscal Year 2015 due February 28, 2014.

Please file your application on-line by following the links at www.greenbeltmd.gov/recreation.

If this is not feasible for your organization, you may print out this pdf, request a paper copy from the Greenbelt Recreation Department business office located at 99 Centerway or call 301-397-2200. Please TYPE your application and contact your staff liaison listed below for assistance scanning the document.

Arts organizations:
contact Greenbelt's Arts Supervisor at 301.397.2208 or ndewald@greenbeltmd.gov

Sports, recreation and service groups:
contact the Assistant Director of Programs at 301.397.2200 or gvarda@greenbeltmd.gov

If any person(s) associated with your organization will be in "care and control" of minors, the organization must contact the Recreation Department for a background investigation of those individuals.

The following list is provided to assist in defining "care and control", thus determining who must undergo a background investigation prior to volunteering in an activity or program. This list is not all-inclusive; rather, it serves as a guide.

Volunteers who serve as: Head & Assistant Coaches, Instructors & Assistant Instructors, those who have care, custody or control of children, those who provide direct service on an ongoing basis for a program, those who meet in a one-on-one setting with participants and those who have access to confidential information.

Instructions

A. **Review the Policy and Information Guide for Recognition and Contribution Groups.** This guide contains important information about Recognition Group privileges, restrictions, eligibility and application procedures. **All Recognition Groups must comply with the terms of this publication.**
B. This application must be completed in its entirety. You may enter "N/A" for any individual line item which is not applicable to your organization.

1. **Name of organization:** Greenbelt Volksmarchers, Inc. **Year of founding:** 1985

   Please check one: _____ **new application** ✓ **application for renewal of status**

2. **Contact person:** Name Salva J. Holloman Position President
   Telephone 301-937-3549 E-mail mcjohnh@verizon.net

3. **Organization's mailing address** (not a City of Greenbelt facility):
   4617 Lincoln Ave., Beltsville, MD 20705

4. **Purpose of organization:**

to keep everyone fit & healthy. Above all we want everyone to have fun.

5. **Description of group's activities:** Please list here or attach a schedule of activities sponsored by the group during the current fiscal year (July 1, 2013 – June 30, 2014). Be sure to indicate which activities took place in Greenbelt.

We coincided one of our walks w/ Greenbelt Day. We had over 100 walkers. We also had one in College Park & had 125 walkers.. alot of new ones.

6. **Membership.** Include projections and estimates as needed.

Number of members:

July 2012-June 2013 33 July 2013-June 2014 35 July 2014-June 2015 40

% Greenbelt Residents: 65 * % Non-Residents: 35

% ages 12 and under 10 % 13-17 yrs. 5 % 18-59 yrs. 30 % 60+ yrs. 55

If less than 2/3, please explain the organization's benefit to Greenbelt residents:

7. **Non-member participation.** Total number of *additional* persons benefiting from the organization's programs as participants and spectators:

Number of persons:

July 2012-June 2013 300 July 2013-June 2014 275 July 2014-June 2015

% Greenbelt Residents: 70% % Non-Residents: 30%

% ages 12 and under 15 % 13-17 yrs. 10 % 18-59 yrs. 50 % 60+ yrs. 25

8. **Request for support.** Please describe the in-kind services which you anticipate requesting from the City of Greenbelt during the coming fiscal year. *Note: approval of an applicant for Recognition Group status does not imply that all requests can be granted. Requests from the organization will be addressed on a case by case basis as they arise in accordance with applicable City policies and procedures.*

A meeting room upon request. Also to continue using Aquatic Center for start point for our year Round. Copies to be made for our brochures & start up info-directions.

9. **Signature.**

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. **By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.**

Signature Salva J. Hallman Date Feb. 24, 2014

Printed Name SALVA J. HOLLOMAN Position President

Print

Recognition Group Application - Submission #2250

Date Submitted: 3/17/2014

First time applications accepted at any time. Applications for renewal of status for the City's Fiscal Year 2015 due February 28, 2014.

Please file your application by using this form.

If this is not feasible for your organization, you may request a paper copy from the Greenbelt Recreation Department business office located at 99 Centerway or call 301-397-2200. Please TYPE your application and contact your staff liaison listed below for assistance scanning the document.

Arts organizations:

contact Greenbelt's Arts Supervisor at 301.397.2208 or ndewald@greenbeltmd.gov

Sports, recreation and service groups:

contact the Assistant Director of Programs at 301.397.2200 or gvarda@greenbeltmd.gov

Background Investigations

If any person(s) associated with your organization will be in "care and control" of minors, the organization must contact the Recreation Department for a background investigation of those individuals. The following list is provided to assist in defining "care and control", thus determining who must undergo a background investigation prior to volunteering in an activity or program. This list is not all-inclusive; rather, it serves as a guide. Volunteers who serve as: Head & Assistant Coaches, Instructors & Assistant Instructors, those who have care, custody or control of children, those who provide direct service on an ongoing basis for a program, those who meet in a one-on-one setting with participants and those who have access to confidential information.

Instructions

A. Review the Policy and Information Guide for Recognition and Contribution Groups. This guide contains important information about Recognition Group privileges, restrictions, eligibility and application procedures. All Recognition Groups must comply with the terms of this publication.

Recognition and Contribution Group
Policy Guide

B. This application must be completed in its entirety. You may enter "N/A" for any individual line item which is not applicable to your organization.

1. Name of organization:

Greenbelt Climate Action Network

Year of founding:

2006

Please Check One:

☐ New Application

☑ Application for Renewal of Status

2. Contact Person

Position

Program Coordinator

Telephone

301-345-2234

E-mail

lore@simplicity-matters.org

3. Organization's Mailing Address

2 Gardenway Unit R, Greenbelt, MD 20770

(not a City of Greenbelt facility):

4. Purpose of Organization:

GCAN's mission is to educate residents about climate change, how they can change their behavior and take action.

5. Description of group's activities:

From September to June monthly meetings are held at the Greenbelt Community Center on the first Wednesday of the month. We also sponsor discussion circles in private homes.

Please list here or upload a schedule of activities sponsored by the group during the current fiscal year (July 1, 2013 – June 30, 2014). Be sure to indicate which activities took place in Greenbelt.

Upload a schedule (optional)

Browse...

6. Membership. Include projections and estimates as needed.

Number of Members

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
120	130	140

% Greenbelt Residents *	% Non-Residents
75%	25%

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60+ yrs.
		75%	25%

* If less than 2/3, please explain the organization's benefit to Greenbelt residents:

7. Non-member participation. Total number of additional persons benefiting from the organization's programs as participants and spectators:

Number of Persons

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
10	10	10

% Greenbelt Residents:	% Non-Residents:
50%	50%

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60 + yrs.
		100%	

8. Please describe the in-kind services which you anticipate requesting from the City of Greenbelt during the coming fiscal year. Note: approval of an applicant for Recognition Group status does not imply that all requests can be granted. Requests from the organization will be addressed on a case by case basis as they arise in accordance with applicable City policies and procedures.

Use of a room with table and chairs. That is all.

9. Signature.

Lore Lyon Rosenthal

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. By signing this application, I certify that the organization's leaders

have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.

Signature

Lore Lyon Rosenthal

Date

3/17/14

Position

Program Coordinator

Greenbelt Community Development Corporation

2011

2. Contact Person

Name

Barbara Simon

Position

Pres.

Telephone

(301)474-2192

E-mail

simongava@yahoo.com

3. Organization's Mailing Address

c/o Peter May, 19Q Ridge Road, Greenbelt, MD 20770

(not a City of Greenbelt facility):

4. Purpose of Organization:

Our mission is to enhance the Greenbelt community and its various neighborhoods, by improving all aspects of life for its residents, business owners, and visitors. We are committed to economic development, to the preservation and enhancement of diverse neighborhood assets, to environmental quality, and to building partnerships with others to support our mission.

5. Description of group's activities:

All activities took place in Greenbelt.
Labor Day Weekend, 2013 - sponsored Tiffany Taylor, vegan food stand, at festival
Annual Members Meeting, Oct. 26, 2013
Community stand at Farmers Market, Nov. 17, to start donation drive for reel-to-reel projectors for movie theater in Roosevelt Center
Sponsored free film screenings at movie theater in RC to support donation drive for reel-to-reel projectors
Retreat for Board members to discuss goals etc. March 30, 2014

Please list here or upload a schedule of activities sponsored by the group during the current fiscal year (July 1, 2013 – June 30, 2014). Be sure to indicate which activities took place in Greenbelt.

Upload a schedule (optional)

Browse...

6. Membership. Include projections and estimates as needed.

Number of Members

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
30	35	30

% Greenbelt Residents *	% Non-Residents
99	1

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60+ yrs.
0	0	80	20

* If less than 2/3, please explain the organization's benefit to Greenbelt residents:

7. Non-member participation. Total number of additional persons benefiting from the organization's programs as participants and spectators:

Number of Persons

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
50	100+	200+

% Greenbelt Residents:	% Non-Residents:
95	5

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60 + yrs.
5	5	70	20

8. Please describe the in-kind services which you anticipate requesting from the City of Greenbelt during the coming fiscal year. Note: approval of an applicant for Recognition Group status does not imply that all requests can be granted. Requests from the organization will be addressed on a case by case basis as they arise in accordance with applicable City policies and procedures.

We would like to be able to continue to use meeting space in city buildings and inclusion in city listings.

9. Signature.

Barbara Simon

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.

Signature

Barbara Simon

Date

Feb. 21, 2014

Position

Pres.

Print

Recognition Group Application - Submission #2336

Date Submitted: 3/26/2014

First time applications accepted at any time. Applications for renewal of status for the City's Fiscal Year 2015 due February 28, 2014.

Please file your application by using this form.

If this is not feasible for your organization, you may request a paper copy from the Greenbelt Recreation Department business office located at 99 Centerway or call 301-397-2200. Please TYPE your application and contact your staff liaison listed below for assistance scanning the document.

Arts organizations:

contact Greenbelt's Arts Supervisor at 301.397.2208 or ndewald@greenbeltmd.gov

Sports, recreation and service groups:

contact the Assistant Director of Programs at 301.397.2200 or gvarda@greenbeltmd.gov

Background Investigations

If any person(s) associated with your organization will be in "care and control" of minors, the organization must contact the Recreation Department for a background investigation of those individuals. The following list is provided to assist in defining "care and control", thus determining who must undergo a background investigation prior to volunteering in an activity or program. This list is not all-inclusive; rather, it serves as a guide. Volunteers who serve as: Head & Assistant Coaches, Instructors & Assistant Instructors, those who have care, custody or control of children, those who provide direct service on an ongoing basis for a program, those who meet in a one-on-one setting with participants and those who have access to confidential information.

Instructions

A. Review the Policy and Information Guide for Recognition and Contribution Groups. This guide contains important information about Recognition Group privileges, restrictions, eligibility and application procedures. All Recognition Groups must comply with the terms of this publication.

Recognition and Contribution Group
Policy Guide

B. This application must be completed in its entirety. You may enter "N/A" for any individual line item which is not applicable to your organization.

1. Name of organization:

Greenbelt Community Foundation (GCF)

Year of founding:

2006

Please Check One:

☐ New Application

☑ Application for Renewal of Status

2. Contact Person

Position

Chair GCF Advisory Board

Telephone

301-982-8993

E-mail

rdbates@verizon.net

3. Organization's Mailing Address

P.O. Box 234 Greenbelt, Maryland 20770

(not a City of Greenbelt facility):

4. Purpose of Organization:

The mission of the Greenbelt Community Foundation is to maintain, improve, and enrich the quality of life in Greenbelt. The Foundation promotes cooperative endeavors and undertakes projects that celebrate, respect, and build upon the legacy and ideals of Greenbelt: cooperation, citizen involvement, collaborative self-sufficiency, community participation.

5. Description of group's activities:

We fund projects and activities undertaken by local non-profits or co-operatives in Greenbelt which benefit members of the Greenbelt community. We have two grant cycles each year; our grants range from $500 -$5000. We are currently soliciting applications for our Spring cycle and should announce new awards in June.

Please list here or upload a schedule of activities sponsored by the group during the current fiscal year (July 1, 2013 – June 30, 2014). Be sure to indicate which activities took place in Greenbelt.

Upload a schedule (optional)

Grants Awarded in 2013.docx

6. Membership. Include projections and estimates as needed.

Number of Members

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015

% Greenbelt Residents *

% Non-Residents

% ages 12 & under | % 13-17 yrs. | % 18-59 yrs. | % 60+ yrs.

* If less than 2/3, please explain the organization's benefit to Greenbelt residents:

GCF provides critical support for worthwhile initiatives by cooperatives and community groups that make Greenbelt special. The Foundation invests in the arts, education, community enhancement and the environment to fulfill the original vision of Greenbelt. We have a broad donor base, both in and out of Greenbelt, including individuals and businesses, a 9 member volunteer Advisory Board but no membership per se. We have awarded over $113,000 to more than 28 local organizations since 2007.

7. Non-member participation. Total number of additional persons benefiting from the organization's programs as participants and spectators:

Number of Persons

July 2012-June 2013 | July 2013-June 2014 | July 2014-June 2015

% Greenbelt Residents: | % Non-Residents:

% ages 12 & under | % 13-17 yrs. | % 18-59 yrs. | % 60 + yrs.

8. Please describe the in-kind services which you anticipate requesting from the City of Greenbelt during the coming fiscal year. Note: approval of an applicant for Recognition Group status does not imply that all requests can be granted. Requests from the organization will be addressed on a case by case basis as they arise in accordance with applicable City policies and procedures.

We appreciate being able to use space in the Community Center for our meetings as well as for our award events and workshops. We have also used the community space at Schrom Hills Park as well as at the Springhill Lake Recreation Center. Attendance is variable depending on the activity but generally open to the public.

9. Signature.

Dorothy H. Bates

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.

Signature

Dorothy H Bates

Date

March 26, 2014

Position

Chair GCF Advisory Board

CITY OF GREENBELT

RECOGNITION GROUP APPLICATION

FOR USE BY GROUPS SEEKING NEW OR RENEWED RECOGNITION GROUP STATUS

First time applications accepted at any time.
Applications for renewal of status for the City's Fiscal Year 2015 due February 28, 2014.

Please file your application on-line by following the links at www.greenbeltmd.gov/recreation.

If this is not feasible for your organization, you may print out this pdf, request a paper copy from the Greenbelt Recreation Department business office located at 99 Centerway or call 301-397-2200. Please TYPE your application and contact your staff liaison listed below for assistance scanning the document.

Arts organizations:
contact Greenbelt's Arts Supervisor at 301.397.2208 or ndewald@greenbeltmd.gov

Sports, recreation and service groups:
contact the Assistant Director of Programs at 301.397.2200 or gvarda@greenbeltmd.gov

If any person(s) associated with your organization will be in "care and control" of minors, the organization must contact the Recreation Department for a background investigation of those individuals.

The following list is provided to assist in defining "care and control", thus determining who must undergo a background investigation prior to volunteering in an activity or program. This list is not all-inclusive; rather, it serves as a guide.

Volunteers who serve as: Head & Assistant Coaches, Instructors & Assistant Instructors, those who have care, custody or control of children, those who provide direct service on an ongoing basis for a program, those who meet in a one-on-one setting with participants and those who have access to confidential information.

Instructions

A. **Review the Policy and Information Guide for Recognition and Contribution Groups.** This guide contains important information about Recognition Group privileges, restrictions, eligibility and application procedures. **All Recognition Groups must comply with the terms of this publication.**
B. This application must be completed in its entirety. You may enter "N/A" for any individual line item which is not applicable to your organization.

1. **Name of organization:** Greenbelt Community Garden Club **Year of founding:** 1938

   Please check one: _____ **new application** ✓ **application for renewal of status**

2. **Contact person:** Name Martha Tomecek Position President
   Telephone 301 614 0691 E-mail marthatomecek@yahoo.com

3. **Organization's mailing address** (not a City of Greenbelt facility):
   11A Laurel Hill Rd Greenbelt MD 20770

4. **Purpose of organization:**

Continue and foster and share knowledge of garden techniques and sustainable practices. Promote a love of gardening among amateurs.

5. **Description of group's activities:** Please list here or attach a schedule of activities sponsored by the group during the current fiscal year (July 1, 2013 – June 30, 2014). Be sure to indicate which activities took place in Greenbelt.

Labor Day booth, Fall Fest booth, Garden Cleanups, Plot Assignment meetings, general membership meeting, meetings with city council, public works, planning, museum presentations

6. **Membership:** Include projections and estimates as needed.

Number of members:

July 2012-June 2013 75 July 2013-June 2014 150 July 2014-June 2015 150

% Greenbelt Residents: 98 * % Non-Residents: 2 %

% ages 12 and under ____ % 13-17 yrs. ____ % 18-59 yrs. 90 % 60+ yrs. 10

If less than 2/3, please explain the organization's benefit to Greenbelt residents:

7. **Non-member participation.** Total number of *additional* persons benefiting from the organization's programs as participants and spectators:

Number of persons:

July 2012-June 2013 35 July 2013-June 2014 121 July 2014-June 2015 130

% Greenbelt Residents: 80% % Non-Residents: 20%

% ages 12 and under 25 % 13-17 yrs. 20 % 18-59 yrs. 35 % 60+ yrs. 20

8. **Request for support.** Please describe the in-kind services which you anticipate requesting from the City of Greenbelt during the coming fiscal year. *Note: approval of an applicant for Recognition Group status does not imply that all requests can be granted. Requests from the organization will be addressed on a case by case basis as they arise in accordance with applicable City policies and procedures.*

Public works support for tree maintenance, trash removal, compost from Northway, brush removal. Technical Support and advice from public works

9. **Signature.**

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. **By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.**

Signature Martha Tomecek Date 2-27-14

Printed Name Martha Tomecek Position President

Print

Recognition Group Application - Submission #2114

Date Submitted: 2/28/2014

First time applications accepted at any time. Applications for renewal of status for the City's Fiscal Year 2015 due February 28, 2014.

Please file your application by using this form.

If this is not feasible for your organization, you may request a paper copy from the Greenbelt Recreation Department business office located at 99 Centerway or call 301-397-2200. Please TYPE your application and contact your staff liaison listed below for assistance scanning the document.

Arts organizations:

contact Greenbelt's Arts Supervisor at 301.397.2208 or ndewald@greenbeltmd.gov

Sports, recreation and service groups:

contact the Assistant Director of Programs at 301.397.2200 or gvarda@greenbeltmd.gov

Background Investigations

If any person(s) associated with your organization will be in "care and control" of minors, the organization must contact the Recreation Department for a background investigation of those individuals. The following list is provided to assist in defining "care and control", thus determining who must undergo a background investigation prior to volunteering in an activity or program. This list is not all-inclusive; rather, it serves as a guide. Volunteers who serve as: Head & Assistant Coaches, Instructors & Assistant Instructors, those who have care, custody or control of children, those who provide direct service on an ongoing basis for a program, those who meet in a one-on-one setting with participants and those who have access to confidential information.

Instructions

A. Review the Policy and Information Guide for Recognition and Contribution Groups. This guide contains important information about Recognition Group privileges, restrictions, eligibility and application procedures. All Recognition Groups must comply with the terms of this publication.

Recognition and Contribution Group
Policy Guide

B. This application must be completed in its entirety. You may enter "N/A" for any individual line item which is not applicable to your organization.

1. Name of organization:

Greenbelt Dog Park Association

Year of founding:

1996

Please Check One:

☐ New Application

☑ Application for Renewal of Status

2. Contact Person

Position

Director

Telephone

(301) 345-3791

E-mail

marjoriewhitacre@mris.com

3. Organization's Mailing Address

c/o 7313 Morrison Drive, Greenbelt, MD 20770

(not a City of Greenbelt facility):

4. Purpose of Organization:

To provide a safe environment for dogs to socialize and exercise off-leash. It also provides their owners the opportunity to exchange information re training and responsible ownership.

5. Description of group's activities:

No formal activities. On a daily basis year-round from early a.m. through late evening. the Dog Park is used by both members and non-member residents. The Dog Park continues to be a popular Park as evidenced by its continued year-round use and popularity. All users are very appreciative of the City's care and maintenance of the Park.

Please list here or upload a schedule of activities sponsored by the group during the current fiscal year (July 1, 2013 – June 30, 2014). Be sure to indicate which activities took place in Greenbelt.

Upload a schedule (optional)

Browse...

6. Membership. Include projections and estimates as needed.

Number of Members

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
275+/-	285+/-	300+/-

% Greenbelt Residents *

100%

% Non-Residents

n/a

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60+ yrs.
-	5%	55%	40%

* If less than 2/3, please explain the organization's benefit to Greenbelt residents:

7. Non-member participation. Total number of additional persons benefiting from the organization's programs as participants and spectators:

Number of Persons

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
20	25	30

% Greenbelt Residents:	% Non-Residents:
85%	15%

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60 + yrs.
-	-	65%	35%

8. Please describe the in-kind services which you anticipate requesting from the City of Greenbelt during the coming fiscal year. Note: approval of an applicant for Recognition Group status does not imply that all requests can be granted. Requests from the organization will be addressed on a case by case basis as they arise in accordance with applicable City policies and procedures.

We request the City continue to provide meeting space for our organization. We also request continued assistance from the City by providing regular maintenance of the Dog Park. This includes trash removal, mowing and replenishing the grass as well as the mulch and/or pea gravel as needed.

A special thanks to the employees of the Public Works Department for the Park's continued maintenance. It's a wonderful facility and the canines and humans appreciate all they do!

Thank you.

9. Signature.

Marjorie M. Whitacre

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.

Signature

Marjorie M. Whitacre

Date

February 28, 2014

Position

Director

Print

Recognition Group Application - Submission #2355

Date Submitted: 3/27/2014

First time applications accepted at any time. Applications for renewal of status for the City's Fiscal Year 2015 due February 28, 2014.

Please file your application by using this form.

If this is not feasible for your organization, you may request a paper copy from the Greenbelt Recreation Department business office located at 99 Centerway or call 301-397-2200. Please TYPE your application and contact your staff liaison listed below for assistance scanning the document.

Arts organizations:

contact Greenbelt's Arts Supervisor at 301.397.2208 or ndewald@greenbeltmd.gov

Sports, recreation and service groups:

contact the Assistant Director of Programs at 301.397.2200 or gvarda@greenbeltmd.gov

Background Investigations

If any person(s) associated with your organization will be in "care and control" of minors, the organization must contact the Recreation Department for a background investigation of those individuals. The following list is provided to assist in defining "care and control", thus determining who must undergo a background investigation prior to volunteering in an activity or program. This list is not all-inclusive; rather, it serves as a guide. Volunteers who serve as: Head & Assistant Coaches, Instructors & Assistant Instructors, those who have care, custody or control of children, those who provide direct service on an ongoing basis for a program, those who meet in a one-on-one setting with participants and those who have access to confidential information.

Instructions

A. Review the Policy and Information Guide for Recognition and Contribution Groups. This guide contains important information about Recognition Group privileges, restrictions, eligibility and application procedures. All Recognition Groups must comply with the terms of this publication.

Recognition and Contribution Group
Policy Guide

B. This application must be completed in its entirety. You may enter "N/A" for any individual line item which is not applicable to your organization.

1. Name of organization:

Greenbelt Farmers Market

Year of founding:

2008

Please Check One:

☐ New Application

☑ Application for Renewal of Status

2. Contact Person

Position

Treasurer

Telephone

301-474-0490

E-mail

info@greenbeltfarmersmarket.org

3. Organization's Mailing Address

166 Research Road, Greenbelt, MD 20770

(not a City of Greenbelt facility):

4. Purpose of Organization:

Sponsorship of a weekly seasonal Farmer's Market in Greenbelt

5. Description of group's activities:

Facilitation of a supply of fresh, locally-produced foods and other consumables and a more direct connection between local farmers and the Greenbelt community. The market runs from May 11 through Thanksgiving with one additional market (date TBD) celebrating the December holidays.

Please list here or upload a schedule of activities sponsored by the group during the current fiscal year (July 1, 2013 – June 30, 2014). Be sure to indicate which activities took place in Greenbelt.

Upload a schedule (optional)

Browse...

6. Membership. Include projections and estimates as needed.

Number of Members

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
30 active volunteers	30 active volunteers	30 active volunteers

% Greenbelt Residents *	% Non-Residents
90%	10%

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60+ yrs.
0	0	50	50

* If less than 2/3, please explain the organization's benefit to Greenbelt residents:

7. Non-member participation. Total number of additional persons benefiting from the organization's programs as participants and spectators:

Number of Persons

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
750 - 1200 weekly	750 - 1200 weekly	750 - 1200 weekly

% Greenbelt Residents:	% Non-Residents:
90	10

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60 + yrs.
10	5	45	40

8. Please describe the in-kind services which you anticipate requesting from the City of Greenbelt during the coming fiscal year. Note: approval of an applicant for Recognition Group status does not imply that all requests can be granted. Requests from the organization will be addressed on a case by case basis as they arise in accordance with applicable City policies and procedures.

We will need occasional meeting rooms. We also use the parking lot behind the New Deal cafe each Sunday the market is in operation. During that time we request that the city set out trash barrels and traffic control barrels and enforce the no-parking requirement.

9. Signature.

Catherine A. Meetre

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing

body of the applicant organization. By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.

Signature

Catherine A. Meetre

Date

March 27, 2013

Position

Treasurer

Greenbelt Homeschool Learning Collaborative

2010

2. Contact Person

Name

Leah Cohen

Position

Co-Founder

Telephone

301-220-1361

E-mail

rutabaga@gmail.com

3. Organization's Mailing Address

4-D Hillside Road, Greenbelt MD 20770

(not a City of Greenbelt facility):

4. Purpose of Organization:

The Greenbelt Homeschool Learning Collaborative is for families in and near Greenbelt who are seeking homeschool-friendly local resources and activities, and for organizations who provide such activities to get the word out about their programs.

5. Description of group's activities:

-Web group that disseminates information about local classes and activities.
-Homeschool "get togethers" at the pool, library and playgrounds
- Individual classes held in Greenbelt:
  -Homeschool Botany, held at Club 125 (Fall 2013)
  -Homeschool Painting, held at Greenbelt Community Church (Spring 2013)
  -Maps and Myths, held at Greenbelt home (Fall 2013/Winter 2014)
- Cooperative Classes, held at Greenbelt Community Church on Tuesdays from 10-3 (Spring 2011-2012)

Please list here or upload a schedule of activities sponsored by the group during the current fiscal year (July 1, 2013 – June 30, 2014). Be sure to indicate which activities took place in Greenbelt.

Upload a schedule (optional)

Browse...

6. Membership. Include projections and estimates as needed.

Number of Members

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
45	55	65

% Greenbelt Residents *	% Non-Residents
Not known	Not known

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60+ yrs.
50-75%		25-50%	

*** If less than 2/3, please explain the organization's benefit to Greenbelt residents:**

We focus on sponsoring and supporting classes for homeschoolers that are located in Greenbelt and the near vicinity. This helps to build a vibrant, multi-age community of homeschool learning families. It makes more opportunities available for children who live in Greenbelt and establishes strong ties with the larger community.

7. Non-member participation. Total number of additional persons benefiting from the organization's programs as participants and spectators:

Number of Persons

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
10	10	10

% Greenbelt Residents:	% Non-Residents:
50%	50%

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60 + yrs.
50-75%		25-50%	

8. Please describe the in-kind services which you anticipate requesting from the City of Greenbelt during the coming fiscal year. Note: approval of an applicant for Recognition Group status does not imply that all requests can be granted. Requests from the organization will be addressed on a case by case basis as they arise in accordance with applicable City policies and procedures.

We do not anticipate requesting any in-kind services.

9. Signature.

Leah Cohen

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.

Signature

Leah Cohen

Date

2/7/14

Position

Co-Founder

GIVES (Greenbelt Intergenerational Volunteer Exchange Service

1995

2. Contact Person

Name

Jean Cook

Position

President

Telephone

3013452597

E-mail

eljmcook@verizon.net

3. Organization's Mailing Address

101 Tamarisk Court, Greenbelt, MD 20770

(not a City of Greenbelt facility):

4. Purpose of Organization:

The purpose of the organization is to develop a pool of volunteers who respond to needs of members, especially the home-bound and elderly. Services include laundry, minor repairs, transportation, pet care, sewing, shopping, telephone assistance and yard work. We also work with AARP to sponsor a Drivers Class and to set up appointments for tax preparation.

5. Description of group's activities:

The group meets quarterly in the Community Center. The office in the Senior Lounge is staffed five days a week from ten to noon and one to three.

Please list here or upload a schedule of activities sponsored by the group during the current fiscal year (July 1, 2013 – June 30, 2014). Be sure to indicate which activities took place in Greenbelt.

Upload a schedule (optional)

Browse...

6. Membership. Include projections and estimates as needed.

Number of Members

July 2012-June 2013 **July 2013-June 2014** **July 2014-June 2015**

220	225	227

% Greenbelt Residents *	% Non-Residents
100	0

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60+ yrs.
0	0	30 percent	70 percent

* If less than 2/3, please explain the organization's benefit to Greenbelt residents:

7. Non-member participation. Total number of additional persons benefiting from the organization's programs as participants and spectators:

Number of Persons

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
0	0	0

% Greenbelt Residents:	% Non-Residents:
100	0

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60 + yrs.

8. Please describe the in-kind services which you anticipate requesting from the City of Greenbelt during the coming fiscal year. Note: approval of an applicant for Recognition Group status does not imply that all requests can be granted. Requests from the organization will be addressed on a case by case basis as they arise in accordance with applicable City policies and procedures.

We request a continued use of space in the Senior Lounge at the Community Center and of telephone service.

9. Signature.

Jean Cook

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.

Signature

Jean Cook

Date

February 5, 2014

Position

president

Greenbelt Pottery Group	2001

2. Contact Person

Name	Position
Judith Kornett	director

Telephone	E-mail
301-474-0879	judithkornettarts@gmail.com

3. Organization's Mailing Address

7-D Plateau Place, Greenbelt Maryland 20770

(not a City of Greenbelt facility):

4. Purpose of Organization:

1.To Support the ceramic studio in the past the group has provided ceramic equipment and tools. It will continue to help arrange and plan workshops.
2.To provide a forum for students to share tips and techniques with one another.
3. To raise money for "Help By Phone" by holding the charity event EMPTY BOWLS with the Greenbelt Community Church.

5. Description of group's activities:

1. We meet approximately 4 times a year to share our work with each other and plan for events.
2. We display student work in the hallway showcases to help promote the center's ceramics classes.
3. We search for and invite outside artists to present workshops aimed at increasing everyones expertise in the ceramic arts.
4. We sponsor a booth at the Festival of Lights, at which participants may sell their ceramic wares.
5. We are currently planning for a spring ceramic sale to be held at the community center a workshop to be held in the spring, open mini-workshops to be taught by our members and next years festival of lights.
All of these activities have or will take place in Greenbelt

Please list here or upload a schedule of activities sponsored by the group during the current fiscal year (July 1, 2013 – June 30, 2014). Be sure to indicate which activities took place in Greenbelt.

Upload a schedule (optional)

Browse...

6. Membership. Include projections and estimates as needed.

Number of Members

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
40	45	

% Greenbelt Residents *	% Non-Residents
40	60

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60+ yrs.
0	0	75	25

*** If less than 2/3, please explain the organization's benefit to Greenbelt residents:**

The group supports the ceramics classes at the Greenbelt Community Center, which are largely adult oriented

7. Non-member participation. Total number of additional persons benefiting from the organization's programs as participants and spectators:

Number of Persons

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
200	200	200

% Greenbelt Residents:	% Non-Residents:
80	20

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60 + yrs.
15	15	35	35

8. Please describe the in-kind services which you anticipate requesting from the City of Greenbelt during the coming fiscal year. Note: approval of an applicant for Recognition Group status does not imply that all requests can be granted. Requests from the organization will be

addressed on a case by case basis as they arise in accordance with applicable City policies and procedures.

1. Use of hallway display cases for display of student work.
2. Use of lockers for storage of student supplies and tools.
3. Use of ceramic studios for occasional workshops.
4. Use of other rooms in the building for occasional meetings.
5. Discounted booth space at the festival of lights.

9. Signature.

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.

Signature

Judith Kornett

Date

February 13,2014

Position

Director

Print

Recognition Group Application - Submission #2088

Date Submitted: 2/26/2014

First time applications accepted at any time. Applications for renewal of status for the City's Fiscal Year 2015 due February 28, 2014.

Please file your application by using this form.

If this is not feasible for your organization, you may request a paper copy from the Greenbelt Recreation Department business office located at 99 Centerway or call 301-397-2200. Please TYPE your application and contact your staff liaison listed below for assistance scanning the document.

Arts organizations:

contact Greenbelt's Arts Supervisor at 301.397.2208 or ndewald@greenbeltmd.gov

Sports, recreation and service groups:

contact the Assistant Director of Programs at 301.397.2200 or gvarda@greenbeltmd.gov

Background Investigations

If any person(s) associated with your organization will be in "care and control" of minors, the organization must contact the Recreation Department for a background investigation of those individuals. The following list is provided to assist in defining "care and control", thus determining who must undergo a background investigation prior to volunteering in an activity or program. This list is not all-inclusive; rather, it serves as a guide. Volunteers who serve as: Head & Assistant Coaches, Instructors & Assistant Instructors, those who have care, custody or control of children, those who provide direct service on an ongoing basis for a program, those who meet in a one-on-one setting with participants and those who have access to confidential information.

Instructions

A. Review the Policy and Information Guide for Recognition and Contribution Groups. This guide contains important information about Recognition Group privileges, restrictions, eligibility and application procedures. All Recognition Groups must comply with the terms of this publication.

Recognition and Contribution Group
Policy Guide

B. This application must be completed in its entirety. You may enter "N/A" for any individual line item which is not applicable to your organization.

1. Name of organization:

Greenbelt Pride

Year of founding:

2006

Please Check One:

☐ New Application

☑ Application for Renewal of Status

2. Contact Person

Position

Board Member

Telephone

301-474-0294

E-mail

andreaswaters@gmail.com

3. Organization's Mailing Address

38 Ridge Rd Unit F Greenbelt MD 20770

(not a City of Greenbelt facility):

4. Purpose of Organization:

To create a supportive community for gays, lesbians, bisexuals, and transgender (GLBT) people as well as straight allies living in the Greenbelt area, promoting tolerance through education, outreach, and community service.

5. Description of group's activities:

2013 Activities: February - Bowling Event in College Park, March - Member Meeting in Greenbelt, June – Pride Month picnic at Greenbelt Lake, July - Game night in Roosevelt Center in Greenbelt, August - Pool Party at Greenbelt Aquatic and Fitness Center, October – Potluck and Fire bowl gathering in Greenbelt, November - potluck and member meeting in Greenbelt Community Center, December – Greenbelt Theater outing, January 2014– Ice Skating outing to Wells Ice Rink, College Park; Regular board meetings occur in Greenbelt and are open.

Please list here or upload a schedule of activities sponsored by the group during the current fiscal year (July 1, 2013 – June 30, 2014). Be sure to indicate which activities took place in Greenbelt.

Upload a schedule (optional)

Browse...

6. Membership. Include projections and estimates as needed.

Number of Members

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
50	50	50

% Greenbelt Residents *

% Non-Residents

85	15

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60+ yrs.
15	3	65	17

* If less than 2/3, please explain the organization's benefit to Greenbelt residents:

7. Non-member participation. Total number of additional persons benefiting from the organization's programs as participants and spectators:

Number of Persons

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
300	200	200

% Greenbelt Residents:	% Non-Residents:
80	20

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60 + yrs.
25	10	50	15

8. Please describe the in-kind services which you anticipate requesting from the City of Greenbelt during the coming fiscal year. Note: approval of an applicant for Recognition Group status does not imply that all requests can be granted. Requests from the organization will be addressed on a case by case basis as they arise in accordance with applicable City policies and procedures.

Community Center Usage.

9. Signature.

Andrea S. Waters

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.

Signature

Andrea S. Waters

Date

2/26/2014

Position

President of the Board

Print

Recognition Group Application - Submission #2185

Date Submitted: 3/7/2014

First time applications accepted at any time. Applications for renewal of status for the City's Fiscal Year 2015 due February 28, 2014.

Please file your application by using this form.

If this is not feasible for your organization, you may request a paper copy from the Greenbelt Recreation Department business office located at 99 Centerway or call 301-397-2200. Please TYPE your application and contact your staff liaison listed below for assistance scanning the document.

Arts organizations:

contact Greenbelt's Arts Supervisor at 301.397.2208 or ndewald@greenbeltmd.gov

Sports, recreation and service groups:

contact the Assistant Director of Programs at 301.397.2200 or gvarda@greenbeltmd.gov

Background Investigations

If any person(s) associated with your organization will be in "care and control" of minors, the organization must contact the Recreation Department for a background investigation of those individuals. The following list is provided to assist in defining "care and control", thus determining who must undergo a background investigation prior to volunteering in an activity or program. This list is not all-inclusive; rather, it serves as a guide. Volunteers who serve as: Head & Assistant Coaches, Instructors & Assistant Instructors, those who have care, custody or control of children, those who provide direct service on an ongoing basis for a program, those who meet in a one-on-one setting with participants and those who have access to confidential information.

Instructions

A. Review the Policy and Information Guide for Recognition and Contribution Groups. This guide contains important information about Recognition Group privileges, restrictions, eligibility and application procedures. All Recognition Groups must comply with the terms of this publication.

Recognition and Contribution Group
Policy Guide

B. This application must be completed in its entirety. You may enter "N/A" for any individual line item which is not applicable to your organization.

1. Name of organization:

Greenbelt S.I.T.Y. Stars

Year of founding:

1991

Please Check One:

☐ New Application

☑ Application for Renewal of Status

2. Contact Person

Position

Head Coach

Telephone

3015036962

E-mail

kl_bradshaw@yahoo.com

3. Organization's Mailing Address

11211 Lake Overlook Place, Mitchellville, MD 20721

(not a City of Greenbelt facility):

4. Purpose of Organization:

his organization is open to youth and adults from the age of 6 to adult on a yearly basis. The school-age jumpers must maintain a 2.5 grade point average; must work cooperatively with coaches and teammates; strive to be a positive leader; practice good health habits – promising to be drug-fee, exercise and eat nutritiously as often as possible; excel in school and report to practice in a timely manner with a positive attitude and a willingness and determination to learn and advance their skills. Jumpers from the beginner to the advance level are welcome and we do not hold try-outs or cut any members, unless they are fail to abide by team policies. We do not discriminate based on race, religion, etc.; however you have to meet the grade requirement to compete in competitions. All memberships will be accepted by registration provided by the governing body of the association.

It is the purpose of this organization to:

a. To organize and safely operate a family-oriented jump rope team in Greenbelt, MD year-round for the enjoyment of its residents.

b. To offer a quality jump rope program that not only develops technical jumping skills but also promotes fitness and teamwork, builds self esteem, develops confidence and leadership skills and encourages good sportsmanship.

c. To provide a forum through which jumpers can train, develop, exchange ideas, information and experience in the sport of Jump Rope and fitness.

d. To encourage the athletic development of the participants through fitness education and training, exhibitions and competition.

e. To promote activities, training workshops and performances which further develop the expertise and abilities of the community and members.

f. To encourage civic spirit and unity through community-wide participation.

5. Description of group's activities:

Training involves intense, aerobic endurance workouts which include Single Rope Jumping, Double Dutch Turning & Jumping, Stretching, Toning, Jogging, Calisthenics and Tumbling. The participant will jump rope in a challenging and goal-oriented environment while learning and practicing goal setting, self discipline, teamwork and physical fitness. In addition, each child will develop leadership skills and learn the importance of discipline and dedication. Jumpers train two to four times per week for 2 to 4 hours per practice working to perfect routines, speed, endurance, technique, strength, and freestyle skills to prepare for shows, demonstrations, competitions and just to be fit.

Please list here or upload a schedule of activities sponsored by the group during the current fiscal year (July 1, 2013 – June 30, 2014). Be sure to indicate which activities took place in Greenbelt.

Upload a schedule (optional)

GSS Activities.doc

6. Membership. Include projections and estimates as needed.

Number of Members

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
37	33	40

% Greenbelt Residents *	% Non-Residents
55%	45%

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60+ yrs.
65	30	5	

*** If less than 2/3, please explain the organization's benefit to Greenbelt residents:**

The program has been offered and advertised in Greenbelt for many years as a fitness tool and postive actitivity for the youth of Greenbelt. The team performs and competes across the country and has exhausted many efforts in trying to get the youth of Greenbelt involved - even offering free classes and training. This is an awesome sport! Here is why.

Jump Rope:
- builds self-esteem;
- encourages discipline and develops teamwork skills;
- develops confidence and leadership skills;
- increases strength;
- improves balance and coordination and cardiovascular endurance;
- offers an opportunity for kids to travel the world and exhibit their skills; and
- fosters sportsmanship, and new friendships and bonds.

7. Non-member participation. Total number of additional persons benefiting from the organization's programs as participants and spectators:

Number of Persons

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
5,000	3,000	5,000

% Greenbelt Residents:	% Non-Residents:
30%	70%

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60 + yrs.
30%	30%	30%	10%

8. Please describe the in-kind services which you anticipate requesting from the City of Greenbelt during the coming fiscal year. Note: approval of an applicant for Recognition Group status does not imply that all requests can be granted. Requests from the organization will be addressed on a case by case basis as they arise in accordance with applicable City policies and procedures.

Continued use of gym space at Springhill Lake Recreation Center and Greenbelt Youth Center for practice, workshops and shows.

9. Signature.

Kimberly Bradshaw

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.

Signature	Date
Kimberly Bradshaw	3/5/14

Position

Head Coach & President

Greenbelt Soccer Alliance, Inc	2010

2. Contact Person

Name	Position
David Whiteman	President

Telephone	E-mail
301 345 1150	dnwhiteman@greenbeltsoccer.org

3. Organization's Mailing Address

10 Olivewood Ct, Greenbelt MD 20770

(not a City of Greenbelt facility):

4. Purpose of Organization:

We offer US Youth Soccer and US Soccer Federation opportunities to local players. We follow the guidelines of US Youth Soccer and US Soccer Federation in how we design our programs. Those guidelines have been developed based on the developmental needs of children and briefly are to
1) use small-sided soccer up to U12
2) delay the use of standings until at least U12
3) guarantee minimum playing time of 50%
4) place the priority on coaching for development vs coaching to win at the youth levels
5) use activities that permit each child to participate at their current performance level without excluding any child.

5. Description of group's activities:

We organize teams and play in local leagues. We offer both recreational soccer and travel soccer and now participate in 4 local leagues: PGSI, Takoma, AAYSA and BBSL. Most practices are in Greenbelt. We also have made use of Robert Goddard School fields to offer more practice time and to alleviate the problem with wetness at Northway field.

Fall, 2013 soccer season practices: approximately 24 hours of practice each for approximately 80 players. Spring season games: in Hyattsville or Takoma Park/Silver Spring. Summer soccer: approximately 60 games hosted in Greenbelt at Mandan Field. Fall 2013 Soccer season practices: approximately 24 hours of practice each for approximately 80 players. Fall season games: in Hyattsville, Takoma Park/Silver Spring, Anne Arundel County and throughout the area in BBSL.

Beginning in the fall of 2013, we have added selected teams that follow a 4 season program (with breaks). The program includes summer, fall, winter, spring seasons, professional training, tournaments. These teams play at a higher level than recreational teams and involve selection. Following USSF guidelines, we do not intend to support selected teams prior to U12.

Home games for the boys U13 travel team are at Mandan field bringing travel level soccer to Greenbelt for the first time. To support these activities, we sought and received funds from local businesses which enabled us to purchase 2 new regulation size goals for Mandan field. The goals are available for use by all parties, but permit us to create a 100 yd long field at Mandan which is much more appropriate for a U13 age group.

Almost all practices are in Greenbelt but we also have secured practice time at Robert Goddard School for winter practices, when we are not able to get permits in Greenbelt and also for the times when Northway field is unplayable due to wetness.

We expect to host a MSYSA coach training course for the U8/U10 age group at Schrom Hills Park on March 30. The registration for this course should soon be advertised on msysa.org. This offers a 6 hour course in the methods of coaching endorsed by US Youth Soccer and the US Soccer Federation and will benefit any coach working at those age levels.

Schedule of activities

Please list here or upload a schedule of activities sponsored by the group during the current fiscal year (July 1, 2013 – June 30, 2014). Be sure to indicate which activities took place in Greenbelt.

Upload a schedule (optional)

Browse...

6. Membership. Include projections and estimates as needed.

Number of Members

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
16	14	14

% Greenbelt Residents *	% Non-Residents
75	25

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60+ yrs.
0	0	100	

*** If less than 2/3, please explain the organization's benefit to Greenbelt residents:**

Please note that "members" are defined in our bylaws as board members, coaches, assistant coaches and parent representatives. Those parents who register their players for soccer are not members, although they are encouraged to volunteer to be a parent representative which would make them a voting member of the corporation.

Below we list the number of registrations. The reduction in the number since adding selected teams is due to the fact that players who formerly might register three times in a year now register just one time for a selected team and have that cover 4 seasons of activity.

Also the percentage of Greenbelt residents participants has decreased due to the realities of fielding selected teams. We have done everything we can to reach out to Greenbelt players to fill the selected teams, but there simply are not enough players in Greenbelt to fill these teams. This is not unique to Greenbelt, but is typical of teams playing at this level.

7. Non-member participation. Total number of additional persons benefiting from the organization's programs as participants and spectators:

Number of Persons

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
270 registration	190	200

% Greenbelt Residents:	% Non-Residents:
65	35

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60 + yrs.
80	20		

8. Please describe the in-kind services which you anticipate requesting from the City of Greenbelt during the coming fiscal year. Note: approval of an applicant for Recognition Group status does not imply that all requests can be granted. Requests from the organization will be addressed on a case by case basis as they arise in accordance with applicable City policies and procedures.

We have a continuing need for equipment storage space and would be very appreciative of any space that could be made available. As it is, coaches keep equipment in attics or car trunks during the off-season and some equipment is lost or damaged due to poor care.

We will continue to request use of fields and facilities for meetings and have greatly benefited from those permits previously.

We greatly appreciate the efforts of the Rec Department to provide field permits earlier than has historically been the case. This has permitted us to host home games in Greenbelt for our U13 boys travel team.

It would benefit our operations if we could have improved communication with public works regarding lining of fields. It has at times been difficult to communicate directly with staff on this. This past season there were some unfortunate increases in labor due to those communication difficulties. Neil McConlogue, the manager of our U13 boys team, has requested by email to PRAB staff to be able to discuss this at an upcoming PRAB meeting since it was the U13 boys team that was affected.

9. Signature.

David Whiteman

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.

Signature

David Whiteman

Date

Feb 12, 2014

Position

President

Print

Recognition Group Application - Submission #2161

Date Submitted: 3/4/2014

First time applications accepted at any time. Applications for renewal of status for the City's Fiscal Year 2015 due February 28, 2014.

Please file your application by using this form.

If this is not feasible for your organization, you may request a paper copy from the Greenbelt Recreation Department business office located at 99 Centerway or call 301-397-2200. Please TYPE your application and contact your staff liaison listed below for assistance scanning the document.

Arts organizations:

contact Greenbelt's Arts Supervisor at 301.397.2208 or ndewald@greenbeltmd.gov

Sports, recreation and service groups:

contact the Assistant Director of Programs at 301.397.2200 or gvarda@greenbeltmd.gov

Background Investigations

If any person(s) associated with your organization will be in "care and control" of minors, the organization must contact the Recreation Department for a background investigation of those individuals. The following list is provided to assist in defining "care and control", thus determining who must undergo a background investigation prior to volunteering in an activity or program. This list is not all-inclusive; rather, it serves as a guide. Volunteers who serve as: Head & Assistant Coaches, Instructors & Assistant Instructors, those who have care, custody or control of children, those who provide direct service on an ongoing basis for a program, those who meet in a one-on-one setting with participants and those who have access to confidential information.

Instructions

A. Review the Policy and Information Guide for Recognition and Contribution Groups. This guide contains important information about Recognition Group privileges, restrictions, eligibility and application procedures. All Recognition Groups must comply with the terms of this publication.

Recognition and Contribution Group
Policy Guide

B. This application must be completed in its entirety. You may enter "N/A" for any individual line item which is not applicable to your organization.

1. Name of organization:

Greenbelt Tennis Association

Year of founding:

1968

Please Check One:

☐ New Application

☑ Application for Renewal of Status

2. Contact Person

Position

President

Telephone

301-345-1014

E-mail

hendersonx4@earthlink.net

3. Organization's Mailing Address

P.O. Box 594, Greenbelt, MD 20768

(not a City of Greenbelt facility):

4. Purpose of Organization:

To promote the game of tennis for the enjoyment of all ages and playing levels.

5. Description of group's activities:

Please list here or upload a schedule of activities sponsored by the group during the current fiscal year (July 1, 2013 – June 30, 2014). Be sure to indicate which activities took place in Greenbelt.

Upload a schedule (optional)

2013 Schedule of Events(list).docx

6. Membership. Include projections and estimates as needed.

Number of Members

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
103	80	unknown

% Greenbelt Residents *	% Non-Residents
30	70

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60+ yrs.
2	8	50	40

* If less than 2/3, please explain the organization's benefit to Greenbelt residents:

1) GTA PROVIDES DIRECT AND INDIRECT BENEFITS TO GREENBELT RESIDENTS BY ORGANIZING MULTIPLE TENNIS EVENTS AND OPPORTUNITES TO RECREATE AND SPECTATE. GTA HAS ALSO PROVIDED EQUIPMENT SUCH AS: SCOREKEEPERS, HALF-COURT NETS AND RACKETS FOR KIDS, BROOMS, ETC. AND PLANS TO PURCHASE OTHER ITEMS AS THE BUDGET PERMITS

2) GREENBELT RESIDENT TENNIS PLAYERS REQUIRE OPPONENTS FROM OUTSIDE GREENBELT IN ORDER TO HAVE ENOUGH PLAYERS TO COMPETE AT ALL LEVELS.

3) NON-RESIDENTS PAY HIGHER FEES FOR MEMBERSHIP AND TO PLAY IN OUR EVENTS THAN RESIDENTS

7. Non-member participation. Total number of additional persons benefiting from the organization's programs as participants and spectators:

Number of Persons

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
300	300	300

% Greenbelt Residents:	% Non-Residents:
80	20

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60 + yrs.
5	15	50	30

8. Please describe the in-kind services which you anticipate requesting from the City of Greenbelt during the coming fiscal year. Note: approval of an applicant for Recognition Group status does not imply that all requests can be granted. Requests from the organization will be addressed on a case by case basis as they arise in accordance with applicable City policies and procedures.

USE OF BRADEN FIELD TENNIS COURTS FOR SCHEDULED TORUNAMENTS AND SOCIALS

9. Signature.

Theresa Henderson

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.

Signature

Theresa Henderson

Date

03/04/2014

Position

President

Greenbelt Writers Group

1995

2. Contact Person

Name

Matthew Arbach

Position

president

Telephone

301-801-0645

E-mail

mparbach@verizon.net

3. Organization's Mailing Address

9620 Barrel House Road Apt. Q Laurel, MD 20723

(not a City of Greenbelt facility):

4. Purpose of Organization:

support and edification of local writers of all genres

5. Description of group's activities:

Bimonthly meetings at Greenbelt Community Center where we share writing, discuss ideas and have useful programs and speakers; monthly spontaneous writing group. All meetings are open to the public.

Please list here or upload a schedule of activities sponsored by the group during the current fiscal year (July 1, 2013 – June 30, 2014). Be sure to indicate which activities took place in Greenbelt.

Upload a schedule (optional)

Browse...

6. Membership. Include projections and estimates as needed.

Number of Members

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
10-20	10-20	10-20

% Greenbelt Residents *

80

% Non-Residents

20

% ages 12 & under

0

% 13-17 yrs.

0

% 18-59 yrs.

50

% 60+ yrs.

50

* If less than 2/3, please explain the organization's benefit to Greenbelt residents:

7. Non-member participation. Total number of additional persons benefiting from the organization's programs as participants and spectators:

Number of Persons

July 2012-June 2013

1-2

July 2013-June 2014

1-2

July 2014-June 2015

1-2

% Greenbelt Residents:

100

% Non-Residents:

0

% ages 12 & under

0

% 13-17 yrs.

0-

% 18-59 yrs.

50

% 60 + yrs.

50

8. Please describe the in-kind services which you anticipate requesting from the City of Greenbelt during the coming fiscal year. Note: approval of an applicant for Recognition Group status does not imply that all requests can be granted. Requests from the organization will be addressed on a case by case basis as they arise in accordance with applicable City policies and procedures.

we require a meeting room at the Greenbelt Community Center for our bimonthly regular meetings on the third Friday of the month from 7:30-9:30pm. Also a room for a monthly meeting of the Spontaneous Writing Group in the evening at The Greenbelt Community Center.

9. Signature.

Matthew P. Arbach

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.

Signature

Matthew P. Arbach

Date

Feb. 18, 2014

Position

president

Miss Greenbelt Scholarship Organization, Inc.	2012

2. Contact Person

Name	Position
Natasha Jewell	President

Telephone	E-mail
301-356-5027	pnalj1@msn.com

3. Organization's Mailing Address

12606 Hillmeade Station Dr., Bowie, MD 20720

(not a City of Greenbelt facility):

4. Purpose of Organization:

To promote the future of young women by providing both opportunities to serve the community, and financial support through scholarship awards for their continuing education. The goal is to develop leaders of tomorrow through these opportunities and support the development of the skills and abilities of these young women via higher education. The Miss Greenbelt Scholarship Organization, Inc. is an inclusive organization that does not discriminate based on income, sexual orientation, race or physical appearance. We will continue to support and encourage the young women of our community to develop personally, academically and professionally through this opportunity.

5. Description of group's activities:

All Activities take place in Greenbelt: 2014 Activities: Meetings: June-September

Please list here or upload a schedule of activities sponsored by the group during the current fiscal year (July 1, 2013 – June 30, 2014). Be sure to indicate which activities took place in Greenbelt.

Upload a schedule (optional)

Browse...

6. Membership. Include projections and estimates as needed.

Number of Members

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015

60+		

% Greenbelt Residents *	% Non-Residents
80	20

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60+ yrs.
50	50		

* If less than 2/3, please explain the organization's benefit to Greenbelt residents:

7. Non-member participation. Total number of additional persons benefiting from the organization's programs as participants and spectators:

Number of Persons

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015

% Greenbelt Residents:	% Non-Residents:

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60 + yrs.

8. Please describe the in-kind services which you anticipate requesting from the City of Greenbelt during the coming fiscal year. Note: approval of an applicant for Recognition Group status does not imply that all requests can be granted. Requests from the organization will be addressed on a case by case basis as they arise in accordance with applicable City policies and procedures.

Meeting Room Locations

9. Signature.

Natasha Jewell

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.

Signature

Natasha Jewell

Date

2-14-14

Position

President

Print

Recognition Group Application - Submission #2383

Date Submitted: 3/31/2014

First time applications accepted at any time. Applications for renewal of status for the City's Fiscal Year 2015 due February 28, 2014.

Please file your application by using this form.

If this is not feasible for your organization, you may request a paper copy from the Greenbelt Recreation Department business office located at 99 Centerway or call 301-397-2200. Please TYPE your application and contact your staff liaison listed below for assistance scanning the document.

Arts organizations:

contact Greenbelt's Arts Supervisor at 301.397.2208 or ndewald@greenbeltmd.gov

Sports, recreation and service groups:

contact the Assistant Director of Programs at 301.397.2200 or gvarda@greenbeltmd.gov

Background Investigations

If any person(s) associated with your organization will be in "care and control" of minors, the organization must contact the Recreation Department for a background investigation of those individuals. The following list is provided to assist in defining "care and control", thus determining who must undergo a background investigation prior to volunteering in an activity or program. This list is not all-inclusive; rather, it serves as a guide. Volunteers who serve as: Head & Assistant Coaches, Instructors & Assistant Instructors, those who have care, custody or control of children, those who provide direct service on an ongoing basis for a program, those who meet in a one-on-one setting with participants and those who have access to confidential information.

Instructions

A. Review the Policy and Information Guide for Recognition and Contribution Groups. This guide contains important information about Recognition Group privileges, restrictions, eligibility and application procedures. All Recognition Groups must comply with the terms of this publication.

Recognition and Contribution Group

Policy Guide

B. This application must be completed in its entirety. You may enter "N/A" for any individual line item which is not applicable to your organization.

1. Name of organization:

Old Greenbelt Neighborhood Watch

Year of founding:

2006

Please Check One:

☐ New Application

☑ Application for Renewal of Status

2. Contact Person

Position

Chair

Telephone

301-404-3693

E-mail

laurakressler@mac.com

3. Organization's Mailing Address

10-P Plateau Place, Greenbelt, MD 20770

(not a City of Greenbelt facility):

4. Purpose of Organization:

To monitor and report criminal activities and quality of life issues to the appropriate authorities in order to maintain a safe and enjoyable neighborhood for all residents.

5. Description of group's activities:

Monthly meetings to review and plan watch activities.
1-3 training sessions per year for new or current members.
Co-sponsor National Night Out (NNO) with the Greenbelt Police Dept.
Sponsor workshops on personal safety issues such as fraud and identity theft.

Please list here or upload a schedule of activities sponsored by the group during the current fiscal year (July 1, 2013 – June 30, 2014). Be sure to indicate which activities took place in Greenbelt.

Upload a schedule (optional)

Browse...

6. Membership. Include projections and estimates as needed.

Number of Members

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
80	80	50

% Greenbelt Residents *

% Non-Residents

100	0

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60+ yrs.
0	0	70	30

* If less than 2/3, please explain the organization's benefit to Greenbelt residents:

n/a

7. Non-member participation. Total number of additional persons benefiting from the organization's programs as participants and spectators:

Number of Persons

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
0	0	0

% Greenbelt Residents:	% Non-Residents:
0	0

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60 + yrs.
0	0	0	0

8. Please describe the in-kind services which you anticipate requesting from the City of Greenbelt during the coming fiscal year. Note: approval of an applicant for Recognition Group status does not imply that all requests can be granted. Requests from the organization will be addressed on a case by case basis as they arise in accordance with applicable City policies and procedures.

Request monthly meeting space. We generally utilize the conference room at the Greenbelt Police Station, but we will occasionally request space at the Community Center. All events are open to the public.

9. Signature.

Laura Kressler

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.

Signature

Laura Kressler

Date

3/31/14

Position

Chair, OGNW

Print

Recognition Group Application - Submission #2120

Date Submitted: 2/28/2014

First time applications accepted at any time. Applications for renewal of status for the City's Fiscal Year 2015 due February 28, 2014.

Please file your application by using this form.

If this is not feasible for your organization, you may request a paper copy from the Greenbelt Recreation Department business office located at 99 Centerway or call 301-397-2200. Please TYPE your application and contact your staff liaison listed below for assistance scanning the document.

Arts organizations:

contact Greenbelt's Arts Supervisor at 301.397.2208 or ndewald@greenbeltmd.gov

Sports, recreation and service groups:

contact the Assistant Director of Programs at 301.397.2200 or gvarda@greenbeltmd.gov

Background Investigations

If any person(s) associated with your organization will be in "care and control" of minors, the organization must contact the Recreation Department for a background investigation of those individuals. The following list is provided to assist in defining "care and control", thus determining who must undergo a background investigation prior to volunteering in an activity or program. This list is not all-inclusive; rather, it serves as a guide. Volunteers who serve as: Head & Assistant Coaches, Instructors & Assistant Instructors, those who have care, custody or control of children, those who provide direct service on an ongoing basis for a program, those who meet in a one-on-one setting with participants and those who have access to confidential information.

Instructions

A. Review the Policy and Information Guide for Recognition and Contribution Groups. This guide contains important information about Recognition Group privileges, restrictions, eligibility and application procedures. All Recognition Groups must comply with the terms of this publication.

Recognition and Contribution Group
Policy Guide

B. This application must be completed in its entirety. You may enter "N/A" for any individual line item which is not applicable to your organization.

1. Name of organization:

Transitions Theater

Year of founding:

2008

Please Check One:

☐ New Application

☑ Application for Renewal of Status

2. Contact Person

Position

President

Telephone

301-345-7568

E-mail

transitionstheater@gmail.com

3. Organization's Mailing Address

12 B Hillside Rd., Greenbelt, MD 20770

(not a City of Greenbelt facility):

4. Purpose of Organization:

Our mission, vision, and values remain the same. They are:

Mission:
Transitions Theater, Inc. is dedicated to simultaneously engaging, empowering, and educating performers and audience members on life transitions through theatrical presentation. The experience will move all participants to think, feel, and understand life events from a new perspective.

Vision:
Transitions Theater, Inc.'s vision is to promote creative expression and serve as a catalyst for personal transformation. This creative space will create a platform for a candid presentation of life's challenges. Through their experience at the theater, participants will share their knowledge, hope and strength with others in the community.

Values:
1) To consciously co-create a safe and collaborative environment
2) To nurture creativity through dramatic expression
3) To embrace and celebrate individual uniqueness and experience through empowerment and acceptance
4) To actively and inclusively support community groups struggling to nourish individuals in

5. Description of group's activities:

During this fiscal year there were no community activities that took place. The reason for this was stepping back to regroup as an organization, expanding the board, becoming a 501c3 organization, etc. All of these regrouping activities took place in Greenbelt.

Please list here or upload a schedule of activities sponsored by the group during the current fiscal year (July 1, 2013 – June 30, 2014). Be sure to indicate which activities took place in Greenbelt.

Upload a schedule (optional)

Browse...

6. Membership. Include projections and estimates as needed.

Number of Members

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
5	7	7

% Greenbelt Residents *	% Non-Residents
85%	15%

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60+ yrs.
		100%	

* If less than 2/3, please explain the organization's benefit to Greenbelt residents:

7. Non-member participation. Total number of additional persons benefiting from the organization's programs as participants and spectators:

Number of Persons

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
250	0	400

% Greenbelt Residents:	% Non-Residents:
80	20

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60 + yrs.
		80	20

8. Please describe the in-kind services which you anticipate requesting from the City of Greenbelt during the coming fiscal year. Note: approval of an applicant for Recognition Group

status does not imply that all requests can be granted. Requests from the organization will be addressed on a case by case basis as they arise in accordance with applicable City policies and procedures.

The following are in-kind services requested for the upcoming fiscal year:

1) Rehearsal space for our next production. We have been and will continue to be responsible for showing up, timely cancellations, and clean-up.
2) Continued organizational promotion in city arts and recreation brochures, event listings, etc.
3) Possible closet storage for TT's 10 set cubes (16" x 16") that are easily stacked. We would be willing to share with other city organizations as long as they would be gently used. This is a new request.

9. Signature.

Melissa R'kingsley

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.

Signature

Melissa R'kingsley

Date

2-28-14

Position

Prsident

Print

Recognition Group Application - Submission #2397

Date Submitted: 4/1/2014

First time applications accepted at any time. Applications for renewal of status for the City's Fiscal Year 2015 due February 28, 2014.

Please file your application by using this form.

If this is not feasible for your organization, you may request a paper copy from the Greenbelt Recreation Department business office located at 99 Centerway or call 301-397-2200. Please TYPE your application and contact your staff liaison listed below for assistance scanning the document.

Arts organizations:

contact Greenbelt's Arts Supervisor at 301.397.2208 or ndewald@greenbeltmd.gov

Sports, recreation and service groups:

contact the Assistant Director of Programs at 301.397.2200 or gvarda@greenbeltmd.gov

Background Investigations

If any person(s) associated with your organization will be in "care and control" of minors, the organization must contact the Recreation Department for a background investigation of those individuals. The following list is provided to assist in defining "care and control", thus determining who must undergo a background investigation prior to volunteering in an activity or program. This list is not all-inclusive; rather, it serves as a guide. Volunteers who serve as: Head & Assistant Coaches, Instructors & Assistant Instructors, those who have care, custody or control of children, those who provide direct service on an ongoing basis for a program, those who meet in a one-on-one setting with participants and those who have access to confidential information.

Instructions

A. Review the Policy and Information Guide for Recognition and Contribution Groups. This guide contains important information about Recognition Group privileges, restrictions, eligibility and application procedures. All Recognition Groups must comply with the terms of this publication.

Recognition and Contribution Group
Policy Guide

B. This application must be completed in its entirety. You may enter "N/A" for any individual line item which is not applicable to your organization.

1. Name of organization:

Franklin Park Cooperative Daycare/Preschool

Year of founding:

2013

Please Check One:

☑ New Application

☐ Application for Renewal of Status

2. Contact Person

Position

Administrator

Telephone

240 553-7318

E-mail

lambrightdavis@yahoo.com

3. Organization's Mailing Address

9334 Edmonston Rd #302, Greenbelt, Maryland 20770

(not a City of Greenbelt facility):

4. Purpose of Organization:

To enhance, to expose and to enrich the youth of Franklin Park. To create a sense of community. To build dynamic citizens for the future.

5. Description of group's activities:

We have partnered with several organizations in Greenbelt. We did a Mock Trial. We did an environmental project to clean the streams in Franklin Park. We did a workshop on Advertising and how it influences our youth. We also did a workshop on Decision Making and the consequences of good and bad decisions. Finally, we did a workshop on Self Esteem and Self Image. We donated games to the Springhill Lake Recreation Center. We have distributed fruits and vegetables to Franklin Park Residents.We are constantly distributing positive information throughout the Franklin Park
Community for other Greenbelt Organizations

Please list here or upload a schedule of activities sponsored by the group during the current fiscal year (July 1, 2013 – June 30, 2014). Be sure to indicate which activities took place in Greenbelt.

Upload a schedule (optional)

Browse...

6. Membership. Include projections and estimates as needed.

Number of Members

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
5	7	10

% Greenbelt Residents *

% Non-Residents

100	0

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60+ yrs.
0	0	7	0

* If less than 2/3, please explain the organization's benefit to Greenbelt residents:

7. Non-member participation. Total number of additional persons benefiting from the organization's programs as participants and spectators:

Number of Persons

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
0	30	100

% Greenbelt Residents:	% Non-Residents:
90	10

% ages 12 & under	% 13-17 yrs.	% 18-59 yrs.	% 60 + yrs.
46	44	10	0

8. Please describe the in-kind services which you anticipate requesting from the City of Greenbelt during the coming fiscal year. Note: approval of an applicant for Recognition Group status does not imply that all requests can be granted. Requests from the organization will be addressed on a case by case basis as they arise in accordance with applicable City policies and procedures.

We are respectfully request to use the Springhill Lake Recreation Center Clubhouse during the hours of 7:30 am to 4:00 pm Monday -Friday beginning
June 9th to August 1st 2014. The facilities will be used for an Academic Summer Enrichment Program for the youth of Greenbelt. We also request to use tables, chairs, electricity and water. We are requesting to use the walls to exhibit the youths artwork during the 8 week session.

9. Signature.

Carolyn T. Lambright-Davis

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.

Signature

Carolyn T.Lambright-Davis

Date

4/1/2014

Position

Administrator

Print

Civic Group Status - Submission #2381

Date Submitted: 3/31/2014

1. Name of Organization

Beaverdam Creek Watershed Watch Group (BCWWG)

2. Address of Organization

12 Plateau Place, Unit H, Greenbelt, MD 20770

3. Description of Organization

A watershed protection group - We are committed to protecting, promoting, and restoring the water quality, natural habitat, and ecological well-being of Beaverdam Creek Watershed. We intend to:

foster environmental awareness and education;
take action by engaging in various monitoring, restoration, and preservation activities;
enlist broad-based public participation and work with major land holders to support the foregoing goals and activities;
advocate for policies that promote stewardship and support the foregoing goals and activities;
and have fun.

4. Contact Person

Susan Barnett

Position

member

Telephone

301 474 7465

Email

susnbarn@earthlink.net

5. Number of Participants

July 2013-June 2014 Total

300 or so-estimate

July 2014-June 2015 projected

300 or more

6. Percentage of Members*

Greenbelt Residents

Non-Residents

99%	1%

Adult	Senior
85%	10%

7. Purpose

We engage in activities which promote a healthier watershed and an environmentally informed community. We engage members and public in a water quality monitoring program, organize a community supported agriculture program, co-coordinate the Reel and Meal film series, tabling events and clean ups as well as bird walks, woods walks, frog walks, etc.

Provide a brief statement of how your organization serves the citizens of Greenbelt.

I, the undersigned, certify that the information contained in this application is true, complete and accurate. I have been authorized to submit this application to the Greenbelt Recreation Department by the governing body for the applicant organization. I understand that this application is for qualification for rooms free of charge at the Greenbelt Recreation Facilities only (primarily Greenbelt Community Center). I also understand that I am required to follow all policies and procedures for facility usage.

Applicant's Signature	Date
Susan Barnett	3/31/2014

You will be notified to the status of your application.

Print

Civic Group Status - Submission #2181

Date Submitted: 3/6/2014

1. Name of Organization

Greenbelt Girl Scouts

2. Address of Organization

6 Ridge Road Unit L Greenbelt MD 20770

3. Description of Organization

Greenbelt Girl Scouts is the umbrella for several Girl Scout troops from Daisy to Ambassador meeting in Greenbelt.

4. Contact Person

Karen Yoho

Position

Leader

Telephone

202-957-3072

Email

kyoho@comcast.net

5. Number of Participants

July 2013-June 2014 Total

75

July 2014-June 2015 projected

100

6. Percentage of Members*

Greenbelt Residents

90

Non-Residents

10

Children	Adult	Senior
90	10	

I, the undersigned, certify that the information contained in this application is true, complete and accurate. I have been authorized to submit this application to the Greenbelt Recreation Department by the governing body for the applicant organization. I understand that this application is for qualification for rooms free of charge at the Greenbelt Recreation Facilities only (primarily Greenbelt Community Center). I also understand that I am required to follow all policies and procedures for facility usage.

Applicant's Signature	Date
Karen Yoho	03/06/2014

You will be notified to the status of your application.

Print

Civic Group Status - Submission #2391

Date Submitted: 3/31/2014

1. Name of Organization

Girl Scout Troop#2799

2. Address of Organization

300 Ridge Road, Greenbelt, MD 20770

3. Description of Organization

Non-profit girl organization to help better educate girls to be more sel sufficient. To empower girls to do their best and become great leaders.

4. Contact Person

Chrystal Jones

Position

Troop Leader

Telephone

240-472-7034

Email

jumper692010@yahoo.com or Troop#2799@yahoo.com

5. Number of Participants

July 2013-June 2014 Total

10

July 2014-June 2015 projected

10

6. Percentage of Members*

Greenbelt Residents

4

Non-Residents

6

Children	Adult	Senior
8	2	0

I, the undersigned, certify that the information contained in this application is true, complete and accurate. I have been authorized to submit this application to the Greenbelt Recreation Department by the governing body for the applicant organization. I understand that this application is for qualification for rooms free of charge at the Greenbelt Recreation Facilities only (primarily Greenbelt Community Center). I also understand that I am required to follow all policies and procedures for facility usage.

Applicant's Signature	Date
Chrystal J. Jones	03/31/14

You will be notified to the status of your application.

Print

Civic Group Status - Submission #2170

Date Submitted: 3/5/2014

1. Name of Organization

Girl Scouts of Nations Capitol - Troop 3251

2. Address of Organization

10R Plateau Place, Greenbelt, MD 20770

3. Description of Organization

Junior Girl Scout troop

4. Contact Person

Terra Magnotto

Position

Troop Leader

Telephone

301-204-0308

Email

tnkmagnotto@aol.com

5. Number of Participants

July 2013-June 2014 Total

9

July 2014-June 2015 projected

9

6. Percentage of Members*

Greenbelt Residents

95%

Non-Residents

5%

Children	Adult	Senior
7	2	

I, the undersigned, certify that the information contained in this application is true, complete and accurate. I have been authorized to submit this application to the Greenbelt Recreation Department by the governing body for the applicant organization. I understand that this application is for qualification for rooms free of charge at the Greenbelt Recreation Facilities only (primarily Greenbelt Community Center). I also understand that I am required to follow all policies and procedures for facility usage.

Applicant's Signature	Date
Terra Magnotto	3/5/14

You will be notified to the status of your application.

July 13, 9:30 PM	Star Party	Observatory, Northway Field
July 25, 7:30 PM	Meeting	Greenbelt Community Center
July 27, 9:00 PM	Star Party	Observatory, Northway Field
August 10, 9 PM	Star Party	Observatory, Northway Field
August 24, 8:45 PM	Star Party	Observatory, Northway Field
August 29, 7:30 PM	Meeting	Greenbelt Community Center
August 31, All day	Labor Day Info. Table	Time & Events To Be Detn.
September 14, 8:15 PM	Star Party	Observatory, Northway Field
September 15, 7 PM	Sidewalk Astronomy	Roosevelt Center
September 26, 7:30 PM	Meeting	Owens Science Center
September 28, 8 PM	Star Party	Observatory, Northway Field
October 12, 7:30 PM	Star Party	Observatory, Northway Field
October 13, 7 PM	Sidewalk Astronomy	Roosevelt Center
October 26, 7:15 PM	Star Party	Observatory, Northway Field
October 31, 7:30 PM	Meeting	Owens Science Center
November 9, 6 PM	Star Party	Observatory, Northway Field
November 10, 7 PM	Sidewalk Astronomy	Roosevelt Center
November 21, 7:30 PM	Meeting	Owens Science Center
November 23, 6 PM	Star Party	Observatory, Northway Field
December 7, 6 PM	Star Party	Observatory, Northway Field
December 8, 7 PM	Sidewalk Astronomy	Roosevelt Center
December 19, 7:00 PM	Holiday Party	Owens Science Center
January 18, 6 PM	Star Party	Observatory, Northway Field
January 30, 7:30 PM	Meeting	Owens Science Center
February 8, 6:30 PM	Star Party	Observatory, Northway Field
February 22, 6:45 PM	Star Party	Observatory, Northway Field
February 27, 7:30 PM	Meeting	Owens Science Center
March 8, 7 PM	Star Party	Observatory, Northway Field
March 9, 7 PM	Sidewalk Astronomy	Roosevelt Center
March 22, 8 PM	Star Party	Observatory, Northway Field
March 27, 7:30 PM	Meeting	Owens Science Center
April 5, 8:30 PM	Star Party	Observatory, Northway Field
April 19, 8:45 PM	Star Party	Observatory, Northway Field
April 24, 7:30 PM	Meeting	Owens Science Center
May 3, 9 PM	Star Party	Observatory, Northway Field
May 24, 9 PM	Star Party	Observatory, Northway Field
May 29, 7:30 PM	Meeting	Owens Science Center
June 7, 9:30 PM	Star Party	Observatory, Northway Field
June 21, 9:30 PM	Star Party	Observatory, Northway Field
June 26, 7:30 PM	Meeting	Greenbelt Community Center

Print

Civic Group Status - Submission #2384

Date Submitted: 3/31/2014

1. Name of Organization

Girl Scout Troop 4128

2. Address of Organization

5805 Cherrywood Lane, 101 Greenbelt, MD 20770

3. Description of Organization

non profit social organization that gives back to the community with community service projects and teaches young girls how to become successful young ladies and women

4. Contact Person

Marisa Tinsley

Position

Troop Leader

Telephone

2403045497

Email

girlscout4128@gmail.com

5. Number of Participants

July 2013-June 2014 Total

15

July 2014-June 2015 projected

15

6. Percentage of Members*

Greenbelt Residents

13

Non-Residents

2

Children	Adult	Senior
10	4	1

I, the undersigned, certify that the information contained in this application is true, complete and accurate. I have been authorized to submit this application to the Greenbelt Recreation Department by the governing body for the applicant organization. I understand that this application is for qualification for rooms free of charge at the Greenbelt Recreation Facilities only (primarily Greenbelt Community Center). I also understand that I am required to follow all policies and procedures for facility usage.

Applicant's Signature	Date
Marisa Tinsley	3/31/14

You will be notified to the status of your application.

Print

Civic Group Status - Submission #2353

Date Submitted: 3/27/2014

1. Name of Organization

Girl Scout troop 4816

2. Address of Organization

c/o Monica Mische 2- E Southway Road Greenbelt MD 20770

3. Description of Organization

an ambassador-level Girl Scout troop (high schoolers); a member of SU 23-5, Girl Scout Council of the Nation's Capital

4. Contact Person

Monica Mische

Position

Troop Leader

Telephone

301-441-3557

Email

mische3@aol.com

5. Number of Participants

July 2013-June 2014 Total

18

July 2014-June 2015 projected

17

6. Percentage of Members*

Greenbelt Residents

60

Non-Residents

40

Children	Adult	Senior
13	4	

I, the undersigned, certify that the information contained in this application is true, complete and accurate. I have been authorized to submit this application to the Greenbelt Recreation Department by the governing body for the applicant organization. I understand that this application is for qualification for rooms free of charge at the Greenbelt Recreation Facilities only (primarily Greenbelt Community Center). I also understand that I am required to follow all policies and procedures for facility usage.

Applicant's Signature	Date
Monica Mische	March 27, 2014

You will be notified to the status of your application.

Print

Civic Group Status - Submission #2386

Date Submitted: 3/31/2014

1. Name of Organization

Greenbelt Mamas and Papas

2. Address of Organization

15 Crescent Rd Greenbelt MD 20770

3. Description of Organization

Fellowship and support for parents of babies,
preschoolers, and school-aged kids

NEW MEMBERS ALWAYS WELCOME!
Mamas and Papas is open to all moms and dads (grandparents, and caregivers too!) in and around Greenbelt. We are an all volunteer group of parents to kids of all ages who want to stay connected to other local parents. We are an informal group that: •maintains an active listserv (to advertise events and classes; trade information on doctors, schools, dentists, etc.; give away/sell kid stuff; post parenting questions; and much more!)
•meets for a free Wednesday playgroup from about 10:30am to 1:00pm
•plans field trips to kid-friendly places (and a Mom's Night Out as well)
•holds seasonal clothing swaps at the Greenbelt Farmers Market

There are no dues or fees to join. We welcome parents of ALL stripes: those who stay-at-home, those who work or study-from-home, and those who work-outside-the-home. We also welcome parents from all parts of Greenbelt. In support of Greenbelt's vision to celebrate people of many cultures, faiths, and races living together, our membership includes many different kinds of moms, dads, and grandparents including non-English speakers. We hope you will join us!

4. Contact Person

Li'l Dan Celdran

Position

Mom; volunteer

Telephone

240 643 3768

Email

lildan.celdran@gmail.com

5. Number of Participants

July 2013-June 2014 Total

July 2014-June 2015 projected

174	200

Greenbelt Residents	Non-Residents
95	5

Children	Adult	Senior
80	15	5

7. Purpose

Mamas and Papas is open to all moms and dads (grandparents, and caregivers too!) in and around Greenbelt. We are an all volunteer group of parents to kids of all ages who want to stay connected to other local parents. We are an informal group that: •maintains an active listserv (to advertise events and classes; trade information on doctors, schools, dentists, etc.; give away/sell kid stuff; post parenting questions; and much more!)
•meets for a free Wednesday playgroup from about 10:30am to 1:00pm
•plans field trips to kid-friendly places (and a Mom's Night Out as well)
•holds seasonal clothing swaps at the Greenbelt Farmers Market

Provide a brief statement of how your organization serves the citizens of Greenbelt.

I, the undersigned, certify that the information contained in this application is true, complete and accurate. I have been authorized to submit this application to the Greenbelt Recreation Department by the governing body for the applicant organization. I understand that this application is for qualification for rooms free of charge at the Greenbelt Recreation Facilities only (primarily Greenbelt Community Center). I also understand that I am required to follow all policies and procedures for facility usage.

Applicant's Signature	Date
Li'l Dan Celdran	3.31.14

You will be notified to the status of your application.

Print

Civic Group Status - Submission #2370

Date Submitted: 3/29/2014

1. Name of Organization

Prince George's County Peace & Justice Coalition

2. Address of Organization

6N Plateau Place, Greenbelt, MD 20770

3. Description of Organization

The Coalition began in the mid 1980's as an outreach effort of the Greenbelt Peace Committee. Its mission is to promote cooperation among the county's organizations and individuals in pursuing broad goals of peace and justice.

4. Contact Person

Donna Hoffmeister

Position

facilitator

Telephone

301 441 9377

Email

donna.hoffmeister@verizon.net

5. Number of Participants

July 2013-June 2014 Total

400

July 2014-June 2015 projected

600

6. Percentage of Members*

Greenbelt Residents

15

Non-Residents

3

Children	Adult	Senior
	18	10

I, the undersigned, certify that the information contained in this application is true, complete and accurate. I have been authorized to submit this application to the Greenbelt Recreation Department by the governing body for the applicant organization. I understand that this application is for qualification for rooms free of charge at the Greenbelt Recreation Facilities only (primarily Greenbelt Community Center). I also understand that I am required to follow all policies and procedures for facility usage.

Applicant's Signature	Date
Donna Hoffmeister	3/29/14

You will be notified to the status of your application.

Print

Civic Group Status - Submission #2357

Date Submitted: 3/27/2014

1. Name of Organization

Transit Riders United of Greenbelt (TRUGEE

2. Address of Organization

7825 Mandan Road #104, Greenbelt, MD 20770

3. Description of Organization

Organization of Greenbelt residents discussing all facets of transit issues.

4. Contact Person

Regina Lee

Position

Telephone

3014418121

Email

byrdlee@gmail.com

5. Number of Participants

July 2013-June 2014 Total

40

July 2014-June 2015 projected

40

6. Percentage of Members*

Greenbelt Residents

99%

Non-Residents

1%

Children	Adult	Senior
0	50%	50%

I, the undersigned, certify that the information contained in this application is true, complete and accurate. I have been authorized to submit this application to the Greenbelt Recreation Department by the governing body for the applicant organization. I understand that this application is for qualification for rooms free of charge at the Greenbelt Recreation Facilities only (primarily Greenbelt Community Center). I also understand that I am required to follow all policies and procedures for facility usage.

Applicant's Signature	Date
Regina Lee	3/25/14

You will be notified to the status of your application.

Print

Civic Group Status - Submission #2385

Date Submitted: 3/31/2014

1. Name of Organization

New group: Celebrate the Greenbelt Forest Preserve

2. Address of Organization

12 H Plateau Place, Greenbelt, MD 20770

3. Description of Organization

We are a volunteer group focused on celebrating our Greenbelt Forest Preserve, our natural spaces, our local resources and how these interact to support local health. Our current theme is Local 'Forests, Local Food and Local Health.

4. Contact Person

Susan Barnett

Position

coordinator

Telephone

301 474 7465

Email

susnbarn@earthlink.net

5. Number of Participants

July 2013-June 2014 Total

about 200

July 2014-June 2015 projected

100 or more

6. Percentage of Members*

Greenbelt Residents

95%

Non-Residents

5%

Children	Adult	Senior
5%	85%	10%

I, the undersigned, certify that the information contained in this application is true, complete and accurate. I have been authorized to submit this application to the Greenbelt Recreation Department by the governing body for the applicant organization. I understand that this application is for qualification for rooms free of charge at the Greenbelt Recreation Facilities only (primarily Greenbelt Community Center). I also understand that I am required to follow all policies and procedures for facility usage.

Applicant's Signature	Date
Susan Barnett	3/31/2014

You will be notified to the status of your application.

Print

Civic Group Status - Submission #2400

Date Submitted: 4/1/2014

1. Name of Organization

Girl Scouts Brownie Troop 1161

2. Address of Organization

133 Greenhill Rd Greenbelt, MD 20770

3. Description of Organization

A group of 7-9 year-old girls and their parents involved in projects to enrich their lives and our community.

4. Contact Person

Julie Maul

Position

troop leader

Telephone

301-345-4383

Email

mauljulie@yahoo.com

5. Number of Participants

July 2013-June 2014 Total

15

July 2014-June 2015 projected

15

6. Percentage of Members*

Greenbelt Residents

100%

Non-Residents

Children	Adult	Senior
10-12	3-5	

I, the undersigned, certify that the information contained in this application is true, complete and accurate. I have been authorized to submit this application to the Greenbelt Recreation Department by the governing body for the applicant organization. I understand that this application is for qualification for rooms free of charge at the Greenbelt Recreation Facilities only (primarily Greenbelt Community Center). I also understand that I am required to follow all policies and procedures for facility usage.

Applicant's Signature	Date
Julie K Maul	4-1-2014

You will be notified to the status of your application.

A. General Information

1. **Name of organization:** Golden Age Club
2. **Website:** _____
3. **Contact person:** Name Brenda Cooley Position President
   Telephone 301-513-0948 E-mail jimlc@starpower.net
4. **Organization's mailing address** (not a City of Greenbelt facility):
   232 Lastner Lane, Greenbelt, MD 20770

5. **What is the mission of this organization?**
   To provide social and educational activities for the over 60 residents of Greenbelt.

6. **Please check one.** Currently, the applicant organization:
   a. ☐ Is a Greenbelt Recognition Group
   b. ☑ Is a Greenbelt Contribution Group

7. **Please check one.** The applicant organization:
   a. ☐ Is recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization
   b. ☐ Has applied for 501(C)3 status
   c. ☑ Is not recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization and has not applied for this status

8. **Governance.** Please list your current Board of Directors (if applicable) and the officers of your organization. Please specify the term of their offices and whether or not they are Greenbelt residents.

Name	Greenbelt resident (yes/no)	Position	Term length
Brenda Cooley	Yes	President	1yr
John Henry Jones	Yes	Vice President	1yr
Randi Anderson	Yes	2nd Vice President	1yr
Bunny Fitzgerld	Yes	Secretary	1yr
Suze Marley	Yes	Corresponding Sec.	1yr
Warren Wilcox	Yes	Treasurer	1yr

How does your organization select Board members and/or officers?

Democratic Process

9. **Registered Members.** Include projections and estimates as needed. If your organization does not have a membership structure, please note this below. **ONLY INCLUDE REGISTERED MEMBERS.**

July 2012-2013 128 July 2013-2014 125 July 2014-2015 (Projected) 125

Current year membership: % Greenbelt Residents 100 % Non-Residents 0

% ages 12 and under _____ % 13-17 yrs. _____ % 18-59 yrs. _____ % 60+ yrs. 100

Who counts as a member of your organization? What are the requirements for membership?

Greenbelt residents over the age of 60 are eligible to be a member.

10. **Non-Registered Participants.** Indicate the number of additional persons benefitting from the organization's programs. **This would include spectators, coaches, and other volunteers**

July 2012-2013 20 July 2013-2014 20 July 2014-2015(Projected) 20

Current year participants: % Greenbelt Residents 75 % Non-Residents 25

% ages 12 and under _____ % 13-17 yrs. _____ % 18-59 yrs. _____ % 60+ yrs. 100

Please summarize the ways in which non-members participate in your organization's programs.

Non-Residents can take part in meetings (as visitors), trips and activities at a non-resident rate if a fee is charged.

11. **Paid personnel.** Please provide information for the current fiscal year.

Employees

Position	# of employees	Description of duties
N/A		

Independent contractors and consultants

Position	# of contractors	Description of duties
N/A		

B. Narrative. Please address all of the following points briefly in three pages or fewer.
(Please send this as an attachment with your email)

1. **Organizational History and Activities.** Provide a brief historical overview of your organization, including date of founding and a general description of the organization's sponsored activities. Please highlight your organization's greatest achievements during the current year.

2. **Benefit to City of Greenbelt residents.** If less than 2/3 of your members, non-member participants, or organizational leaders (Board members and/or officers) are Greenbelt residents, please explain how your organization's activities enrich the City of Greenbelt and its residents. If your membership, non-member participation and organization leadership all reflect at least 2/3 Greenbelt resident participation, you may answer "N/A" (not applicable) to this item.

3. **Fundraising.** Contribution Groups are required to develop and implement a fundraising plan with a goal of raising at least $1.00 in cash income for each dollar that the group is requesting from the City of Greenbelt. Comment on the nature and success of your fundraising efforts during the current and prior fiscal year. If your organization did not match the City's contribution in FY2013, please explain the deficit and detail what corrective efforts your organization is taking to increase fundraising. Describe your organization's fundraising plan for fiscal year 2015.

4. **Challenges.** What are the most significant challenges which your organization has faced during the current year? How has your organization responded to these challenges?

5. **Goals.** What does your organization hope to achieve during fiscal year 2015? What does your organization hope to achieve within the next five years?

6. **City Support.** Please indicate what financial and in-kind support has been provided to your organization by the City during the current year. How much funding is your organization requesting of the City for fiscal year 2015? How would these funds be used? What in-kind support, if any, does your organization anticipate requesting from the City during the coming year?

Established in 1957, the Golden age Club is the longest running senior club in Prince George's County. It is a social, educational club that also provides activities for members living in the City of Greenbelt. The general operation of the club is done by our Board of Directors. We also rely heavily on volunteers who organize events, fund raisers, bake and yard sales. Our goal is to always give back to the community via monetary donations. We also enjoy the many wonderful trips to theaters, malls and many other interesting places. For this we thank the Recreation Department and Karen Haseley.

The Golden Age Club provides a place where seniors and can interact, share stories and cultivate many friendships. The club enjoys supporting other city sponsored programs such as the Greenbelt News Review, Send a Kid to Camp Fund and the Pantry. We find this very rewarding and look forward to helping out when and where we can.

Fundraising is a major part of our activities. Each week at our meeting we have a 50/50/ raffle. We also hold a yard and bake sale. Holiday gift raffle, Chinese auction and a food drive for the Pantry.

As always we are pushing for more members. We would like to get people involved at a younger age to keep the momentum going forward. We must make our activities as interesting as possible to attract the Baby Boomer era. We always ask members to bring a friend to a meeting and event and we even have a month dedicated to doing this.

Also, the challenges in recruiting speakers who are dynamic, interesting and free can be daunting.

Our goals are to see the Golden Age Club flourish. We would like to have more members and have as much fun as possible. We are always looking for ways to help the less fortunate, young and old. Our motto is to live laugh and learn and have as much fun as possible doing it.

On Behalf of the Golden Age Club I'm asking that we continue to use the Community Center Multi-purpose room for our weekly meetings. We would also like to continue the wonderful relationship we have with the City and the Recreation Department in coordinating our trips. With that being said, we respectfully request $6,100.

C. Budget Worksheet Please note: all information must conform to the city's fiscal year dates as indicated.

EXPENSES	Actual Totals, Last Fiscal Year July 1, 2012 – June 30, 2013	Budget, Current Fiscal Year July 1, 2013– June 30, 2014	Proposed, Next Fiscal Year July 1, 2014 – June 30, 2015
a. Salaries and wages			
b. Consultants' fees	Travel 6,100	Travel 6,100	Travel 6,100
c. Contractual personnel	Annual Lunch 2,506.50	Annual Lunch 2,500	Annual Lunch 2,500
d. Facility rental	0	0	0
e. Dues/ memberships	0	0	0
f. Utilities	0	0	0
g. Insurance	0	0	0
h. Supplies and materials	100	100	150
i. Equipment purchases	0	0	0
j. Equipment rental	0	0	0
k. Marketing	0	0	0
l. Publications	50	50	75
m. Postage	30	50	50
n. Awards	120	120	120
o. Payment of debt	0	0	0
p. Other (specify)	Donations 450	Donations 500	Donations 500
Total Expenses	9,356.5	9,410	9,495

INCOME	Actual Totals, Last Fiscal Year July 1, 2012 – June 30, 2013	Budget, Current Fiscal Year July 1, 2013 – June 30, 2014	Proposed, Next Fiscal Year July 1, 2014– June 30, 2015
a. Sales	Yard/Bake Sale 351.25	Yard/Bake Sale 285.39	Yard/Bake Sale 350
b. Admissions	Annual Lunch 905	Annual Lunch 950	Annual Lunch 1000
c. Tuition	0	0	0
d. Contracted services	0	0	0
e. Membership dues	1,220	1,250	1,270
f. Corporate support	0	0	0
g. Foundation support	0	0	0
h. Individual donations	0	0	0
i. Loans	0	0	0
j. City support	6100	6100	6100
k. Grants (specify)	0		
l. Other (specify)			
m. Fundraising	Raffles 850	Raffles 900	Raffles 900
Total Income	9426.25	9485.39	9620

PROFIT OR LOSS	Actual Totals, Last Fiscal Year July 1, 2012 – June 30, 2013	Budget, Current Fiscal Year July 1, 2013 – June 30, 2014	Proposed, Next Fiscal Year July 1, 2014 – June 30, 2015
Income over expenses OR	69.75	75.39	125
Expenses over income			

D. Cash Balance

CASH BALANCE	Actual as of June 30, 2013 (Last Fiscal Year)	Projected as of June 30, 2014 (Current Fiscal Year)
a. Checking	3,734.27 as of 2/28/14	4,000
b. Savings		
c. Investments/other (specify)	5,071.45 as of 12/24/14	5,150
d. Intended use of cash balance	$50 Petty Cash	$50 Petty Cash

E. Debt Profile

DEBT (please specify creditor and loan purpose)	**Actual: monies owed as of June 30, 2013** (Last Fiscal Year)	**Projected: monies owed as of June 30, 2014** (Current Fiscal Year)
a.		
b.		
c.		
d.		

F. In-Kind Contributions

Please estimate dollar values.

IN-KIND CONTRIBUTIONS	Actual Totals, Last Fiscal Year July 1, 2012– June 30, 2013	Projected, Current Fiscal Year End July 1, 2013 – June 30, 2014	Proposed, Next Fiscal Year July 1, 2014 – June 30, 2015
a. Volunteer service*			
b. Donated Equipment			
c. Waived Fees (specify)			
d. Donated Supplies and Materials			
e. Donated Travel Costs			
f. Value of Donated Space Rental			
g. Other (specify)			
Total In-Kind Contributions			

*** Please use the worksheet on page 7 to calculate the values for this line item.**

G. **In-Kind Salary Worksheet/Detail.** Use this table to calculate the value of volunteer service to your organization. You may specify a dollar value for each position if you are reasonably confident in the current value of the labor provided. If you are not sure of the value of a volunteer's contribution, please use these three wage levels:

Specialized professional services: $45/hr
Management/administrative support services: $25/hr
General labor: $10/hr

Actual: Last Fiscal Year (July 1, 2012-June 30, 2013)

Volunteer position	# of volunteers	Annual # hours per volunteer	Total annual # of hours	Hourly "wage" for this position	Total Value
President	1	150	150	$30	$4,500
Board	5	100	500	$20	12,500
Yard Sale Help	12	12	144	$10	$1,440
Committee	4	100	400	$15	$6,000

H. Reimbursements.

Please provide a record of all receipts submitted to date to the Greenbelt Recreation Department for reimbursement during the current fiscal year. Receipts under $100 for similar purposes (such as office supplies) can be combined on a single line without specifying a date. Be sure to keep copies of your reimbursement requests for the remainder of the year. A full accounting of fiscal year 2014 reimbursements are required with your fiscal year 2015 application.

Fiscal Year (July 1, 2013 - present):

Date of expense	Description of expense	Amount
N/A	N/A	

During Fiscal Year 2015, receipts presented to the Recreation Department for reimbursement should be accompanied by a brief note indicating the purpose of the expenditure. Expenses must relate clearly to the purposes specified in this application for which funding was sought. The organization authorizes the following officer or officers (limit: two) to present receipts for reimbursement:

Name: _____ Title: _____

Name: _____ Title: _____

If applicable, please specify the organization's federal tax ID#:_____

I. Required attachments.

When submitting your completed application, please also enclose the following as electronic documents (ideally as PDF files):

1) Program calendars reflecting the organization's activities from the previous and current fiscal years, including upcoming events

2) If applicable, an itemized list of all proposed equipment **purchases valued at $250 or more** for which City funding is requested. All such purchases will require the permission of the Director of Recreation. In some instances, purchases can be made directly by the City and charged against the group's funding allocation.

3) Completed **Grant Impact Survey** (see form at the end of this application)

J. Signature

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. **By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.**

Signature Brenda R. Cooley Date 3/14/14

Printed Name Brenda R. Cooley Position President

Greenbelt Contribution Groups
Grant Impact Survey

This form is REQUIRED as part of all applications for Contribution Group support in FY 2015.

2014 is expected to be a challenging fiscal year for the City of Greenbelt. It is uncertain at this time whether a reduction may be needed in the amount of funds available for granting to the city's Contribution Groups. The purpose of this survey is to assess the potential impact of city budget cuts on the operations of these organizations.

Name of organization: Greenbelt Golden Age Club

Contact person: Brenda Cooley **Position:** President

Phone: 301-345-1388 **Email:** jimlc@starpower.net

Currently, this organization is (please check one):

☑ A Contribution Group ☐ A Recognition Group

Amount of funding requested by this organization for FY 2015: $6,100

1) What would be the impact on your organization if you were awarded 75% of the requested amount?

We would have to reduce the number of trips that we have. These trips are a welcome escape from our daily routine since some of us do not like to drive to far away or some do not drive at all.

2) What would be the impact on your organization if you were awarded 50% of the requested amount?

Same as above. This would also greatly reduce membership since some of our members join the Golden Age Club for the trips.

A. General Information

1. **Name of organization:** Greenbelt Senior Softball Team
2. **Website:** http://www.baltimoreseniorsoftball.com/teampage/greenbelt/greenbelt.htm
3. **Contact person:** Name George Harrison Position Team Manager
   Telephone 301 538-3636 E-mail gharrisonsr@verizon.net
4. **Organization's mailing address** (not a City of Greenbelt facility):
   7304 Milford Rd. Forestville, Md. 20747

5. **What is the mission of this organization?**
   To provide fun and exercise, in the form of softball games, with the rules somewhat altered for safety, for all senior citizens of Greenbelt city, who may wish to participate.

6. **Please check one.** Currently, the applicant organization:
   a. ☐ Is a Greenbelt Recognition Group
   b. ☑ Is a Greenbelt Contribution Group

7. **Please check one.** The applicant organization:
   a. ☐ Is recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization
   b. ☐ Has applied for 501(C)3 status
   c. ☑ Is not recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization and has not applied for this status

8. **Governance.** Please list your current Board of Directors (if applicable) and the officers of your organization. Please specify the term of their offices and whether or not they are Greenbelt residents.

Name	Greenbelt resident (yes/no)	Position	Term length
George Harrison	no	manager	yearly
Jasper Pendergrass	no	coach	yearly
Eli Flam	yes	publicist	yearly
Irv Salzberg	no	webmaster	yearly
John Strekel	no	field manager	yearly
Ruth Jones	yes	volunteer	yearly

How does your organization select Board members and/or officers?
By a vote of the membership.

9. **Registered Members.** Include projections and estimates as needed. If your organization does not have a membership structure, please note this below. **ONLY INCLUDE REGISTERED MEMBERS.**

July 2012-2013 37 July 2013-2014 34 July 2014-2015 (Projected) 34

Current year membership: % Greenbelt Residents 15 % Non-Residents 85

% ages 12 and under ____ % 13-17 yrs. ____ % 18-59 yrs. 10 % 60+ yrs. 90

Who counts as a member of your organization? What are the requirements for membership?
Men 60 and over
Women 50 and over

10. **Non-Registered Participants.** Indicate the number of additional persons benefitting from the organization's programs. **This would include spectators, coaches, and other volunteers**
July 2012-2013 15 July 2013-2014 20 July 2014-2015(Projected) 25

Current year participants: % Greenbelt Residents ____ % Non-Residents ____

% ages 12 and under ____ % 13-17 yrs. ____ % 18-59 yrs. 15 % 60+ yrs. 85

Please summarize the ways in which non-members participate in your organization's programs.
Picnics, Cheer leaders, scorekeepers

11. **Paid personnel.** Please provide information for the current fiscal year.

Employees

Position	# of employees	Description of duties
none		

Independent contractors and consultants

Position	# of contractors	Description of duties
Umpire	2	officiate games

B. Narrative. Please address all of the following points briefly in three pages or fewer. (Please send this as an attachment with your email)

1. **Organizational History and Activities.** Provide a brief historical overview of your organization, including date of founding and a general description of the organization's sponsored activities. Please highlight your organization's greatest achievements during the current year.

2. **Benefit to City of Greenbelt residents.** If less than 2/3 of your members, non-member participants, or organizational leaders (Board members and/or officers) are Greenbelt residents, please explain how your organization's activities enrich the City of Greenbelt and its residents. If your membership, non-member participation and organization leadership all reflect at least 2/3 Greenbelt resident participation, you may answer "N/A" (not applicable) to this item.

3. **Fundraising.** Contribution Groups are required to develop and implement a fundraising plan with a goal of raising at least $1.00 in cash income for each dollar that the group is requesting from the City of Greenbelt. Comment on the nature and success of your fundraising efforts during the current and prior fiscal year. If your organization did not match the City's contribution in FY2013, please explain the deficit and detail what corrective efforts your organization is taking to increase fundraising. Describe your organization's fundraising plan for fiscal year 2015.

4. **Challenges.** What are the most significant challenges which your organization has faced during the current year? How has your organization responded to these challenges?

5. **Goals.** What does your organization hope to achieve during fiscal year 2015? What does your organization hope to achieve within the next five years?

6. **City Support.** Please indicate what financial and in-kind support has been provided to your organization by the City during the current year. How much funding is your organization requesting of the City for fiscal year 2015? How would these funds be used? What in-kind support, if any, does your organization anticipate requesting from the City during the coming year?

B. NARRATIVE

1a. Organizational History

Greenbelt Senior Softball was organized in the early 1980s. The team was a charter member of the Baltimore Beltway Senior Softball League (BBSSL) and has participated every year since 1986. Previous coaches include Jerry Jenkins, Burt Kerr, John Benish, and Ray Reed. George Harrison has been the team manager/coach for the last three years. The average age of the team is approximately 69. Our history in pictures is recorded on our web page at: http://www.baltimoreseniorsoftball.com/teampage/greenbelt/greenbelt.htm. along with a documentary video produced by The Greenbelt Access TV Studio. In previous years, games were played at Braden Field, but the early morning sun shone in the outfielders eyes and they had difficulty seeing the fly balls. Schrom field was tried next. However, Schrom proved unsafe for old legs as the outfield was extremely lumpy from the construction fill dirt that was never completely smoothed out, before grass seeding. We have since moved our home games to the well maintained MNCPP's Prince George County facility, at Watkins Park.

1b. Activities

The Greenbelt Senior Softball Team plays 46 games in the BBSSL each year, not including play-off games. The League is made up of 18 Maryland teams from: Catonsville, Parkville, Glen Burnie, Bowie, Bel Air, Dundalk, Arundal, Harford, Howard, and Carroll Counties as well as Greenbelt. Last year 5 Thanksgiving food baskets were distributed to needy Greenbelt families in the name of the team.

The annual season lasts from early April through the end of August with games starting at ten o'clock in the morning, each Monday and Wednesday. Eleven players are fielded but everyone who joins the team and shows up for games, will play, if they are physically able. After each game, many of the players and their family stay to socialize, have lunch and recount the major events of the past game (and sometimes of our lives). Additionally, we occasionally will have a picnic after a game, to which we invite the opposing team. This provides a positive image of Greenbelt Residents to others in the state of Maryland.

2. Benefit to Greenbelt residents:

The games are family affairs, where relatives, especially grandchildren, and friends, of both sides of the game, come out to cheer for their team and enjoy the summer outdoor atmosphere. We sometimes have as many as thirty (30) spectators. Membership on the Greenbelt team (and all BBSSL teams) is restricted to players over sixty (60) for men and fifty (50) for women. Over the past 8 years, and despite intense advertising both in the Greenbelt News Review and on our web page, an insufficient number of Greenbelt residents have turned out to fill our roster. Thus it has been necessary, in order to maintain the team, to allow players from areas surrounding Greenbelt to join the team. These players are mostly from south of Greenbelt, since we are southernmost team in the BBSS League. The present team makeup is as follows:

5 from Greenbelt
6 from Riverdale, Upper Marlboro
3 from Bowie
2 from Beltsville, Laurel
2 from Berwyn Heights
1 from College Park
4 from Montgomery Co.

Greenbelt's divisional participation and second place playoff finish last year provides a positive image to others within the State of Maryland.

3. Fund Raising:

The team has had another successful raffle fund raiser this year at the Greenbelt Fall Fest, and another one is planned for 2014. Funding raising details, budgets and expenditures have been discussed at our February 2014 team meeting.

4. Challenges:

A) Finding able-bodied players within the boundries of Greenbelt by the use of advertising in the Greenbelt News Review, fliers and drawing attention to our web page.

B) Travel: Carpooling. The City has been unable to provide the team with a van in past years.

5. Goals:

A. Encourage more Greenbelt residents to play softball,

B. Win our division,

6. City Support:

The city has provided $1,000 of financial support for many previous years to help defray the cost of equipment and umpires. Last year the city support was $1,000. We are asking for $1,000 financial aid this year. The team is also requesting, as it has in the past, the use the Youth Center Gym for indoor spring practice. We intend to do that again this year for approximately eight to ten times or until the weather permits outdoors practice. We would ask for the use of Braden Field for early spring practice and the scheduling of some home games during the season.

C. Budget Worksheet Please note: all information must conform to the city's fiscal year dates as indicated.

EXPENSES	**Actual Totals, Last Fiscal Year** July 1, 2012 – June 30, 2013	**Budget, Current Fiscal Year** July 1, 2013– June 30, 2014	**Proposed, Next Fiscal Year** July 1, 2014 – June 30, 2015
a. Salaries and wages	0	0	0
b. Consultants' fees	0	0	0
c. Contractual personnel	650	650	650
d. Facility rental	0	350	50
e. Dues/ memberships	70	95	95
f. Utilities	0	0	0
g. Insurance	0	75	0
h. Supplies and materials	156	200	250
i. Equipment purchases	1800	1300	1600
j. Equipment rental	0	0	0
k. Marketing	85	101	150
l. Publications	15	20	30
m. Postage	0	0	0
n. Awards	0	140	200
o. Payment of debt	0	0	0
p. Other (specify)			
TV for raffle	370	424	500
Total Expenses	3146	3355	3525

INCOME	**Actual Totals, Last Fiscal Year** July 1, 2012 – June 30, 2013	**Budget, Current Fiscal Year** July 1, 2013 – June 30, 2014	**Proposed, Next Fiscal Year** July 1, 2014– June 30, 2015
a. Sales	0	0	0
b. Admissions	0	0	0
c. Tuition	0	0	0
d. Contracted services	0	0	0
e. Membership dues	1200	1200	1200
f. Corporate support	0	0	0
g. Foundation support	0	0	0
h. Individual donations	275	300	300
i. Loans	0	0	0
j. City support	1000	1000	1000
k. Grants (specify)	0	0	0
l. Other (specify)	0	0	0
m. Fundraising	740	982	1000
Total Income	3215	3482	3500

PROFIT OR LOSS	**Actual Totals, Last Fiscal Year** July 1, 2012 – June 30, 2013	**Budget, Current Fiscal Year** July 1, 2013 – June 30, 2014	**Proposed, Next Fiscal Year** July 1, 2014 – June 30, 2015
Income over expenses OR	69	127	0
Expenses over income	0	0	25

D. Cash Balance

CASH BALANCE	Actual as of June 30, 2013 (Last Fiscal Year)	Projected as of June 30, 2014 (Current Fiscal Year)
a. Checking	2077.75	1700.00
b. Savings	85.68	86
c. Investments/other (specify)	none	
d. Intended use of cash balance	equipment purchases, umpire fees	

E. Debt Profile

DEBT (please specify creditor and loan purpose)	Actual: monies owed as of June 30, 2013 (Last Fiscal Year)	Projected: monies owed as of June 30, 2014 (Current Fiscal Year)
a. none		
b.		
c.		
d.		

F. In-Kind Contributions

Please estimate dollar values.

IN-KIND CONTRIBUTIONS	Actual Totals, Last Fiscal Year July 1, 2012– June 30, 2013	Projected, Current Fiscal Year End July 1, 2013 – June 30, 2014	Proposed, Next Fiscal Year July 1, 2014 – June 30, 2015
a. Volunteer service*	21760	21760	21760
b. Donated Equipment	0	0	0
c. Waived Fees (specify)	0	0	0
d. Donated Supplies and Materials	0	0	0
e. Donated Travel Costs	700	700	700
f. Value of Donated Space Rental	750	750	750
g. Other (specify)	0	0	0
Total In-Kind Contributions			

*** Please use the worksheet on page 7 to calculate the values for this line item.**

G. **In-Kind Salary Worksheet/Detail.** Use this table to calculate the value of volunteer service to your organization. You may specify a dollar value for each position if you are reasonably confident in the current value of the labor provided. If you are not sure of the value of a volunteer's contribution, please use these three wage levels:

Specialized professional services: $45/hr
Management/administrative support services: $25/hr
General labor: $10/hr

Actual: Last Fiscal Year (July 1, 2012-June 30, 2013)

Volunteer position	# of volunteers	Annual # hours per volunteer	Total annual # of hours	Hourly "wage" for this position	Total Value
manager	1	220	220	45	9900
coach	1	200	200	25	5000
publicist	1	33	33	45	1485
field manager	1	22	22	10	220
scorekeeper	1	132	133	10	1330
webmaster	1	85	85	45	3825

H. Reimbursements.

Please provide a record of all receipts submitted to date to the Greenbelt Recreation Department for reimbursement during the current fiscal year. Receipts under $100 for similar purposes (such as office supplies) can be combined on a single line without specifying a date. Be sure to keep copies of your reimbursement requests for the remainder of the year. A full accounting of fiscal year 2014 reimbursements are required with your fiscal year 2015 application.

Fiscal Year (July 1, 2013 - present):

Date of expense	Description of expense	Amount
April 19, 2013	Hats, uniforms and pants - actual cost $1132.54	1000.00

During Fiscal Year 2015, receipts presented to the Recreation Department for reimbursement should be accompanied by a brief note indicating the purpose of the expenditure. Expenses must relate clearly to the purposes specified in this application for which funding was sought. The organization authorizes the following officer or officers (limit: two) to present receipts for reimbursement:

Name: George Harrison Title: Manager

Name: Jasper Pendergrass Title: Coach

If applicable, please specify the organization's federal tax ID#:_____

I. Required attachments.

When submitting your completed application, please also enclose the following as electronic documents (ideally as PDF files):

1) Program calendars reflecting the organization's activities from the previous and current fiscal years, including upcoming events

2) If applicable, an itemized list of all proposed equipment **purchases valued at $250 or more** for which City funding is requested. All such purchases will require the permission of the Director of Recreation. In some instances, purchases can be made directly by the City and charged against the group's funding allocation.

3) Completed **Grant Impact Survey** (see form at the end of this application)

J. Signature

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. **By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.**

Signature _____ Date Feb 27, 2014

Printed Name George Harrison Position Manager

Greenbelt Contribution Groups

Grant Impact Survey

This form is REQUIRED as part of all applications for Contribution Group support in FY 2015.

2014 is expected to be a challenging fiscal year for the City of Greenbelt. It is uncertain at this time whether a reduction may be needed in the amount of funds available for granting to the city's Contribution Groups. The purpose of this survey is to assess the potential impact of city budget cuts on the operations of these organizations.

Name of organization: Greenbelt Senior Softball Team

Contact person: George Harrison **Position:** Manager

Phone: 301 538-3636 **Email:** gharrisonsr@verizon.net

Currently, this organization is (please check one):

☑ A Contribution Group ☐ A Recognition Group

Amount of funding requested by this organization for FY 2015: 1000

1) What would be the impact on your organization if you were awarded 75% of the requested amount?

Look for additional sponsors.

2) What would be the impact on your organization if you were awarded 50% of the requested amount?

Search for a new sponsor and drop Greenbelt from the team name.

A. General Information

1. **Name of organization:** Friends of New Deal Cafe Arts
2. **Website:** wwwnewdealcafe.com
3. **Contact person:** Name Barbara Simon Position President
   Telephone (301)474-2192 E-mail simongava@yahoo.com
4. **Organization's mailing address** (not a City of Greenbelt facility):
   121 Lastner Lane, Greenbelt, MD 20770

5. **What is the mission of this organization?**

   The mission of the Friends of New Deal Cafe Arts (FONDCA) is to bring the performing, visual, and literary arts to the New Deal Cafe and to Roosevelt Center. Our goals are to build community through the arts, and to foster the economic vitality of our historic downtown through the arts.

6. **Please check one.** Currently, the applicant organization:

   a. ☐ Is a Greenbelt Recognition Group
   b. ☑ Is a Greenbelt Contribution Group

7. **Please check one.** The applicant organization:

   a. ☑ Is recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization
   b. ☐ Has applied for 501(C)3 status
   c. ☐ Is not recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization and has not applied for this status

8. **Governance.** Please list your current Board of Directors (if applicable) and the officers of your organization. Please specify the term of their offices and whether or not they are Greenbelt residents.

Name	Greenbelt resident (yes/no)	Position	Term length
Barbara Simon	yes	President	1 year
Peter May	yes	Vice President	1 year
Chris Logan	yes	Treasurer	1 year
Leeann Irwin	yes	Board Member	1 year
Michael Smallwood	yes	Board Member	1 year
Lisa Voith	yes	Cafe Bd. Mmr. Liaison to FONDCA Bd.	1 year

How does your organization select Board members and/or officers?

Current board approves new board members and selects officers.

9. **Registered Members.** Include projections and estimates as needed. If your organization does not have a membership structure, please note this below. **ONLY INCLUDE REGISTERED MEMBERS.**

July 2012-2013 5 July 2013-2014 6 July 2014-2015 (Projected) 6

Current year membership: % Greenbelt Residents 100 % Non-Residents 0

% ages 12 and under 0 % 13-17 yrs. 0 % 18-59 yrs. 50 % 60+ yrs. 50

Who counts as a member of your organization? What are the requirements for membership?

FONDCA's bylaws restrict membership to members of the Bd. of Directors. Members must be 18 years old and live in the "community" (not necessarily Greenbelt).

10. **Non-Registered Participants.** Indicate the number of additional persons benefitting from the organization's programs. **This would include spectators, coaches, and other volunteers**

July 2012-2013 7,100 July 2013-2014 7,200 July 2014-2015(Projected) 7,300

Current year participants: % Greenbelt Residents 75 % Non-Residents 25

% ages 12 and under 5 % 13-17 yrs. 15 % 18-59 yrs. 60 % 60+ yrs. 20

Please summarize the ways in which non-members participate in your organization's programs.

As spectators to FONDCA-sponsored programs (concerts, art show receptions, etc.), participants in these programs (musicians, artists, etc.), and as volunteer members of FONDCA committees.

11. **Paid personnel.** Please provide information for the current fiscal year.

Employees

Position	# of employees	Description of duties
n/a	n/a	All FONDCA members are volunteers.

Independent contractors and consultants

Position	# of contractors	Description of duties
Performers	30	Provide music/entertainment at FONDCA-sponsored concerts, etc.
Public school teachers	2	Leaders of school music groups in FONDCA-sponsored concerts

B. Narrative. Please address all of the following points briefly in three pages or fewer.
(Please send this as an attachment with your email)

1. **Organizational History and Activities.** Provide a brief historical overview of your organization, including date of founding and a general description of the organization's sponsored activities. Please highlight your organization's greatest achievements during the current year.

2. **Benefit to City of Greenbelt residents.** If less than 2/3 of your members, non-member participants, or organizational leaders (Board members and/or officers) are Greenbelt residents, please explain how your organization's activities enrich the City of Greenbelt and its residents. If your membership, non-member participation and organization leadership all reflect at least 2/3 Greenbelt resident participation, you may answer "N/A" (not applicable) to this item.

3. **Fundraising.** Contribution Groups are required to develop and implement a fundraising plan with a goal of raising at least $1.00 in cash income for each dollar that the group is requesting from the City of Greenbelt. Comment on the nature and success of your fundraising efforts during the current and prior fiscal year. If your organization did not match the City's contribution in FY2013, please explain the deficit and detail what corrective efforts your organization is taking to increase fundraising. Describe your organization's fundraising plan for fiscal year 2015.

4. **Challenges.** What are the most significant challenges which your organization has faced during the current year? How has your organization responded to these challenges?

5. **Goals.** What does your organization hope to achieve during fiscal year 2015? What does your organization hope to achieve within the next five years?

6. **City Support.** Please indicate what financial and in-kind support has been provided to your organization by the City during the current year. How much funding is your organization requesting of the City for fiscal year 2015? How would these funds be used? What in-kind support, if any, does your organization anticipate requesting from the City during the coming year?

B. Narrative

1) Organizational History and Activities:

The Friends of New Deal Cafe Arts (FONDCA) was incorporated in 2002, obtained provisional non-profit recognition status from the IRS in 2003, and permanent status in 2007. Our main activities over the past twelve years have been sponsoring the annual free outdoor concert series produced by the New Deal Cafe in Roosevelt Center, and the Cafe's year-round art show program. In 2012 we expanded our sponsorship to assist the Cafe to participate in Greenbelt's 75th Anniversary: our most significant event for the year was sponsoring Greenbelt's first Artists Studio Tour, on which we collaborated with the city anniversary committee. In the fall of 2013, we hosted the second Studio Tour, and set the goal of hosting the project every two years in the future.

In 2013 and 2014 we have expanded our sponsorship in two directions that we had set as goals: to provide support for programs in the literary arts and to provide support for more quality arts programs for children and families. To expand our efforts for the literary arts, we unveiled the Poetry Moment box outside the New Deal Cafe in the spring of 2013, and held an opening reception that included readings by local poets. The Poetry Moment box, the construction of which we had arranged for with a county appropriation grant from Ingrid Turner, our County Council representative, displays poems by local poets for passersby to read. Over the summer/fall of 2013 we formally set up the Poetry Moment program, forming a committee of local poets to judge entries for inclusion, and promoting the project beyond Greenbelt. This April, in conjunction with National Poetry Month, we will hold our second poetry reception, honoring the poets whose works were included in the Poetry Moment box the first 12 months of the project.

To expand our sponsorship of quality arts programs for children and families, we sponsored a very successful puppet performance by Beech Tree Puppets, a company formed by two local Greenbelters, Ole and Ingrid Hass, who combined their respective talents in art and music, and writing and performance, to create a puppet show based on an unusual fairy tale. On a Sunday afternoon in January, 2014, over 50 children and 50 adults filled the back room of the New Deal Cafe for this special free performance, which received many compliments from attendees of all ages.

Our third major achievement this year was to obtain commercial sponsorship for the Blues Festival in September, 2013: details are given under the "Fundraising" section of this narrative.

2)Benefit to City of Greenbelt residents

Although this question does not require an answer from us, we would like to take the opportunity to point out how the activities we sponsor benefit Greenbelters. The annual free outdoor concert series and the year-long art show program the Cafe produces with FONDCA sponsorship attract a diverse audience from all parts of Greenbelt. Some of the concert performers are always Greenbelt residents, as are over ¾ of the artists who exhibit their work at the Cafe, so that both programs benefit local artists by offering them fees for their musical performances and, in the case of visual artists, a place to show and sell their work. Our two new recent efforts, the Poetry Moment box, and the January puppet show performance for children and families, reached primarily Greenbelt residents. Again, some of the participating artists – poets in the case of the Poetry Moment box – were Greenbelt residents and the project offered them an opportunity to reach a local audience. The puppet show was performed by a troupe that is composed of a husband and wife team who are residents of Greenbelt.

3)Fundraising

Our fundraising efforts consistently raise more than the $1.00 in cash matching income for each dollar we receive from our city grant: the match is actually usually at least 2 to 1. This fiscal year we have a city grant of $2,500.00. We have raised so far over $3,000.00 from individual donations and a grant from Beltway Plaza to sponsor the Blues Festival last September for $2,850.00 for a total so far of $5,850.00 to match the city grant more than 2 to 1.

We are especially pleased that we were able to secure the donation from Beltway Plaza. The funds were used primarily for large street banners in Greenbelt, and advertisements outside of Greenbelt, in an effort to publicize the Blues Festival more broadly. For some years we have wanted to secure funding from local businesses for the Cafe's free concert series in Roosevelt Center: this was our first serious effort in this direction and we look forward to continuing the sponsorship this coming fall.

4) Challenges

Our most significant challenge this year is to continue to implement our sponsorship of Cafe arts programs without the assistance of a Cafe general manager, as of February. Also, the Cafe's Art Show Coordinator will be stepping down this spring. We brought up these issues at our winter quarterly meeting in February for discussion with the President of the Cafe Board, Michael Hartman, and another Cafe board member in attendance. They assured us that all of the projects we propose to sponsor this spring will be implemented smoothly with the volunteer assistance of Cafe board members and Cafe volunteers.

5) Goals

For this year our goals are to continue our efforts to (1) gain commercial sponsorship for the arts projects we sponsor (2) expand the arts programs for children and families we sponsor (3) integrate the history of Greenbelt with the projects we sponsor as we did with the 75th Anniversary activities.
We also have two new goals: (1) explore state arts grants possibilities (2) develop a new website.

For the next five years we envision the following: (1) new arts festivals, such as a puppet festival or an Hispanic arts festival, in collaboration with other organizations, such as the Greenbelt Community Development Corporation, and other venues, such as the Greenbelt Theater and Greenbelt Arts Center in Roosevelt Center. (2) Another idea we will consider is establishing scholarships for local high school students in the arts.

6) City Support

We are currently receiving a city grant of $2,500.00. We are requesting for the coming fiscal year the same amount. This year we were able to sponsor other Cafe arts programs besides the annual free outdoor concerts that our city grants have help to fund for over ten years. These included the 2nd Studio Tour last fall and the puppet show performance in January. We will also use some of the funds for the 2nd annual poetry reception in April. The funds we hope to obtain for FY15 will help to sustain our sponsorship of these new projects in the coming year as well as the concert series.

The New Deal Cafe itself receives in-kind support from the City of Greenbelt annually when the Public Works Department sets up stage platforms and picnic tables in Roosevelt Center for the outdoor concerts.

C. Budget Worksheet Please note: all information must conform to the city's fiscal year dates as indicated.

EXPENSES	**Actual Totals, Last Fiscal Year** July 1, 2012 – June 30, 2013	**Budget, Current Fiscal Year** July 1, 2013– June 30, 2014	**Proposed, Next Fiscal Year** July 1, 2014 – June 30, 2015
a. Salaries and wages	0	0	0
b. Consultants' fees	0	0	0
c. Contractual personnel	2,048	2,698	2,700
d. Facility rental	600	700	700
e. Dues/ memberships	0	0	0
f. Utilities	0	0	0
g. Insurance	0	0	0
h. Supplies and materials	589	1,632	1,150
i. Equipment purchases	125	0	150
j. Equipment rental	350	350	350
k. Marketing	1,037	2,327	2,500
l. Publications	319	382	400
m. Postage	30	35	25
n. Awards	225	225	250
o. Payment of debt	0	0	0
p. Other (specify)	0	300	300
music rights fee			
Total Expenses	$5,623	$8,649	$8,525

INCOME	**Actual Totals, Last Fiscal Year** July 1, 2012 – June 30, 2013	**Budget, Current Fiscal Year** July 1, 2013 – June 30, 2014	**Proposed, Next Fiscal Year** July 1, 2014– June 30, 2015
a. Sales	0	0	0
b. Admissions	0	0	0
c. Tuition	0	0	0
d. Contracted services	0	0	0
e. Membership dues	0	0	0
f. Corporate support	0	2,500	2,500
g. Foundation support	0	0	0
h. Individual donations	3450	3156	3520
i. Loans	0	0	0
j. City support	1998	2,500	2,500
k. Grants (specify)	250 (County Special Appropriation)	150	500
l. Other (specify)	3 (interest)	2	5
m. Fundraising	0	0	0
Total Income	$5,701	$8,658	$8,525

PROFIT OR LOSS	**Actual Totals, Last Fiscal Year** July 1, 2012 – June 30, 2013	**Budget, Current Fiscal Year** July 1, 2013 – June 30, 2014	**Proposed, Next Fiscal Year** July 1, 2014 – June 30, 2015
Income over expenses OR	$78	$9	0
Expenses over income			

D. Cash Balance

CASH BALANCE	Actual as of June 30, 2013 (Last Fiscal Year)	Projected as of June 30, 2014 (Current Fiscal Year)
a. Checking	$6.01	$25.00
b. Savings	$3,079.37	$3,53.00
c. Investments/other (specify)	0	0
d. Intended use of cash balance	musicians fees for Blues Concert in Sept., art show receptions July-Dec., donation drive exp.	

E. Debt Profile

DEBT (please specify creditor and loan purpose)	Actual: monies owed as of June 30, 2013 (Last Fiscal Year)	Projected: monies owed as of June 30, 2014 (Current Fiscal Year)
a. 0	0	0
b.		
c.		
d.		

F. In-Kind Contributions

Please estimate dollar values.

IN-KIND CONTRIBUTIONS	Actual Totals, Last Fiscal Year July 1, 2012– June 30, 2013	Projected, Current Fiscal Year End July 1, 2013 – June 30, 2014	Proposed, Next Fiscal Year July 1, 2014 – June 30, 2015
a. Volunteer service*	$12,300.00	10,200.00	$12,000.00
b. Donated Equipment	0	0	0
c. Waived Fees (specify)	0	0	0
d. Donated Supplies and Materials	0	0	0
e. Donated Travel Costs	0	0	0
f. Value of Donated Space Rental	0	0	0
g. Other (specify)	0	0	0
Total In-Kind Contributions	$12,300.00	$10,200	$12,000.00

*** Please use the worksheet on page 7 to calculate the values for this line item.**

G. **In-Kind Salary Worksheet/Detail.** Use this table to calculate the value of volunteer service to your organization. You may specify a dollar value for each position if you are reasonably confident in the current value of the labor provided. If you are not sure of the value of a volunteer's contribution, please use these three wage levels:

Specialized professional services: $45/hr
Management/administrative support services: $25/hr
General labor: $10/hr

Actual: Last Fiscal Year (July 1, 2012-June 30, 2013)

Volunteer position	# of volunteers	Annual # hours per volunteer	Total annual # of hours	Hourly "wage" for this position	Total Value
grant preparation	3	10-20	60	$45.00	$2,700.00
Board member	5	25	125	$45.00	$5,625.00
Fundraising	6	5-25	65	$15.00 (aver.)	$975.00
Sound equipment	2	10	20	$45.00	$900.00
					$10,200.00

H. Reimbursements.

Please provide a record of all receipts submitted to date to the Greenbelt Recreation Department for reimbursement during the current fiscal year. Receipts under $100 for similar purposes (such as office supplies) can be combined on a single line without specifying a date. Be sure to keep copies of your reimbursement requests for the remainder of the year. A full accounting of fiscal year 2014 reimbursements are required with your fiscal year 2015 application.

Fiscal Year (July 1, 2013 - present):

Date of expense	Description of expense	Amount
Sept. 14, 2013	Blues Festival musicians fees	$700.00
Oct. 5 & 6, 2013	Studio Tour reception/promotion	$283.90
Jan. 26, 2014	Puppet Show puppeteer fee/promotion/rent	$565.00

During Fiscal Year 2015, receipts presented to the Recreation Department for reimbursement should be accompanied by a brief note indicating the purpose of the expenditure. Expenses must relate clearly to the purposes specified in this application for which funding was sought. The organization authorizes the following officer or officers (limit: two) to present receipts for reimbursement:

Name: Barbara Simon Title: President

Name: Chris Logan Title: Treasurer

If applicable, please specify the organization's federal tax ID#: 27-0020006

I. Required attachments.

When submitting your completed application, please also enclose the following as electronic documents (ideally as PDF files):

1) Program calendars reflecting the organization's activities from the previous and current fiscal years, including upcoming events

2) If applicable, an itemized list of all proposed equipment **purchases valued at $250 or more** for which City funding is requested. All such purchases will require the permission of the Director of Recreation. In some instances, purchases can be made directly by the City and charged against the group's funding allocation.

3) Completed **Grant Impact Survey** (see form at the end of this application)

J. Signature

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. **By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.**

Signature Barbara Simon Date Feb. 27, 2014

Printed Name Barbara Simon Position Pres.

Greenbelt Contribution Groups
Grant Impact Survey

This form is REQUIRED as part of all applications for Contribution Group support in FY 2015.

2014 is expected to be a challenging fiscal year for the City of Greenbelt. It is uncertain at this time whether a reduction may be needed in the amount of funds available for granting to the city's Contribution Groups. The purpose of this survey is to assess the potential impact of city budget cuts on the operations of these organizations.

Name of organization: Friends of New Deal Cafe Arts

Contact person: Barbara Simon **Position:** Pres.

Phone: (301)474-2192 **Email:** simongava@yahoo.com

Currently, this organization is (please check one):

☑ A Contribution Group ☐ A Recognition Group

Amount of funding requested by this organization for FY 2015: $2,500.00

1) What would be the impact on your organization if you were awarded 75% of the requested amount?

75% of our requested amount is $1,875.00 which is less than the $2,000.00 we received in FY13.
Our grant award of $2,500.00 for FY14 helped pay for the Eileen Peterson Youth Series Concert with Robert Goddard Middle School which had previously been funded out of our donations and grant awards from the Prince George's Arts Council and Prince George's County through the Special Appropriations Grant program. In FY14, for the first time, our annual grant was large enough that we were also able to use it to pay for free arts programs other than the Cafe's concert series. We used some of the funds for the 2nd Greenbelt Artists Studio Tour last fall, and some of the funds for the free puppet show performance for children and families in January at the New Deal Cafe. We will also use some of the funds for the planned April 6 Poetry Reception in conjunction with National Poetry Month.

We do not intend ceasing funding any of these programs in FY2015 if the city awards us less than $2,500.00.

We would consider that this loss would demonstrate a severe lessening of the city's commitment to community arts in Greenbelt, and as such, it would impact our future efforts to raise funds from grants/corporate sponsorships from other sources. It would also demonstrate a lessening of the city's commitment to the revitalization of Roosevelt Center.

2) What would be the impact on your organization if you were awarded 50% of the requested amount?

50% of our request is $1,250.00 - far less than the $2,000.00 we received in FY13. This loss would serious impact our sponsorship of the entire program of free arts events the New Deal Cafe produces as it would be difficult for us to make up the full amount lost. Such an impact not only would demonstrate a lessening of the city's commitment to community arts in Greenbelt, but a lack of commitment to the revitalization of Rossevelt Center.

Program Calendar for FY13

All events listed are produced by the New Deal Cafe and are sponsored by the Friends of New Deal Cafe Arts. All events listed take place in the New Deal Cafe or in Roosevelt Center and are free to the public, unless noted otherwise.

August 5, 2012 – July/August Art Show Reception at the New Deal Cafe
Sept. 15, 2012 - 9th Annual Blues Festival in Roosevelt Center
Oct. 7, 2012 – Sept./Oct. Art Show Reception at the New Deal Cafe
Dec. 2, 2012 – Group Photo Show Reception (75th Anniversary Celebration event) at the NDC
Feb. 13, 2013 – Jan./Feb. Art Show Reception at the New Deal Cafe
March 10, 2013 – March/April Art Show Reception at the New Deal Cafe
April, 2013 – Poetry Moment box unveiling/reception at the New Deal Cafe
May 4, 2013 – Eileen Peterson Youth Music Series Concert with Robert Goddard Middle School
May 12, 2013 – May/June Art Show Reception at the New Deal Cafe
June 8, 2013 – Crazy Quilt Concert in Roosevelt Center

Program Calendar for FY14

August 12, 2013 – July/August Art Show Reception at New Deal Cafe
Sept. 14, 2013 - 10th Annual Blues Festival in Roosevelt Center
Oct. 5-6, 2013 – 2nd Greenbelt Artists Studio Tour/Art Show in Greenbelt; reception Oct. 6 at New Deal Cafe
Nov. 8, 2013 - Nov./Dec. Art Show Reception at New Deal Cafe
Jan. 26, 2014 - "The Crystal Ball" free puppet show performance at New Deal Cafe
Feb. 3, 2014 – Jan./Feb. Art Show Reception at New Deal Cafe
March 30, 2014 – March/April Art Show Reception at New Deal Cafe
May 3, 2014 – possible date for EPYMS concert with Robert Goddard Middle School
April 6, 2014 - 2nd Annual Poetry Reception at the New Deal Cafe in conjunction w. National Poetry Month
June 1, 2014 – May/June Art Show Reception at New Deal Cafe
June 7, 2014 – Crazy Quilt Concert date submitted

A. General Information

1. **Name of organization:** The Greenbelt Concert Band
2. **Website:** www.greenbeltconcertband.org
3. **Contact person:** Name Sean E. Davis Position General Manager
   Telephone 301-955-6741 E-mail sdavis5@gmail.com
4. **Organization's mailing address** (not a City of Greenbelt facility):
   16707 Governor Bridge Rd #306, Bowie MD 20716

5. **What is the mission of this organization?**

   The Greenbelt Concert Band is an adult musical organization dedicated to providing quality musical entertainment to the citizens of the City of Greenbelt, Prince George's County, Montgomery County, and the surrounding areas. The band performs for civic and charitable organizations, retirement and nursing facilities, and provides musical activities for the general public

6. **Please check one.** Currently, the applicant organization:

   a. ☐ Is a Greenbelt Recognition Group
   b. ☑ Is a Greenbelt Contribution Group

7. **Please check one.** The applicant organization:

   a. ☐ Is recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization
   b. ☐ Has applied for 501(C)3 status
   c. ☑ Is not recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization and has not applied for this status

8. **Governance.** Please list your current Board of Directors (if applicable) and the officers of your organization. Please specify the term of their offices and whether or not they are Greenbelt residents.

Name	Greenbelt resident (yes/no)	Position	Term length
G. Thomas Cherrix	no	Conductor	N/A
Sean E. Davis	no	General Manager	N/A
Joan Culpepper	no	Librarian	N/A
Paul Quillen	no	Treasurer	N/A
Elizabeth Kuligowski	no	Publicity Manager	N/A
Joe Dvorsky	no	Property Manager	N/A

How does your organization select Board members and/or officers?

All positions except for Conductor are recruited as volunteers from among the members of the Concert Band. The length of term is not fixed in advance.

9. **Registered Members.** Include projections and estimates as needed. If your organization does not have a membership structure, please note this below. **ONLY INCLUDE REGISTERED MEMBERS.**

July 2012-2013 52 July 2013-2014 63 July 2014-2015 (Projected) 67

Current year membership: % Greenbelt Residents 8 % Non-Residents 92

% ages 12 and under 0 % 13-17 yrs. 0 % 18-59 yrs. 51 % 60+ yrs. 49

Who counts as a member of your organization? What are the requirements for membership?

The Concert Band is open to any adult musician with at least five years of experience in an instrumental music ensemble.

10. **Non-Registered Participants.** Indicate the number of additional persons benefitting from the organization's programs. **This would include spectators, coaches, and other volunteers**

July 2012-2013 4,000 July 2013-2014 4,000 July 2014-2015(Projected) 4,000

Current year participants: % Greenbelt Residents 70 % Non-Residents 30

% ages 12 and under 3 % 13-17 yrs. 8 % 18-59 yrs. 30 % 60+ yrs. 59

Please summarize the ways in which non-members participate in your organization's programs.

Non-members have been guest announcers and guest vocalists. Guest musicians have occasionally participated, as well as young musicians, with parental accompaniment.

11. **Paid personnel.** Please provide information for the current fiscal year.

Employees

Position	# of employees	Description of duties
Conductor	1	Band Conductor and Director

Independent contractors and consultants

Position	# of contractors	Description of duties
Web Master	1	Update and maintain the Concert Band webpage

B. Narrative. Please address all of the following points briefly in three pages or fewer.
(Please send this as an attachment with your email)

1. **Organizational History and Activities.** Provide a brief historical overview of your organization, including date of founding and a general description of the organization's sponsored activities. Please highlight your organization's greatest achievements during the current year.

2. **Benefit to City of Greenbelt residents.** If less than 2/3 of your members, non-member participants, or organizational leaders (Board members and/or officers) are Greenbelt residents, please explain how your organization's activities enrich the City of Greenbelt and its residents. If your membership, non-member participation and organization leadership all reflect at least 2/3 Greenbelt resident participation, you may answer "N/A" (not applicable) to this item.

3. **Fundraising.** Contribution Groups are required to develop and implement a fundraising plan with a goal of raising at least $1.00 in cash income for each dollar that the group is requesting from the City of Greenbelt. Comment on the nature and success of your fundraising efforts during the current and prior fiscal year. If your organization did not match the City's contribution in FY2013, please explain the deficit and detail what corrective efforts your organization is taking to increase fundraising. Describe your organization's fundraising plan for fiscal year 2015.

4. **Challenges.** What are the most significant challenges which your organization has faced during the current year? How has your organization responded to these challenges?

5. **Goals.** What does your organization hope to achieve during fiscal year 2015? What does your organization hope to achieve within the next five years?

6. **City Support.** Please indicate what financial and in-kind support has been provided to your organization by the City during the current year. How much funding is your organization requesting of the City for fiscal year 2015? How would these funds be used? What in-kind support, if any, does your organization anticipate requesting from the City during the coming year?

B. Narrative

1. Organizational History and Activities

The origins of the Greenbelt Concert Band can be traced to 1940, forming shortly after the City of Greenbelt itself. The Band has been in continuous operation in its current format since the early 1960's, performing year-round. Mr. John DelHomme was the Conductor of the Band from 1969 until 1994, at which time the position was assumed by Mr. G. Thomas Cherrix. Mr. Cherrix has held the position since then. From its early years the membership has more than doubled, and the musical library has increased almost 5-fold. The size and diversity of the musical library are among the most important factors accounting for the retention of a core membership over the years. Of equal value is the fact that Greenbelt Community Center has provided a space for full band rehearsals, as well as storage for percussion and the Band's musical library, thus providing stability and permanence for the Band. The Band plays a variety of concerts each year; our public concerts for the citizens of Greenbelt as well as surrounding areas provide our greatest opportunity to reach a larger audience, while our multiple concerts at nursing and retirement homes promote goodwill and provide joy to the audience under the City of Greenbelt's name. The 4th of July Concert at Buddy Attick Park provided the Band the opportunity to play to our largest audience, who broke into applause upon conclusion of our performance of Tchaikovsky's "The 1812 Overture". The Wind Ensemble, a smaller band formed in 2002 which can play in smaller venues that the Concert Band is too large for, has played at a number of retirement homes and nursing homes as well. The Band has been honored to provide a trumpeter to play "Taps" for the Annual Veterans Day program at the College Park American Legion for the past several years.

2. Benefit to the City of Greenbelt Residents

The aim of the Concert Band has always been to provide quality musical performances to the citizens of Greenbelt. We have a long tradition of presenting a wide musical selection in our concerts to the residents of the City, and we look forward to providing concerts that recognize the City's traditions, anniversaries, and holidays. We have received warm accolades from the City's concert attendees verbally, as well by email and letter. The smiles we see on patron's faces warm the hearts of our membership. We want to enhance the arts and provide a measure of culture to Greenbelt residents through our regular performances, and we believe our level of performance is such that it complements the City of Greenbelt's other artistic offerings, and enriches Greenbelt's cultural traditions. Our performances in other locales proudly spread the name of Greenbelt and emphasizes out commitment to cultural excellence.

3. Fundraising

The expenses for operation of the Band, provided by the City of Greenbelt, include a stipend for the Conductor and some additional funds for the acquisition of minor equipment and music (totaling $4,600). All other expenditures are met from the other fundraising sources for the Band. These funds, at approximately 10-20% of the City of Greenbelt's support, come from organizations sponsoring specific concerts. This amount should hold true or dip slightly in the future years, due primarily to the economic downturn. We perform concerts for several organizations each year that are unable to provide a stipend, such as nursing homes and rehabilitation centers. We have discussed membership dues on the past, but the overwhelming consensus is that such dues would hurt membership by decreasing the size and quality of the band.

It is important to point out in the present context that the relationship of the Greenbelt Concert Band to the City of Greenbelt is unique among the multitude of organizations requesting and receiving support. The Concert Band was initiated in the City in the years preceding World War II. The unbroken chain of support and encouragement of the Band for seven decades clearly demonstrates the commitment of the City and its governors to the success of the Band. While the Band would appear to be just "an organization receiving support", it is, in fact, the essence of "The Spirit of Greenbelt" and is an integral function of the City.

4. Challenges

The Greenbelt Concert Band is pleased to note that it has had a number of years of successful musical performances, and to reiterate that its greatest challenge is maintaining the excellence with which it feels has marked its history, It is with pride that The Band recognizes the fact that a strong nucleus of very fine musicians regularly participates in rehearsals and concerts, and has done so over a period of many years. A continuing challenge lies in the recruitment of new members as older ones leave, since it is necessary to achieve a proper balance in instrumentation. It is interesting to note among many of today's musicians that the mere act of retirement from an occupation does not by itself constitute a reason for retiring from The Band; in fact, some 50% of the current membership comes from those who are retired senior citizens. We make recruiting announcements at each performance, and occasionally use newspaper articles to encourage musical participation. Our website contains essential information regarding membership. Band members personally recruit musicians from among their acquaintances, which has been a successful strategy, since the membership has remained stable over a long period of time.

We have noticed another trend affecting the availability of individuals to a concert band, and that is a decline in the number of young people who opt to play traditional concert music, either in school or in their leisure. The influence of more popular music is obvious to us all, but unfortunately, this seldom leads one to be able to perform in a concert milieu.

5. Goals

Our goal is to continue to maintain an organization that can present a wide variety of musical performances to the citizens of Greenbelt and surrounding communities. We are pleased to recognize specific holidays and functions each year, and to play for special events from time to time. We would specifically like to be able to play one more concert each year for the residents of Greenbelt, but even though this has not been feasible, we would like to point out that the Wind Ensemble has entertained the residents of nearby Green Ridge House for the past several years.

We are especially pleased at the continuing success of the Wind Ensemble, which is made up largely of members of the Concert Band who might be retired or semi-retired, and thus are able to rehearse and perform during daytime hours, which are often preferred by nursing home audiences. At the same time, it permits us to provide concert programs in facilities that cannot accommodate our larger Band. The Brass Choir continues to participate in the traditional ceremonial lighting of the Christmas tree in Greenbelt.

6. City Support

The City of Greenbelt has provided funds for the stipend to the Conductor of the Concert Band in the amount of $3,600, with an additional $1,000 for music and supplies. It is requested that this funding be Continued for Fiscal Year 2015.

The Band wishes to express its appreciation to the City for in-kind support, which has included providing space in the Community Center for rehearsals on Monday evenings (Concert Band) and Tuesday afternoons (Wind Ensemble). In addition, the provision of storage space for percussion equipment and our music library is greatly appreciated, and we would like that to continue. The use of a public address system for concerts is also extremely important, as is the provision of seating for The Band and the audiences. Providing the use of the Community Center for major performances is a valuable form of in-kind support, and we wish to request that this support be continued.

C. Budget Worksheet Please note: all information must conform to the city's fiscal year dates as indicated.

EXPENSES	**Actual Totals, Last Fiscal Year** July 1, 2012 – June 30, 2013	**Budget, Current Fiscal Year** July 1, 2013– June 30, 2014	**Proposed, Next Fiscal Year** July 1, 2014 – June 30, 2015
a. Salaries and wages	$3,600.00	$3,600.00	$3,600.00
b. Consultants' fees	$118.00	$118.00	$118.00
c. Contractual personnel			
d. Facility rental	$135.00	$0	$0
e. Dues/ memberships			
f. Utilities			
g. Insurance			
h. Supplies and materials	$988.49	$500.00	$700.00
i. Equipment purchases	$524.12	$300.00	$300.00
j. Equipment rental			
k. Marketing	$117.99	$300.00	$250.00
l. Publications			
m. Postage			
n. Awards			
o. Payment of debt			
p. Other (specify)			
Total Expenses	$5,483.60	$4,818.00	$4,968.00

INCOME	**Actual Totals, Last Fiscal Year** July 1, 2012 – June 30, 2013	**Budget, Current Fiscal Year** July 1, 2013 – June 30, 2014	**Proposed, Next Fiscal Year** July 1, 2014– June 30, 2015
a. Sales			
b. Admissions			
c. Tuition			
d. Contracted services	$1,072.00	$276.00	$300.00
e. Membership dues			
f. Corporate support			
g. Foundation support			
h. Individual donations			
i. Loans			
j. City support	$4,600.00	$4,600.00	$4,600.00
k. Grants (specify)			
l. Other (specify)			
m. Fundraising			
Total Income	$5,672.00	$4,876.00	$4,900.00

PROFIT OR LOSS	**Actual Totals, Last Fiscal Year** July 1, 2012 – June 30, 2013	**Budget, Current Fiscal Year** July 1, 2013 – June 30, 2014	**Proposed, Next Fiscal Year** July 1, 2014 – June 30, 2015
Income over expenses OR	$188.40	$58.00	
Expenses over income			$68.00

D. Cash Balance

CASH BALANCE	Actual as of June 30, 2013 (Last Fiscal Year)	Projected as of June 30, 2014 (Current Fiscal Year)
a. Checking	$6,969.62	$6,400.00
b. Savings		
c. Investments/other (specify)		
d. Intended use of cash balance		

E. Debt Profile

DEBT (please specify creditor and loan purpose)	Actual: monies owed as of June 30, 2013 (Last Fiscal Year)	Projected: monies owed as of June 30, 2014 (Current Fiscal Year)
a. N/A		
b.		
c.		
d.		

F. In-Kind Contributions

Please estimate dollar values.

IN-KIND CONTRIBUTIONS	Actual Totals, Last Fiscal Year July 1, 2012– June 30, 2013	Projected, Current Fiscal Year End July 1, 2013 – June 30, 2014	Proposed, Next Fiscal Year July 1, 2014 – June 30, 2015
a. Volunteer service*	$21,000	$23,750	$23,750
b. Donated Equipment			
c. Waived Fees (specify)			
d. Donated Supplies and Materials			
e. Donated Travel Costs			
f. Value of Donated Space Rental			
g. Other (specify)			
Total In-Kind Contributions	$21,000	$23,750	$23,750

*** Please use the worksheet on page 7 to calculate the values for this line item.**

G. **In-Kind Salary Worksheet/Detail.** Use this table to calculate the value of volunteer service to your organization. You may specify a dollar value for each position if you are reasonably confident in the current value of the labor provided. If you are not sure of the value of a volunteer's contribution, please use these three wage levels:

Specialized professional services: $45/hr
Management/administrative support services: $25/hr
General labor: $10/hr

Actual: Last Fiscal Year (July 1, 2012-June 30, 2013)

Volunteer position	# of volunteers	Annual # hours per volunteer	Total annual # of hours	Hourly "wage" for this position	Total Value
General Manager	1	200	200	$25	$5,000
Librarian	1	400	400	$25	$10,000
Treasurer	1	100	100	$25	$2,500
Personnel Manager	1	100	100	$25	$2,500
Publicity Manager	1	100	100	$25	$2,500
Property Manager	1	50	50	$25	$1,250

H. Reimbursements.

Please provide a record of all receipts submitted to date to the Greenbelt Recreation Department for reimbursement during the current fiscal year. Receipts under $100 for similar purposes (such as office supplies) can be combined on a single line without specifying a date. Be sure to keep copies of your reimbursement requests for the remainder of the year. A full accounting of fiscal year 2014 reimbursements are required with your fiscal year 2015 application.

Fiscal Year (July 1, 2013 - present):

Date of expense	Description of expense	Amount
N/A		

During Fiscal Year 2015, receipts presented to the Recreation Department for reimbursement should be accompanied by a brief note indicating the purpose of the expenditure. Expenses must relate clearly to the purposes specified in this application for which funding was sought. The organization authorizes the following officer or officers (limit: two) to present receipts for reimbursement:

Name: Sean E. Davis Title: General Manager

Name: Paul Quillen Title: Treasurer

If applicable, please specify the organization's federal tax ID#: N/A

I. Required attachments.

When submitting your completed application, please also enclose the following as electronic documents (ideally as PDF files):

1) Program calendars reflecting the organization's activities from the previous and current fiscal years, including upcoming events

2) If applicable, an itemized list of all proposed equipment **purchases valued at $250 or more** for which City funding is requested. All such purchases will require the permission of the Director of Recreation. In some instances, purchases can be made directly by the City and charged against the group's funding allocation.

3) Completed **Grant Impact Survey** (see form at the end of this application)

J. Signature

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. **By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.**

Signature /s Sean E. Davis Date 6 March 2014

Printed Name Sean E. Davis Position General Manager

Greenbelt Contribution Groups
Grant Impact Survey

This form is REQUIRED as part of all applications for Contribution Group support in FY 2015.

2014 is expected to be a challenging fiscal year for the City of Greenbelt. It is uncertain at this time whether a reduction may be needed in the amount of funds available for granting to the city's Contribution Groups. The purpose of this survey is to assess the potential impact of city budget cuts on the operations of these organizations.

Name of organization: The Greenbelt Concert Band

Contact person: Sean E. Davis **Position:** General Manager

Phone: 301-955-6741 **Email:** sdavis5@gmail.com

Currently, this organization is (please check one):

☑ A Contribution Group ☐ A Recognition Group

Amount of funding requested by this organization for FY 2015: $4,600.00

1) What would be the impact on your organization if you were awarded 75% of the requested amount?

If only 75% of the request were awarded, the salary of the Conductor would be unable to be paid in full. There would be no money available for the purchase of music or repair of current equipment

2) What would be the impact on your organization if you were awarded 50% of the requested amount?

If only 50% of the budget were available, the position of Conductor would be unfunded, and lacking an Assistant Conductor, the band would be unable to function.

Greenbelt Concert Band Performances

Past Performances 2013

Mar 11	GCB	Little Sisters of the Poor	Washington, DC
Mar 12	WE	Friendship Terrace Retirement Community	Washington, DC
Mar 18	GCB	Carroll Manor Home	Washington, DC
Mar 19	WE	Springbrook Nursing and Rehabilitation Center	Silver Spring, MD
May 28	WE	Sacred Heart Home	Hyattsville, MD
Jun 2	GCB	Greenbelt Day	Greenbelt, MD
Jun 4	WE	Manor Care Musgrove Road	Silver Spring, MD
Jun 10	GCB	Riderwood	Silver Spring, MD
Jul 4	GCB	Buddy Attick Park	Greenbelt, MD
Oct 6	GCB	Greenbelt Homes, Inc.	Greenbelt, MD
Oct 29	WE	Homecrest House	Wheaton, MD
Nov 5	WE	Hillhaven Assisted Living Center	Adelphi, MD
Nov 26	WE	Ring House	Rockville, MD
Dec 15	GCB	Holiday Lights Concert	Greenbelt, MD
Dec 16	GCB	Little Sisters of the Poor	Washington, DC
Dec 17	WE	Manor Care Musgrove Road	Silver Spring, MD

2014 Performances

Feb 4	WE	Friendship Terrace Retirement Community	Washington, DC
Feb 11	WE	Springbrook Nursing and Rehabilitation Center	Silver Spring, MD

Concert Band:

Villa Rosa Home
(Private Concert)
Monday, April 7, 2014
7:00 pm
Mitchellville, MD

The following are tentative, for planning purposes:

Greenbelt Day Program
Sunday, June 1, 2014
3:00 pm

Greenbelt, MD

Riderwood Flag Day Program
(Private Concert)
Monday, June 16, 2014
7:30 pm
Calverton, MD

Independence Day Concert
Buddy Attick Park
Friday, July 4, 2014
7:00 pm
Greenbelt, MD

Holiday Lights Concert
Sunday, December 14, 2014
Greenbelt, MD

Wind Ensemble:

Collington Retirement Community
(Private Concert)
Tuesday, May 13, 2014
2:00 pm
Mitchellville, MD

Arbor Ridge House
(Private Concert)
Thursday, July 3, 2014
2:30 pm
Calverton, MD

A. General Information

1. **Name of organization:** Greenbelt Cultural Arts Center, Inc., dba Greenbelt Arts Center
2. **Website:** www.greenbeltartscenter.org
3. **Contact person:** Name Sandy Irving Position Treasurer
   Telephone (301) 441-8770 E-mail treasurer@greenbeltartscenter.org
4. **Organization's mailing address** (not a City of Greenbelt facility):
   P.O. Box 293, Greenbelt, MD 20768-0293 (123 Centerway)

5. **What is the mission of this organization?**

   Our vision is to provide a center for the performing arts in Greenbelt to benefit the residents of the city and the region, and to encourage creative community involvement and the development of artistic and leadership skills.

6. **Please check one.** Currently, the applicant organization:

   a. ☐ Is a Greenbelt Recognition Group
   b. ☑ Is a Greenbelt Contribution Group

7. **Please check one.** The applicant organization:

   a. ☑ Is recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization
   b. ☐ Has applied for 501(C)3 status
   c. ☐ Is not recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization and has not applied for this status

8. **Governance.** Please list your current Board of Directors (if applicable) and the officers of your organization. Please specify the term of their offices and whether or not they are Greenbelt residents.

Name	Greenbelt resident (yes/no)	Position	Term length
Norma Ozur	No	President	2 years
Malca Giblin	No	VP (Programs)	2 years
Beatrix Whitehall	No	VP (Administration)	2 years
Sandy Irving	Yes	Treasurer	2 years
Penny Martin	Yes	Secretary	2 years
Don Cook	Yes	At Large (Publicity)	2 years
Dotty Spivacke	Yes	At Large (Volunteers)	2 years
Gail Medford	No	At Large (Fundraising)	2 years
Bob Kleinberg	No	At Large (Outreach)	2 years

How does your organization select Board members and/or officers?

They are elected by the membership at our annual meeting, or appointed by the Board to complete an unexpired term, subject to ratification at the annual meeting

9. **Registered Members.** Include projections and estimates as needed. If your organization does not have a membership structure, please note this below. **ONLY INCLUDE REGISTERED MEMBERS.**

July 2012-2013 86 July 2013-2014 53 July 2014-2015 (Projected) 60

Current year membership: % Greenbelt Residents 32 % Non-Residents 68

% ages 12 and under 0 % 13-17 yrs. 0 % 18-59 yrs. 66 % 60+ yrs. 34

Who counts as a member of your organization? What are the requirements for membership?

We have restated our figures to reflect official members only: A family membership as recorded as one member and do not include donors who do not request membership (approximately 15). The Arts Center has a membership structure, but membership is primarily a way of recognizing supporters of the organization, and most audience and other participants in our activities are not members. Anyone can be a member for a minimum of $20/year.

10. **Non-Registered Participants.** Indicate the number of additional persons benefitting from the organization's programs. **This would include spectators, coaches, and other volunteers**

July 2012-2013 2000 July 2013-2014 2000 July 2014-2015(Projected) 2300

Current year participants: % Greenbelt Residents 40 % Non-Residents 60

% ages 12 and under 5 % 13-17 yrs. 15 % 18-59 yrs. 50 % 60+ yrs. 30

Please summarize the ways in which non-members participate in your organization's programs.

Most of our patrons are nonmembers. Cast and crew in Arts Center "resident productions" must generally be members, but nonmembers participate in the many guest programs we host and as volunteers in many capacities. Our paid attendance in FY13 was 3289, not counting the summer camps; since many attend more than one show, it is hard to determine how many individuals that represents.

11. **Paid personnel.** Please provide information for the current fiscal year.

Employees

Position	# of employees	Description of duties
General Manager	1 (20 hrs/wk)	Schedule, facility, box-office & online sales, database mgmt, other admin

Independent contractors and consultants

Position	# of contractors	Description of duties
Technical contractors	2	Occasional stipends for light/sound operators
Artistic contractors	15 +	Small stipends for musicians, choreographers, choral, etc.

B. Narrative. Please address all of the following points briefly in three pages or fewer.
(Please send this as an attachment with your email)

1. **Organizational History and Activities.** Provide a brief historical overview of your organization, including date of founding and a general description of the organization's sponsored activities. Please highlight your organization's greatest achievements during the current year.

2. **Benefit to City of Greenbelt residents.** If less than 2/3 of your members, non-member participants, or organizational leaders (Board members and/or officers) are Greenbelt residents, please explain how your organization's activities enrich the City of Greenbelt and its residents. If your membership, non-member participation and organization leadership all reflect at least 2/3 Greenbelt resident participation, you may answer "N/A" (not applicable) to this item.

3. **Fundraising.** Contribution Groups are required to develop and implement a fundraising plan with a goal of raising at least $1.00 in cash income for each dollar that the group is requesting from the City of Greenbelt. Comment on the nature and success of your fundraising efforts during the current and prior fiscal year. If your organization did not match the City's contribution in FY2013, please explain the deficit and detail what corrective efforts your organization is taking to increase fundraising. Describe your organization's fundraising plan for fiscal year 2015.

4. **Challenges.** What are the most significant challenges which your organization has faced during the current year? How has your organization responded to these challenges?

5. **Goals.** What does your organization hope to achieve during fiscal year 2015? What does your organization hope to achieve within the next five years?

6. **City Support.** Please indicate what financial and in-kind support has been provided to your organization by the City during the current year. How much funding is your organization requesting of the City for fiscal year 2015? How would these funds be used? What in-kind support, if any, does your organization anticipate requesting from the City during the coming year?

Greenbelt Arts Center Contribution Group Application FY 15 Attachment B (Narrative) 4-18-14

1. **Organizational History And Activities.** The Arts Center was formed in 1980 and in 1993 transformed a former bowling alley beneath the Co-Op in Roosevelt Center into an 80-100 seat reconfigurable black box theater, with a small gallery in the lobby. The Arts Center runs year-round, producing a season of affordable full-length plays and musical concerts. We also host guest productions in theater, music, and dance, as well as community festivals and summer drama camps run by the City. We are available to local schools and other organizations for fundraisers, awards shows, and other community events.

   Our program has two components: the shows we produce ourselves ("resident productions"), and the arts and community events we co-produce or host ("guest productions"). Several years ago, we reduced our resident productions to five full-run plays to make room in our schedule for the guest productions and hosted events that are a key part of our mission.

   This season our resident productions included: Avenue Q, a satirical musical take on Sesame Street, one of our best-attended shows ever, which sold out several times; See How They Run, a deft door-slamming farce; Come Back to the Five and Dime, Jimmy Dean, Jimmy Dean, a comedy-drama set in a small Texas town where the "Disciples of James Dean" meet and reminisce about the 1950's; and, coming in May, Habeas Corpus, a witty British comedy-satire, reminiscent of Monty Python with a serious edge.

   We were unable to mount our planned five resident productions this season. To round out the season, however, we showcased a full program of arts offerings from a wide variety of local artists. In our lobby gallery, we presented a series of art and photography exhibits. Our musical offerings included the traditional holiday concert by the *a cappella* group, The Chromatics, and another annual favorite, The Homespun Ceilidh Band. In April we will host a "Sneak Peek" preview from Greenbelt's alight dance theater group. Our drama productions included the return of A (Comic) Christmas Carol in December with Chris Davis, a/k/a The Renaissance Man, followed in January by his newest interactive offering, Poe's Birthday Bash; the literary memoir 84 Charing Cross Road and Arthur Miller's Creation of the World and Other Business, both presented by Off The Quill, a newly-formed theater troupe co-founded by Greenbelt resident Leanne Dinverno; and four presentations by returning local guest groups – Agatha Christie's Verdict, by thunderous Productions; The Vagina Monologues and The Tempest, by the Rude Mechanicals; and Eugenio, a gripping account of the controversial Chief Rabbi of Rome during and after World War II, written and presented by local playwright Tony Gallo.

   For the 2014-15 season, subject to obtaining publishing rights, we plan to return to five full resident productions, including Death by Design, a fast-paced comedy/mystery from the director who successfully mounted See How They Run; Evil Dead: The Musical, a spoofy musical romp in which students on Spring break turn to zombies, from the director of Avenue Q; and Choking Out the Kudzu, an original musical, co-authored by Greenbelt resident Betty Ladas, that explores issues related to classism, aging, and the empowerment of women. To complete the season, we have selected two powerful dramas that address the issue of race relations in America, yesterday and today: Lorraine Hansberry's 1959 classic, A Raisin in the Sun, and Bruce Norris' 2010 sequel, Clybourne Park. We will round out the season with a varied selection of events and guest productions.

   For the second year in a row, we were thrilled that an actor in one of our productions (2013's Superior Donuts) received a nomination for outstanding lead actor from WATCH, the Washington Area Theater Community Honors organization, in which we participate along with 32 other area

theaters. The same production also won a nomination for outstanding stage combat choreography.

2. **Benefit To City Of Greenbelt Residents.** Approximately a third of our official memberships are in Greenbelt. However, membership understates community participation, since many volunteers, patrons, and donors are nonmembers, and many of those are Greenbelters. Currently, four of our nine board members are Greenbelt residents.

   We recently set as an immediate priority increasing our outreach to Greenbelt and the surrounding community, and to the diverse groups that make up that community. With our varied program offerings and volunteer opportunities, we offer a unique resource for older Greenbelt residents, enhancing its status as a "naturally occurring retirement community." With help from the Greenbelt Community Fund, among others, we recently completed making our restrooms fully ADA-compliant and installing a pushbutton-activated front door. We also received a GCF grant this year to complete our air-conditioning project, which will alleviate humid conditions that prevented mold-sensitive patrons and volunteers from participating in our programs, especially the City summer drama camps that we host without charge. For several years now, we have participated in a program where severely disabled students from the Duckworth Institute in Beltsville help out with tasks at the Arts Center as part of supervised occupational therapy. We work with local businesses and groups, and participate actively in Greenbelt festivals and events. We have had to trim our marketing budget but continue to support the News-Review with weekly advertising. In September, the Greenbelt Museum held a retro party/fundraiser in our space. We staffed the food concession again last year at the Festival of Lights, and were thrilled to win a prize (!) for our entry in the Labor Day Parade. Finally, we hope that our presentation of two plays in the "Raisin Cycle" next year will encourage increased participation by the African-American community and serve as a focus for thought and dialogue on issues that continue to affect Greenbelt and the country at large.

   The Arts Center helps provide a safe and attractive northern entrance to the Roosevelt Center, especially in the evening, when there's almost always activity—a rehearsal, reception, meeting, or show—in progress. Along with the Old Greenbelt Theater and restaurants like the Beijing, Generous Joe's, and the New Deal Café, we provide opportunities for a local "night on the town" in Roosevelt Center for residents and nonresidents alike. In its second year, the New Year's Eve "Celebration With Friends" showcased Greenbelt performers and, along with Roosevelt Center institutions like the New Deal Café, provided a safe, family-friendly opportunity for Greenbelt residents to come together and celebrate another year. Our participation in the wider area arts community and the recognition of the quality of our programs by organizations like WATCH highlights Greenbelt as a livable community with a commitment to the arts. We are all aware of the benefits of the brave new electronic world of smartphones, iPads, Facebook, and TiVo. But this can come at a price: increasing passivity, isolation, and a sense of disconnection. Greenbelt rightly fights to preserve a true community, where people get up, go outside, greet their neighbors, shop, work, dine, and relax in each other's company—not virtually, not time-shifted, but face to face and in real time. We are part of that effort.

3. **Fundraising**. In addition to City support, the Arts Center receives an annual operating grant from the Maryland State Arts Council. A substantial source of revenue is admission to shows (which, from a financial standpoint, are "fundraisers on steroids") and we hold additional fundraisers such as the food concession at the Festival of Lights. We either charge our guest artists and groups a flat rental fee or split the ticket sales on a 50/50 basis. Occasionally we rent out the Arts Center to

schools and individuals. We solicit deductible donations and memberships from private citizens and local businesses.

In addition to these sources of operating funds, we have been very successful in raising funds for capital projects from generous businesses, foundations, state and county governments, and individuals. In recent years, we have raised over $16,000 for lighting equipment, $55,000 to renovate our restrooms, $5,250 for a new accessible front door, $8,250 to air-condition and dehumidify the facility, $5,000 for our "back-40" set-building area, and over $3,500 towards other items, for a total of over $93,000.

In FY15 we plan to adjust ticket prices to reflect increased costs and the prevailing rates now being charged by area community theaters. This should enable us to meet our budget and earn and raise approximately $49,000 to support our operation and match City funding.

4. **Challenges.** The Arts Center continues to face rising costs, aging equipment, competition from electronic entertainment, and the challenge of finding and maintaining volunteers able to contribute the time, energy, and skill required to staff a performing arts center – including "succession planning" to ensure continuity as volunteers move on. Our challenges include maintaining and improving a rich and varied artistic program, upgrading our technical equipment, and using our facility more effectively.

5. **Goals.** We are completing our update of box-office operations. We can now accept charge sales and ticketing through our website, over the phone, and now in the box-office as well. We need to finish restructuring and training our box-office staff to make sure the box office runs smoothly. We also plan to enlarge and renovate our light booth, completing the installation of new lighting and sound equipment; complete the process of creating a space in our "Back 40" storage area for set construction; and redesign air conditioning and air flow in our space to ensure safe and comfortable conditions for our volunteers and patrons. In recent years, we have made significant investments in facility upgrades and ticketing operations, and we aim to boost overall attendance and participation, to justify the investments we have made. To this end, we recognize that although we have mounted many outstanding productions in recent years, we need to find ways to ensure a more consistent level of quality throughout our programs. Finally, as noted above, we want to widen participation and involvement by all segments of the Greenbelt community, not just Old Greenbelt.

6. **City Support**. In addition to direct funding, the Arts Center makes use of space in the Community Center for rehearsing shows, and rents room in the Center for costume construction and storage at a modest cost. We also share equipment with the City from time to time, and are happy to host the summer drama camps without charge. For FY15, we would like to continue these in-kind arrangements

   The City's financial support was restructured two years ago: instead of reimbursement for production and marketing expense, it now helps with the fixed costs of maintaining our facility by reimbursing a portion of our rent and our part-time paid General Manager position. The Arts Center received $34,300 from the City in FY14, which reflected an increase to help us offset a 5-year COLA adjustment to the sublease we have with the Greenbelt Co-Op. With some adjustment to ticket prices, we believe we can meet our projected cost increases for next year, and we request the same level of funding for FY15, $34,300, allocated as in FY14 to rent and employee cost.

C. Budget Worksheet Please note: all information must conform to the city's fiscal year dates as indicated.

EXPENSES	**Actual Totals, Last Fiscal Year** July 1, 2012 – June 30, 2013	**Budget, Current Fiscal Year** July 1, 2013– June 30, 2014	**Proposed, Next Fiscal Year** July 1, 2014 – June 30, 2015
a. Salaries and wages	$15029	$15,000	$15,500
b. Consultants' fees	$ -	$-	$-
c. Contractual personnel	$628	$1,200	$1,500
d. Facility rental	$27,470	$29,262	$29,700
e. Dues/ memberships	$345	$100	$400
f. Utilities	$6,164	$6,000	$6,500
g. Insurance	$3,523	$3,500	$4,500
h. Supplies and materials	$689	$1,500	$1,500
i. Equipment purchases	$273	$300	$800
j. Equipment rental	$ -	$-	$-
k. Marketing	$3,018	$3,000	$3,300
l. Publications	$1,117	$1,000	$1,200
m. Postage	$853	$1,000	$1,200
n. Awards	$ -	$-	$-
o. Payment of debt	$ -	$-	$-
p. Other (specify)	$17,427	$15,190	$17,200
Total Expenses	$76,536	$77,052	$83,300

INCOME	**Actual Totals, Last Fiscal Year** July 1, 2012 – June 30, 2013	**Budget, Current Fiscal Year** July 1, 2013 – June 30, 2014	**Proposed, Next Fiscal Year** July 1, 2014– June 30, 2015
a. Sales	$585	$850	$700
b. Admissions	$25,050	$20,000	$25,000
c. Tuition	$-	$-	$-
d. Contracted services	$-	$-	$-
e. Membership dues	$3,600	$3,500	$3,600
f. Corporate support	$-	$-	$-
g. Foundation support	$-	$-	$-
h. Individual donations	$1,750	$1,000	$2,000
i. Loans	$-	$-	$-
j. City support	$32,000	$34,300	$34,300
k. Grants (specify)	$2,000	$2,275	$2,500
l. Other (specify)	$10,381	$14,025	$14,500
m. Fundraising	$974	$800	$900
Total Income	$76,340	$76,750	$83,500

PROFIT OR LOSS	**Actual Totals, Last Fiscal Year** July 1, 2012 – June 30, 2013	**Budget, Current Fiscal Year** July 1, 2013 – June 30, 2014	**Proposed, Next Fiscal Year** July 1, 2014 – June 30, 2015
Income over expenses OR			$200
Expenses over income	$(196)	$(302)	

D. Cash Balance

CASH BALANCE	Actual as of June 30, 2013 (Last Fiscal Year)	Projected as of June 30, 2014 (Current Fiscal Year)
a. Checking	$111	$1,000
b. Savings	$5,500	$10,000
c. Investments/other (specify)	$36,600	$26,000
d. Intended use of cash balance		Upcoming expenses; emergency reserve; air-conditioning; lighting; permanent facility study.

E. Debt Profile

DEBT (please specify creditor and loan purpose)	Actual: monies owed as of June 30, 2013 (Last Fiscal Year)	Projected: monies owed as of June 30, 2014 (Current Fiscal Year)
a.	$-	$-
b.		
c.		
d.		

F. In-Kind Contributions

Please estimate dollar values.

IN-KIND CONTRIBUTIONS	Actual Totals, Last Fiscal Year July 1, 2012– June 30, 2013	Projected, Current Fiscal Year End July 1, 2013 – June 30, 2014	Proposed, Next Fiscal Year July 1, 2014 – June 30, 2015
a. Volunteer service*	$545,196	$500,000	$500,000
b. Donated Equipment	$500	$500	$500
c. Waived Fees (specify)			
d. Donated Supplies and Materials	$2,000	$2,000	$2,000
e. Donated Travel Costs			
f. Value of Donated Space Rental	$1,000	$1,000	$1,000
g. Other (specify)			
Total In-Kind Contributions	$548,696	$503,500	$503,500

*** Please use the worksheet on page 7 to calculate the values for this line item.**

G. **In-Kind Salary Worksheet/Detail.** Use this table to calculate the value of volunteer service to your organization. You may specify a dollar value for each position if you are reasonably confident in the current value of the labor provided. If you are not sure of the value of a volunteer's contribution, please use these three wage levels:

Specialized professional services: $45/hr
Management/administrative support services: $25/hr
General labor: $10/hr

Actual: Last Fiscal Year (July 1, 2012-June 30, 2013)

Volunteer position	# of volunteers	Annual # hours per volunteer	Total annual # of hours	Hourly "wage" for this position	Total Value
Production teams	237	76	18,012	$23	$414,276
General support	87	10	870	$16	$13,920
Managemnt/professional	13	200	2,600	$45	$117,000
					$545,196

H. Reimbursements.

Please provide a record of all receipts submitted to date to the Greenbelt Recreation Department for reimbursement during the current fiscal year. Receipts under $100 for similar purposes (such as office supplies) can be combined on a single line without specifying a date. Be sure to keep copies of your reimbursement requests for the remainder of the year. A full accounting of fiscal year 2014 reimbursements are required with your fiscal year 2015 application.

Fiscal Year (July 1, 2013 - present):

Date of expense	Description of expense	Amount
7/1/13 - 1/31/14	Rent: 8 months' rent @ $2,253.79/month	$18,030.23
7/8/13 - 1/28/14	Salary: 17 biweekly pay @ $464.17 per pay period	$7,890.89
	Total	$25,921.12

During Fiscal Year 2015, receipts presented to the Recreation Department for reimbursement should be accompanied by a brief note indicating the purpose of the expenditure. Expenses must relate clearly to the purposes specified in this application for which funding was sought. The organization authorizes the following officer or officers (limit: two) to present receipts for reimbursement:

Name: Sandy Irving Title: Treasurer

Name: Gretchen Jacobs Title: Treasurer Assistant

If applicable, please specify the organization's federal tax ID#: 52-1182500

I. Required attachments.

When submitting your completed application, please also enclose the following as electronic documents (ideally as PDF files):

1) Program calendars reflecting the organization's activities from the previous and current fiscal years, including upcoming events

2) If applicable, an itemized list of all proposed equipment **purchases valued at $250 or more** for which City funding is requested. All such purchases will require the permission of the Director of Recreation. In some instances, purchases can be made directly by the City and charged against the group's funding allocation.

3) Completed **Grant Impact Survey** (see form at the end of this application)

J. Signature

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. **By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.**

Signature /s/ Date 3/2/14 (rev'd 4/18/14)

Printed Name Andrew Irving Position Treasurer

Greenbelt Contribution Groups
Grant Impact Survey

This form is REQUIRED as part of all applications for Contribution Group support in FY 2015.

2014 is expected to be a challenging fiscal year for the City of Greenbelt. It is uncertain at this time whether a reduction may be needed in the amount of funds available for granting to the city's Contribution Groups. The purpose of this survey is to assess the potential impact of city budget cuts on the operations of these organizations.

Name of organization: Greenbelt Arts Center

Contact person: Sandy Irving **Position:** Treasurer

Phone: (202) 317-4608 **Email:** treasurer@greenbeltartscenter.org

Currently, this organization is (please check one):

☑ A Contribution Group ☐ A Recognition Group

Amount of funding requested by this organization for FY 2015: $34,300

1) What would be the impact on your organization if you were awarded 75% of the requested amount?

City support is crucial to our ability to meet our fixed costs and continue to fulfill our mission as a performing arts "center." In the last few years, we have taken several belt-tightening measures to economize, including raising ticket prices, cutting weekly cleaning costs, carefully monitoring show budgets, and moving marketing and promotion online to save printing and postage. However, because revenue from our shows and guest productions generally exceeds their direct production and marketing costs, they are fundraisers, and we can't save money by cutting programs. If our funding were cut by $8,575, we would try to reduce marketing and production costs further and forgo copyrighted plays with royalty expenses. However, since the resulting cut in quality and promotion would depress admission and donation revenues, it is unlikely we could break even or continue in operation beyond a year.

2) What would be the impact on your organization if you were awarded 50% of the requested amount?

For the same reasons, a shortfall of $17,150 would be impossible to make up through cost-cutting. We might consider a one-time appeal for donations to keep going. But it is likely we would have to consider abandoning our facility and perhaps re-forming as a free-standing, "homeless" arts organization, which would attempt to produce or sponsor programs in rented or donated spaces – assuming a sufficient number of volunteers were interested in that alternative.

Greenbelt Arts Center FY15 Contribution Group Application Attachment C Financial Notes

C. Budget Worksheet

Note: In order to provide a clear picture of our annual operating budget, the figures provided do not include grants or donations for capital projects such as the air conditioning project, or the corresponding capital expenditures. See Narrative Section 3.

EXPENSES

Line a (salaries): Part-time General Manager; includes payroll taxes.

Line c (contractors): Minor stipends (average $150-$200 per 4-wk show) for light/sound operators, musicians, choreographers,

Line d (rent): Approximately 95% main lease, 4% costume shop in Community Center; 1% occasional rehearsal space rental.

Line f (utilities): Figure is primarily electricity, plus phone and internet. Heating and sewer are part of rent (Line d).

Line g (insurance): Increase reflects inflation, addition of workers comp and volunteer coverage policy.

Line p (other): Other expenses break out as follows:

	FY13 Actual	FY14 Budget	FY15 Budget
Royalties	$7,284	$5,200	$6,000
Production	$4,670	$4,000	$5,000
Fees	$2,621	$3,090	$2,600
Gallery		$100	$100
Licenses	$600	$550	$600
Maintenance	$2,140	$2,000	$2,500
Misc			$200
Office	$112	$250	$200
Donation Exp.		-	-
Entertainment	-	-	-
Volunteer			
Total	**$17,427**	**$15,190**	**$17,200**

INCOME

Line b (admissions): For resident productions; guest productions are in Program Rental (line p). Budget for admissions and program rental in FY15 reflects planned ticket-price increase (details not yet decided).

Line e (membership dues): Includes donations, 1-2 prepaid admissions depending on level.

Line p: Other income breaks out as follows:

	FY13 Actual	FY14 Budget	FY15 Budget
Program rental*	$10,085	$13,800	$14,000
Gallery	($19)	$25	
Interest	$40	$100	$100
Non-program rental*	$275		$300
Advertising			
Misc		$100	$100
Total	**$10,381**	**$14,025**	**$14,500**

* Program rental: split of admissions (usually 50/50) with hosted guest artists and groups, festivals, etc.
Non-program rental: school fundraisers, other events not open to general public.

Line k (grants): Maryland State Arts Council operating grant.

D. Cash Balance

Lines c, d (other investments):

Fund	Purpose	Balance
Herling Fund	Permanent facility	$25,704
Fann Kash Fund	Special project (new sign?)	$1,338
Light Fund	Finish new stage lighting	$6,695
Air Conditioning Fund	A/C & Dehumidifying	$2,863
Total		**$36,600**

A. General Information

1. **Name of organization:** Alight Dance Theater Inc
2. **Website:** www.alightdancetheater.org
3. **Contact person:** Name Angella Foster Position Artistic Director
   Telephone 301-821-1331 E-mail afosterdance@gmail.com
4. **Organization's mailing address** (not a City of Greenbelt facility):
   10L Plateau Place Greenbelt MD 20770

5. **What is the mission of this organization?**

   Alight Dance Theater creates performance events which celebrate the power of story and inspire others to be compassionate viewer-participants in their communities. Blending dance, physical theater and spoken word, Alight is a dynamic community of collaborative artists founded by Greenbelt resident Angella Foster in 2010. We are committed to serving Greenbelt and surrounding Prince George's County through our blog, site-specific works, workshops, open rehearsals and performance events.

6. **Please check one.** Currently, the applicant organization:

   a. ☑ Is a Greenbelt Recognition Group
   b. ☐ Is a Greenbelt Contribution Group

7. **Please check one.** The applicant organization:

   a. ☑ Is recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization
   b. ☐ Has applied for 501(C)3 status
   c. ☐ Is not recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization and has not applied for this status

8. **Governance.** Please list your current Board of Directors (if applicable) and the officers of your organization. Please specify the term of their offices and whether or not they are Greenbelt residents.

Name	Greenbelt resident (yes/no)	Position	Term length
Angella Foster	yes	President / Artistic Director	3 yrs
Benjamin Foster	yes	Vice-President / Managing Director	3 yrs
Brytt Brooks	no	Treasurer / Bookkeeper	2 yrs
Michelle Cardoso Mendes	no	Secretary / Director of Communications	2 yrs
Anna Socrates	yes	Director of Community Engagement	2 yrs
Monica Warren	no	Dancer Laision to the Board	3 yrs
Jeremy Ehrenreich	yes	Director of Sponsorship	3 yrs

How does your organization select Board members and/or officers?

Alight is a community-based arts organization and as such a majority of our Board members must be Greenbelt residents. The remaining Board members must be residents of the DC or Baltimore metro area. All Board members must be nominated by a current Board member and approved by a majority vote of the current Board. All terms can be renewed up to 3 terms.

9. **Registered Members.** Include projections and estimates as needed. If your organization does not have a membership structure, please note this below. **ONLY INCLUDE REGISTERED MEMBERS.**

July 2012-2013 61 July 2013-2014 64 July 2014-2015 (Projected) 70

Current year membership: % Greenbelt Residents 41 % Non-Residents 59

% ages 12 and under 0 % 13-17 yrs. 0 % 18-59 yrs. 88 % 60+ yrs. 12

Who counts as a member of your organization? What are the requirements for membership?

alight is comprised of two kinds of members: member artists and supporting members. Member artists donate their time and talent as performers, designers or other artistic collaborators. Supporting members are individuals who have made a donation of $25.00 or more and/or have donated a minimum of 5 hours of their time in support of alight activities. It is possible to hold dual membership as both an artist member and a supporting member. Members do not have voting rights, but they are entitled to special member benefits as defined by the Board.

10. **Non-Registered Participants.** Indicate the number of additional persons benefitting from the organization's programs. **This would include spectators, coaches, and other volunteers**

July 2012-2013 865 July 2013-2014 760 July 2014-2015(Projected) 870

Current year participants: % Greenbelt Residents 35 % Non-Residents 65

% ages 12 and under 16 % 13-17 yrs. 5 % 18-59 yrs. 63 % 60+ yrs. 16

Please summarize the ways in which non-members participate in your organization's programs.

Last year, we offered theatrical performances, site-specific performances, open rehearsals, Q&A discussions and open technique classes. Non-members were audience members, discussion participants and/or students in classes offered.

11. **Paid personnel.** Please provide information for the current fiscal year.

Employees

Position	# of employees	Description of duties
N/A		

Independent contractors and consultants

Position	# of contractors	Description of duties
Musicians	3	Composing, arranging &/or performing music
Lighting Designer	1	Designing and executing lighting for shows
Videographer / Photographer	2	Responsible for video & photo documentation for shows
Dancers	13	Rehearse & perform new and repertory works in theatrical & site-specific performances
Stage Manager	1	Manages volunteer crew and executes show tech

B. Narrative. Please address all of the following points briefly in three pages or fewer.
(Please send this as an attachment with your email)

1. **Organizational History and Activities.** Provide a brief historical overview of your organization, including date of founding and a general description of the organization's sponsored activities. Please highlight your organization's greatest achievements during the current year.

2. **Benefit to City of Greenbelt residents.** If less than 2/3 of your members, non-member participants, or organizational leaders (Board members and/or officers) are Greenbelt residents, please explain how your organization's activities enrich the City of Greenbelt and its residents. If your membership, non-member participation and organization leadership all reflect at least 2/3 Greenbelt resident participation, you may answer "N/A" (not applicable) to this item.

3. **Fundraising.** Contribution Groups are required to develop and implement a fundraising plan with a goal of raising at least $1.00 in cash income for each dollar that the group is requesting from the City of Greenbelt. Comment on the nature and success of your fundraising efforts during the current and prior fiscal year. If your organization did not match the City's contribution in FY2013, please explain the deficit and detail what corrective efforts your organization is taking to increase fundraising. Describe your organization's fundraising plan for fiscal year 2015.

4. **Challenges.** What are the most significant challenges which your organization has faced during the current year? How has your organization responded to these challenges?

5. **Goals.** What does your organization hope to achieve during fiscal year 2015? What does your organization hope to achieve within the next five years?

6. **City Support.** Please indicate what financial and in-kind support has been provided to your organization by the City during the current year. How much funding is your organization requesting of the City for fiscal year 2015? How would these funds be used? What in-kind support, if any, does your organization anticipate requesting from the City during the coming year?

1. Organizational History and Activities: Alight Dance Theater was founded in January 2010 by choreographer Angella Foster in collaboration with fellow Greenbelt residents Benjamin Foster, Madeline Bell and Jeremy Ehrenreich. Based in Greenbelt, we were incorporated as a Maryland non-profit by April 2010 and received our 501(c)3 nonprofit status in October 2010. Our mission is to create performance events which celebrate the power of story and inspire others to be compassionate-viewer participants in their communities. We are committed to giving voice to the stories which are concealed or neglected in our day-to-day lives. Through our social media, site-specific works, workshops, classes, open rehearsals and theatrical performances, our goal is to build a diverse and collaborative creative community that serves Greenbelt as well as greater Prince George's County.

In our fourth year as an organization, we produced a new work entitled *Stargazing* which featured music by Greenbelt-based musicians Harp 46. In April and May of 2013, we partnered with the Greenbelt Department of Recreation to bring over 200 Springhill Lake Elementary (SHLES) and Greenbelt Elementary students to the Greenbelt Community Center for a special *Stargazing* Creative and Performing Arts Field Trip program. The students experienced a 30 minute interactive version of *Stargazing* before participating in visual art and dance workshops exploring the theme of the night sky. Funds from the City of Greenbelt, Greenbelt Community Foundation and the Prince George's Arts and Humanities Council enabled us to offer this opportunity to SHLES students free of charge, paying for the buses to transport them to and from the event as well as cover the materials and administrative fees usually charged to the students by the Greenbelt Recreation Department. Our 2012-2013 theatrical performance season culminated in nearly sold-out performances at Dance Place in Washington D.C. in June of 2013; the program featured an extended version of *Stargazing* as well as new work by guest choreographer Wayles Haynes. Last season we also hosted free work-in-progress showings at the Dance Exchange in Takoma Park, Maryland and the Dance & Dessert series in McLean, Virginia as well as our annual Sneak Peek Concert and Dance Party at the Greenbelt Arts Center.

This year we are partnering with the Chesapeake Education, Arts and Research Society (CHEARS), a local non-profit organization dedicated to the health of all who share the Chesapeake watershed environment. We have created a series of site-specific dances for each of their Three Sisters Demonstrations Gardens which will be performed free of charge for local audiences on April 26, June 1 and October 18. The gardens are located throughout Greenbelt in Schrom Hills Park, near the Greenbelt Community Center and in the Springhill Lake area. The goal of this project is to engage community members in each of the three areas of Greenbelt in an active and creative exploration of these gardens and ignite new interest in each gardens. Each site-specific performance will feature interactive components designed to get audience members moving and incorporate their stories into the performance. In connection with this project, we are developing a companion after-school arts education program for 5th graders at Springhill Lake Elementary. We are hoping that this program will develop into an on-going initiative at SHLES that brings eco-education and the arts together over an extended instruction period next school year, provided we can raise the funds to expand the program. In addition, we are making two new theatrical works, *Dependent* and *Frontline,* which explore how military conflicts impact the families of combatants during wars past and present. *Frontline* is based during the War of 1812 and will premiere in October at the Bowie Performing Arts Center with commissioning funds from the Anacostia Heritage Trails Association. The program will be performed at the Greenbelt Arts Center in April 2015. We are currently looking for additional venues for this program.

2. Benefit to City of Greenbelt Residents: Most of our regular organizational activity takes place in Greenbelt, including our weekly classes and rehearsals as well as our work sessions and Board activity. Although the majority of our Board members are Greenbelt residents, our member artists are comprised of residents as well as nonresidents who travel to Greenbelt on a weekly or monthly basis from all over the D.C. and Baltimore metro areas. In addition, our supporting members who work behind-the-scenes to produce our many activities are mostly Greenbelt residents. Last year, our ticketed performances, arts education programs and other company activities served over 865 people total, reaching approximately 620 residents. We gave free performances at the Greenbelt Community Center for over 200 local schoolchildren in addition to performing for a general audience at the annual Greenbelt Dances! Expo, part of the November Artful Afternoon. This past season our ticketed performances took place at the Greenbelt Arts Center and Dance Place; both performances were supported by Greenbelt residents.

3. Fundraising: We are currently a Recognition Group. Last year we applied for Contribution status and were instead awarded $1000.00 to purchase costumes and promotional materials for our collaboration with CHEARS. The majority of our budget comes from our extensive efforts in fundraising and grant writing in support our programming activities. Since our beginning in 2010, we have been awarded funding from the Kennedy Center Local Dance Commissioning Grant, Prince George's Arts & Humanities Council, The Community Foundation for the National Capital Region, the Greenbelt Community Foundation, Maryland Milestones, the Maryland Heritage Areas Authority and Freddie Mac. In addition, our Board members as well as members of the community have supported our organization with their individual donations. We also currently in the application process to receive funds from the Maryland State Arts Council for this first time; we are hopeful that we will receive this support in order to expand our organizational capacity.

Our organizational fiscal year actually coincides with the calendar year, so our current fiscal year began January 1, 2014. Since the new year, we have received funding from the Greenbelt Community Foundation in support of our current continuing collaboration with CHEARS. We will also be launching a Kickstarter.com crowd-sourcing campaign on March 3rd in order to raise the remaining funds needed for our Dance in the Garden performance series in the CHEARS gardens. The entire project is fully funded with the exception of the funds needed to pay performance stipends to our hard-working artists, so we are hopeful this campaign will raise the remaining funds we need. We have received commissioning funds from the Anacostia Heritage Trails Association for our War of 1812 project entitled *Frontline*. These funds will cover the premiere of the work in October, but we are currently exploring avenues for raising funds for additional performances of the work as well as possibly an arts education program related to the subject matter of women's experience during the War of 1812.

We believe that all of these efforts demonstrate our willingness to do the difficult work of fundraising in order to bring our programming to the residents of Greenbelt and remain wise stewards of City of Greenbelt's investment in our organization's service to the people of Greenbelt.

4. Challenges: Similar to last year, one of our biggest challenges in the past year has been managing the increased workload that has accompanied our successes in programming and fundraising without an comparable increase in our staff. Without expanding the size of our Board, we continue to expand the amount of programming we offer, particularly within Greenbelt. Although we are proud of the efforts of our small, industrious team, we again found ourselves overwhelmed at times. At this point last year, we started exploring the possibility of expanding our Board in order to meet the challenges of our increasing programming. This

conversation led to a discussion larger in scope regarding our future as an organization serving Greenbelt and greater Prince George's County. As we are planning for our fifth season, we are also working to cast a vision for how alight will grow and change over the next five years. With the exception of one member, our Board is currently comprised of founding Board members, three of whom will need to be replaced over the coming year. One of the changes we need to prepare for now is the transition from a founding Board model to a sustaining Board model. Therefore, we tabled the idea of expanding the Board in order to focus on recruiting Board members to fill those upcoming vacancies. We are particularly in need of individuals who could effectively coordinate additional volunteer staff, write grant proposals and/or help cultivate individual donors. Over the course of the coming year, we will be working to identify qualified individuals, specifically Greenbelt residents, who may be able to join our team and help us continue to serve our community creatively and effectively in the coming years. We are hopeful that alight will continue to overcome the obstacles of running a non-profit in this difficult economic climate and live on to continue our work in the community. At this point, we are hopeful but also realistic about the challenges the future will bring.

5. Goals: During our 2014-2015 fiscal year, we want to continue to serve the residents of Greenbelt with free and low cost opportunities to be a viewers and/or participants in the creation of original community-based theatrical works. In addition, we are laying the foundation to be an artistically fruitful, organizationally successful and fiscally responsible non-profit organization in the long run. Our current collaboration with CHEARS has been so satisfying for both organizations that we have decided to commit to a two-year partnership with a focus on Dance in the Garden performance series this year and an emphasis on installing garden art signage and developing an SHLES eco-education program in 2015. We are also developing an in-school arts education and performance program based on our the *Stargazing* creative and performing arts field trip programs we produced in collaboration with the Greenbelt Recreation program last season. Teachers who participated in those programs expressed interest in bringing a version of the program into the schools to benefit future students, so we are consulting with GES teaching artist Barbara Simon as well as our contacts in the outreach department at NASA Goddard to determine the best way to move forward with this idea.

In addition to our community arts work, we are committed to making one new, original evening-length theatrical work every year and performing that work in its entirety in Greenbelt at least once a year at the Greenbelt Community Center, Greenbelt Arts Center or other site-specific venue in Greenbelt such as the Museum house or local schools. We have the Greenbelt Arts Center booked for a two weekend run in April 2015, and we will be bringing our War of 1812 project *Frontline* to that venue after the project premieres in Bowie in October of 2014. We are committed to choosing future artistic projects which have the capacity to engage Greenbelt residents as both audience members and artistic collaborators. By 2020, it is our objective to be recognized as an integral part of the Greenbelt community as well as dynamic contributors to the growing arts scene in Prince George's County.

6. City Support: Although we are still officially a Recognition Group, we were awarded $1000.00 last year towards the purchase of costumes and promotional materials for Dance in the Garden performance series, a component of our current collaboration with CHEARS. We are grateful for these funds which have given us the ability to purchase costume pieces specifically designed to work in an outdoor performance environment over the course of the three seasons of the year. This support also enabled us to print promotional postcards for the garden project which feature English language text on one side and Spanish language text on the other side. From past work in the Springhill Lake neighborhood, we have learned that translating written materials into Spanish greatly increases the portion of the community reached by marketing

materials. We will be distributing these postcards in the coming weeks leading up to our first garden performance in April.

This year we are again requesting Contribution Group status as well as $1000.00 in funding from the City of Greenbelt to serve as seed money for a new arts / eco-education program at SHLES. In collaboration with SHLES physical education teacher Stacy Hindalong, we are developing an after-school program for 5th graders that will use dance, gardening and CHEARS eco-education curriculum to encourage students to get outside, engage in active play and care for the environment. These funds would pay an alight teaching artist to work with SHLES students after-school for 12 weeks ($600) as well purchase gardening supplies ($300) and print curriculum materials ($100) for the program. We are thankful for the continued support of the City, particularly as we identify new ways we can meet the needs of some of Greenbelt's youngest residents.

C. Budget Worksheet Please note: all information must conform to the city's fiscal year dates as indicated.

EXPENSES	**Actual Totals, Last Fiscal Year** July 1, 2012 – June 30, 2013	**Budget, Current Fiscal Year** July 1, 2013– June 30, 2014	**Proposed, Next Fiscal Year** July 1, 2014 – June 30, 2015
a. Salaries and wages	0	0	0
b. Consultants' fees	2100.00	2300.00	2500.00
c. Contractual personnel	13,990.00	14,500.0	15,000.00
d. Facility rental	533.71	2500.00	1500.00
e. Dues/ memberships	0	0	0
f. Utilities	0	0	0
g. Insurance	0	0	0
h. Supplies and materials	3729.69	4000.00	4200.00
i. Equipment purchases	1390.95	0	0
j. Equipment rental	12.00	0	0
k. Marketing	261.08	300.00	325.00
l. Publications	172.08	350.00	350.00
m. Postage	11.46	15.00	20.00
n. Awards	0	0	0
o. Payment of debt	0	0	0
p. Other (specify)	452.25 Development	475.00	500.00
	85.57 Fees		
Total Expenses	22,738.79	24,440.00	24,395.00

INCOME	**Actual Totals, Last Fiscal Year** July 1, 2012 – June 30, 2013	**Budget, Current Fiscal Year** July 1, 2013 – June 30, 2014	**Proposed, Next Fiscal Year** July 1, 2014– June 30, 2015
a. Sales	187.10	200.00	225.00
b. Admissions	469.00	3500.00	4000.00
c. Tuition	0	0	0
d. Contracted services	0	185.00	185.00
e. Membership dues	1590.00	1700.00	1800.00
f. Corporate support	4025.00	4000.00	4000.00
g. Foundation support	3646.00	3500.00	3500.00
h. Individual donations	5200.00	5500.00	5500.00
i. Loans	0	0	0
j. City support	1323.30	1000.00	1000.00
k. Grants (specify)	1500.00	3000.00	3000.00
l. Other (specify)	0	0	0
m. Fundraising	510.00	2000.00	2000.00
Total Income	18,450.40	24,585.00	25,210.00

PROFIT OR LOSS	**Actual Totals, Last Fiscal Year** July 1, 2012 – June 30, 2013	**Budget, Current Fiscal Year** July 1, 2013 – June 30, 2014	**Proposed, Next Fiscal Year** July 1, 2014 – June 30, 2015
Income over expenses OR		145.00	815.00
Expenses over income	4288.39		

D. Cash Balance

CASH BALANCE	Actual as of June 30, 2013 (Last Fiscal Year)	Projected as of June 30, 2014 (Current Fiscal Year)
a. Checking	$1934.39	$1500.00
b. Savings	0	0
c. Investments/other (specify)	0	0
d. Intended use of cash balance	2013-2014 programming expenses	Frontline premiere at Bowie Performing Arts Center

E. Debt Profile

DEBT (please specify creditor and loan purpose)	Actual: monies owed as of June 30, 2013 (Last Fiscal Year)	Projected: monies owed as of June 30, 2014 (Current Fiscal Year)
a. n/a		
b. n/a		
c. n/a		
d. n/a		

F. In-Kind Contributions

Please estimate dollar values.

IN-KIND CONTRIBUTIONS	Actual Totals, Last Fiscal Year July 1, 2012– June 30, 2013	Projected, Current Fiscal Year End July 1, 2013 – June 30, 2014	Proposed, Next Fiscal Year July 1, 2014 – June 30, 2015
a. Volunteer service*	154,385.00	154,000.00	155,000.00
b. Donated Equipment	0	0	0
c. Waived Fees (specify)	0	0	0
d. Donated Supplies and Materials	1125.00	1500.00	1500.00
e. Donated Travel Costs	0	0	0
f. Value of Donated Space Rental	6660.00	6700.00	6750.00
g. Other (specify)	0	0	0
Total In-Kind Contributions	162,170.00	162,200.00	163,250.00

*** Please use the worksheet on page 7 to calculate the values for this line item.**

G. **In-Kind Salary Worksheet/Detail.** Use this table to calculate the value of volunteer service to your organization. You may specify a dollar value for each position if you are reasonably confident in the current value of the labor provided. If you are not sure of the value of a volunteer's contribution, please use these three wage levels:

Specialized professional services: $45/hr
Management/administrative support services: $25/hr
General labor: $10/hr

Actual: Last Fiscal Year (July 1, 2012-June 30, 2013)

Volunteer position	# of volunteers	Annual # hours per volunteer	Total annual # of hours	Hourly "wage" for this position	Total Value
Artistic Director	1	480	480	45	21,600
Dancers	12	216	2,592	45	116,640
Musicians	3	6	18	45	810
Marketing & Promotion	2	36	72	25	1800
Graphic Designer	1	40	40	45	1800
Videographer	1	25	25	45	1,125
Photographer	1	10	10	25	250
Bookkeeping	2	60	120	25	3,000
Web Design	1	40	40	25	1,000
Grant Writing	3	20	60	25	1,500
Costume Construction	2	15	30	25	750
Costume Designer	2	15	30	45	1,350
Production Crew	3	12	36	10	360
Arts Administration	4	40	160	10	1,600
Event Planning	5	10	50	10	500
Catering & Hospitality	3	10	30	10	300

H. Reimbursements.

Please provide a record of all receipts submitted to date to the Greenbelt Recreation Department for reimbursement during the current fiscal year. Receipts under $100 for similar purposes (such as office supplies) can be combined on a single line without specifying a date. Be sure to keep copies of your reimbursement requests for the remainder of the year. A full accounting of fiscal year 2014 reimbursements are required with your fiscal year 2015 application.

Fiscal Year (July 1, 2013 - present):

Date of expense	Description of expense	Amount
2/21/2014	Postcards.com (Garden Project -- Spanish / English Postcards)	$234.44
1/21/2014	Old Navy (Garden Project -- Costumes)	$111.21
	The first performance date for the garden project performance series	
	is April 26. We will be spending the remainder of the allocated city	
	funds for this project on costumes and footwear as budgeted	
	before the first performance.	

During Fiscal Year 2015, receipts presented to the Recreation Department for reimbursement should be accompanied by a brief note indicating the purpose of the expenditure. Expenses must relate clearly to the purposes specified in this application for which funding was sought. The organization authorizes the following officer or officers (limit: two) to present receipts for reimbursement:

Name: Angella Foster Title: Artistic Director

Name: Brytt Brooks Title: _____

If applicable, please specify the organization's federal tax ID#: 36-4668688

I. Required attachments.

When submitting your completed application, please also enclose the following as electronic documents (ideally as PDF files):

1) Program calendars reflecting the organization's activities from the previous and current fiscal years, including upcoming events

2) If applicable, an itemized list of all proposed equipment **purchases valued at $250 or more** for which City funding is requested. All such purchases will require the permission of the Director of Recreation. In some instances, purchases can be made directly by the City and charged against the group's funding allocation.

3) Completed **Grant Impact Survey** (see form at the end of this application)

J. Signature

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. **By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.**

Signature APF Date 2/28/2014

Printed Name Angella Foster Position Artistic Director

Greenbelt Contribution Groups
Grant Impact Survey

This form is REQUIRED as part of all applications for Contribution Group support in FY 2015.

2014 is expected to be a challenging fiscal year for the City of Greenbelt. It is uncertain at this time whether a reduction may be needed in the amount of funds available for granting to the city's Contribution Groups. The purpose of this survey is to assess the potential impact of city budget cuts on the operations of these organizations.

Name of organization: Alight Dance Theater

Contact person: Angella Foster **Position:** Artistic Director

Phone: 301-821-1331 **Email:** angella@alightdancetheater.org

Currently, this organization is (please check one):

☐ A Contribution Group ☑ A Recognition Group

Amount of funding requested by this organization for FY 2015: $1000.00

1) What would be the impact on your organization if you were awarded 75% of the requested amount?

If we received 75% of our request, we would use that $750.00 to offer SHLES students an abbreviated version of our proposed eco-education / arts afterschool program. Instead of a 12 week program, we would only be able to offer students eight weeks of afterschool instruction. The expenses for an eight week model of the program would breakdown as follows: $400 teaching stipend, $250 for gardening supplies and $100 for printing.

2) What would be the impact on your organization if you were awarded 50% of the requested amount?

If we received 50% of our request, we would use that $500.00 to offer SHLES students an abbreviated version of our proposed eco-education / arts program. Instead of a 12 week program, we would only be able to offer students six weeks of afterschool instruction. The expenses for a six week version of the program would breakdown as follows: $300 stipend for teaching artist, $150 garden supplies and $50 for printing.

A. General Information

1. **Name of organization:** Greenbelt Baseball, Inc.
2. **Website:** www.leaguelineup.com/greenbeltbaseball
3. **Contact person:** Name – Jacquelyn Anthony Position – Treasurer
   Telephone 240-391-6965 or 301-526-6054 E-mail JackieDant@aol.com
4. **Organization's mailing address** (not a City of Greenbelt facility):
   P.O. Box 382, Greenbelt, MD 20768-0382

5. **What is the mission of this organization?**

The mission of Greenbelt Baseball, Inc. is to offer youth the opportunity to develop good sportsmanship, character, courage, loyalty and respect for authority by engaging in supervised competition. Additionally, we strive to provide ongoing athletic, recreational and service opportunities. Our League is open to the public. Furthermore, we provide guidance and basic knowledge in sound fundamental baseball through competent instruction. Combined, these attributes of the League assist them in becoming assets to the community.

6. **Please check one.** Currently, the applicant organization:

   a. ____ Is a Greenbelt Recognition Group
   b. __X__ Is a Greenbelt Contribution Group

7. **Please check one.** The applicant organization:

   a. ____ Is recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization
   b. ____ Has applied for 501(C)3 status
   c. __X__ Is not recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization and has not applied for this status

8. **Governance.** Please list your current Board of Directors (if applicable) and the officers of your organization. Please specify the term of their offices and whether or not they are Greenbelt residents.

Name	Greenbelt resident (yes/no)	Position	Term length
Brian Bailey	Yes	President	1 year
Sergio McKenzie	Yes	Vice President	1 year
Christine Bailey	Yes	Secretary	1 year
Jacquelyn Anthony	Yes	Treasurer	1 year
Jim Inzeo	Yes	Major League (ML) Commissioner	1 year
Andrew Bender	Yes	Assistant ML Commissioner/Minor League Commissioner	1 year
Greg Fisanich	Yes	Tee Ball Commissioner	1 year
Matthew Inzeo	No	Board Member	1 Year
Al Dawson	No	Board Member	1 Year
Mike Rodriguez	Yes	Board Member	1 Year

Name	Greenbelt resident (yes/no)	Position	Term length
Jen Murray	Yes	Board Member	1 Year
Pat Kennedy	Yes	Board Member	1 Year
Rod Schwartz	Yes	Board Member	1 Year

How does your organization select Board members and/or officers?

Our organization selects Officers yearly at our October board meeting. The election of the governing body is held by secret ballot. Nominees are made from the floor with one or more nominees for each office. Nominees are elected into office by a majority vote. Newly elected Officers assume their duties on 1 November.

Individuals requesting to join the Board must submit a written request addressed to Greenbelt Baseball, Inc. New board members are voted in by a majority vote.

9. **Registered Members.** Include projections and estimates as needed. If your organization does not have a membership structure, please note this below. **ONLY INCLUDE REGISTERED MEMBERS.**

July 2012-2013 **175** July 2013-2014 **175** July 2014-2015 (Projected) **175**

Current year membership: % Greenbelt Residents **80** % Non-Residents **20**

% ages 12 and under **100%** % 13-17 yrs. **0%** 18-59 yrs. **0** % 60+ yrs. **0**

Who counts as a member of your organization? What are the requirements for membership?

All paid participants count as a member of our organization. The requirements for membership include submitting and completing registration forms and participating in baseball games as an athlete.

10. **Non-Registered Participants.** Indicate the number of additional persons benefitting from the organization's programs. **This would include spectators, coaches, and other volunteers**

July 2012-2013 **400** July 2013-2014 **400** July 2014-2015(Projected) **400**

Current year participants: % Greenbelt Residents **80** % Non-Residents **20**

% ages 12 and under _____% 13-17 yrs. _____ % 18-59 yrs. **90** % 60+ yrs. **10**

Please summarize the ways in which non-members participate in your organization's programs.

Non-members participate by donating time as a Manager/Coach, participating in fundraisers, working the snack shack, sponsoring a team or donating money to Greenbelt Baseball, Inc.

11. **Paid personnel.** Please provide information for the current fiscal year.

Employees

Position	# of employees	Description of duties
N/A		

Independent contractors and consultants

Position	# of contractors	Description of duties
Umpires	Unknown	Provide umpire services during Major League baseball games.

B. Narrative. Please address all of the following points briefly in three pages or fewer.

1. **Organizational History and Activities.** Provide a brief historical overview of your organization, including date of founding and a general description of the organization's sponsored activities. Please highlight your organization's greatest achievements during the current year.

   Greenbelt Baseball, Inc. was founded in 1951. The organization has been providing children 12 and under who live in the city limits of Greenbelt and surrounding areas the opportunity to learn and play the game of baseball. The Season begins in the spring each year with a minimum of eight games each week. The Season kicks off with an opening day parade. The parade includes all teams displaying their banner and marching to the little league field. The season concludes with the Annual City Championship game in July. Towards the end of the season, the league hosts an All-Star game. Finally, we provide an instructional season (Fall Ball) which runs for either weeks beginning in September. Fall Ball runs through October. During Fall Ball, the children play 6 games per week.

   One of our greatest achievements during the year was allowing former Greenbelt Baseball athletes to return and assist the Managers with the team. This enabled the younger athletes to hear about the next level after little league baseball and provide the older athletes the opportunity to earn community service hours.

2. **Benefit to City of Greenbelt residents.** If less than 2/3 of your members, non-member participants, or organizational leaders (Board members and/or officers) are Greenbelt residents, please explain how your organization's activities enrich the City of Greenbelt and its residents. If your membership, non-member participation and organization leadership all reflect at least 2/3 Greenbelt resident participation, you may answer "N/A" (not applicable) to this item.

   N/A – We receive more than 2/3 participation from Greenbelt residents.

3. **Fundraising.** Contribution Groups are required to develop and implement a fundraising plan with a goal of raising at least $1.00 in cash income for each dollar that the group is requesting from the City of Greenbelt. Comment on the nature and success of your fundraising efforts during the current and prior fiscal year. If your organization did not match the City's contribution in FY2013, please explain the deficit and detail what corrective efforts your organization is taking to increase fundraising. Describe your organization's fundraising plan for fiscal year 2015.

   Greenbelt Baseball, Inc. raises funds primarily through the operation of the concession stand (The Shack). The Shack is open during all games and sells a variety of items such as, but not limited to, hot dogs, hamburgers, chips, water, soda, Gatorade, candy, etc. In addition to operating the Shack, we normally hold at least 2 car washes and other fundraising events throughout the year. Furthermore, the organization participates in the Greenbelt Labor Day festival by renting a booth. This not only allows us to raise funds for the organization but also provide us with the opportunity to promote the league. We will continue to operate the Shack in fiscal year 2015.

   To ensure we are able to meet the fundraising requirement, we are sponsoring a number of additional fundraisers events/activities. For example, we have added a "Fan Shop" to our website. This allows individuals to shop online for baseball paraphernalia. In turn, Greenbelt Baseball will receive 15% for each item purchased. We have also been in communication with a number of vendors within the Greenbelt community to hold fundraising events at their establishment.

4. **Challenges.** What are the most significant challenges which your organization has faced during the current year? How has your organization responded to these challenges?

The most significant challenge faced by our organization continues to be the conditions of our playing fields. Without the proper drainage, the field conditions deteriorate. Officers from our organization continue to work with Public Works to provide the proper drainage to help eliminate the problem.

5. **Goals.** What does your organization hope to achieve during fiscal year 2015? What does your organization hope to achieve within the next five years?

   Our organization hopes to improve the competitiveness within our organization. This will enable our athletes to compete with other athletes nationwide (such as on travel teams, tournaments, etc). Within the next five years, we plan to continue in this direction to ensure our athletes continue to develop into well rounded All-Star players.

6. **City Support.** Please indicate what financial and in-kind support has been provided to your organization by the City during the current year. How much funding is your organization requesting of the City for fiscal year 2015? How would these funds be used? What in-kind support, if any, does your organization anticipate requesting from the City during the coming year?

   During the current fiscal year, we were approved to receive $10,000 in support from the City of Greenbelt. For fiscal year 2015, we are requesting $10,000. These funds will be used to provide uniforms and equipment for the league teams. As we move to increase our competiveness, additional equipment purchases and uniforms will be required to adhere to rules and regulations stated by the various tournaments. Additionally, we anticipate an increase in the prices from our equipment vendors as a result of the economy.

C. Budget Worksheet Please note: all information must conform to the city's fiscal year dates as indicated.

EXPENSES	**Actual Totals, Last Fiscal Year** July 1, 2012 – June 30, 2013	**Budget, Current Fiscal Year** July 1, 2013– June 30, 2014	**Proposed, Next Fiscal Year** July 1, 2014 – June 30, 2015
a. Salaries and wages	$0	$0	$0
b. Consultants' fees	$0	$0	$0
c. Contractual personnel	$11,945	$6,700	$6,901
d. Facility rental	$50	$300	$300
e. Dues/ memberships	$526	$60	$1,592
f. Utilities	$1,557	$1,465	$1,509
g. Insurance	$1,110	$1,426	$1,469
h. Supplies and materials	$483	$205	$211
i. Equipment purchases	$10,873	$13,592	$14,000
j. Equipment rental	$153	$0	$0
k. Marketing	$244	$660	$680
l. Publications	$0	$0	$0
m. Postage	$15	$155	$70
n. Awards	$2,732	$2,850	$2,850
o. Payment of debt	$0	$0	$0
p. Other (Shack)	$8,168	$7,600	$7,800
q. Other (Fundraising)	$3,834	$4,000	$4,120
Total Expenses	**$41,689**	**$39,013**	**$41,502**

INCOME	Actual Totals, Last Fiscal Year July 1, 2012 – June 30, 2013	Budget, Current Fiscal Year July 1, 2013 – June 30, 2014	Proposed, Next Fiscal Year July 1, 2014– June 30, 2015
a. Sales	$0	$0	$0
b. Admissions	$0	$0	$0
c. Tuition	$0	$0	$0
d. Contracted services	$0	$0	$0
e. Membership dues	$9,920	$8,750	$8,500
f. Corporate support	$3,600	$2,700	$2,700
g. Foundation support	$0	$0	$0
h. Individual donations	$25	$0	$0
i. Loans	$0	$0	$0
j. City support	$9,083	$10,000	$10,000
k. Grants (specify)	$0	$0	$0
l. Other (Shack expenses)	$13,790	$13,000	$14,000
m. Fundraising	$7,565	$6,000	$7,000
Total Income	**$43,983**	**$40,450**	**$42,350**

PROFIT OR LOSS	Actual Totals, Last Fiscal Year July 1, 2011 – June 30, 2012	Budget, Current Fiscal Year July 1, 2012 – June 30, 2013	Proposed, Next Fiscal Year July 1, 2013 – June 30, 2014
Income over expenses OR	$2,294	$1,437	$1,018
Expenses over income			

D. Cash Balance

CASH BALANCE	Actual as of June 30, 2013 (Last Fiscal Year)	Projected as of June 30, 2014 (Current Fiscal Year)
a. Checking	$12,204	**$6,000**
b. Savings	0	0
c. Investments/other (specify)	0	0
d. Intended use of cash balance	0	0

E. Debt Profile

DEBT (please specify creditor and loan purpose)	Actual: monies owed as of June 30, 2013 (Last Fiscal Year)	Projected: monies owed as of June 30, 2014 (Current Fiscal Year)
a. N/A		

F. In-Kind Contributions Please estimate dollar values.

IN-KIND CONTRIBUTIONS	Actual Totals, Last Fiscal Year July 1, 2012–	Projected, Current Fiscal Year End July 1, 2013 –	Proposed, Next Fiscal Year July 1, 2014 –

	June 30, 2013	June 30, 2014	June 30, 2015
a. Volunteer service*	$104,347	$104,347	$104,347
b. Donated Equipment			
c. Waived Fees (specify)			
d. Donated Supplies and Materials			
e. Donated Travel Costs			
f. Value of Donated Space Rental	$1,080	$1,080	$1,080
g. Other (specify)			
Total In-Kind Contributions	**$105,427**	**$105,427**	**$105,427**

*** Please use the worksheet on page 7 to calculate the values for this line item.**

G. **In-Kind Salary Worksheet/Detail.** Use this table to calculate the value of volunteer service to your organization. You may specify a dollar value for each position if you are reasonably confident in the current value of the labor provided. If you are not sure of the value of a volunteer's contribution, please use these three wage levels:

Specialized professional services: $45/hr
Management/administrative support services: $25/hr
General labor: $10/hr

Actual: Last Fiscal Year (July 1, 2012 - June 30, 2013)

Volunteer position	# of volunteers	Annual # hours per volunteer	Total annual # of hours	Hourly "wage" for this position	Total Value
Officers	8	208	1,664	$45.00	$74,880
Members	10	104	1,040	$25.00	$26,000
Other Volunteers	5	69	347	$10.00	$3,467

H. Reimbursements.

Please provide a record of all receipts submitted to date to the Greenbelt Recreation Department for reimbursement during the current fiscal year. Receipts under $100 for similar purposes (such as office supplies) can be combined on a single line without specifying a date. Be sure to keep copies of your reimbursement requests for the remainder of the year. A full accounting of expenses for FY2014 to date are required with your FY 2014 application.

Fiscal Year (July 1, 2013 - present):

Date of expense	Description of expense	Amount
	To date, an accounting has not been submitted to the City for reimbursement.	

During Fiscal Year 2015, receipts presented to the Recreation Department for reimbursement should be accompanied by a brief note indicating the purpose of the expenditure. Expenses must relate clearly to the purposes specified in this application for which funding was sought. The organization authorizes the following officer or officers (limit: two) to present receipts for reimbursement:

Name: **Jacquelyn Anthony** Title: **Treasurer**

Name: **Jim Inzeo** Title: **Commissioner**

If applicable, please specify the organization's federal tax ID#: **27-4501776**

I. Required attachments.

When submitting your completed application, please also enclose the following as electronic documents (ideally as PDF files):

1) Program calendars reflecting the organization's activities from the previous and current fiscal years, including upcoming events (see attached)

2) If applicable, an itemized list of all proposed equipment **purchases valued at $250 or more** for which City funding is requested. All such purchases will require the permission of the Director of Recreation. In some instances, purchases can be made directly by the City and charged against the group's funding allocation. (APPENDIX A)

3) Completed **Grant Impact Survey** (see enclosed form) – (APPENDIX B)

J. Signature

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. **By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.**

Signature *Jacquelyn Anthony* Date 02/28/2014

Printed Name Jacquelyn Anthony Position Treasurer

Itemized List of Proposed Purchases

5 dozen Level 1 T-ball baseballs
(3) T-ball bats – (1- 24" bat), (2-25" bat)
16 dozen Level 5 baseballs
(1) 26" bat
(2) 28" bats
(1) 29" bat
(3) 30" bats
(1) 32" bat
30 dozen Little League baseballs
(4) All Star left hand throw catchers mitts
(6) All Star regular catchers mitts
(7) buckets with 2 dozen practice balls
(4) Catchers Helmets/Mask Combo
(8) Batting Helmets
(2) Easton Wood Fungo Bats
(4) Catchers Knee Savers
(1) Heavy Duty Batting T's
(190) Baseball Jerseys
(190) Baseball Caps
(3) Batting Practice Swing Bats
2 dozen whiffle balls w/bucket
(1)Baseball Pitching Machine
4 First Aid kits
200 Ice Packs

Greenbelt Contribution Groups
Grant Impact Survey

This form is REQUIRED as part of all applications for Contribution Group support in FY 2015.

2013 is expected to be a challenging fiscal year for the City of Greenbelt. It is uncertain at this time whether a reduction may be needed in the amount of funds available for granting to the city's Contribution Groups. The purpose of this survey is to assess the potential impact of city budget cuts on the operations of these organizations.

Name of organization: Greenbelt Baseball, Inc.

Contact person: Jacquelyn Anthony **Position:** Treasurer

Phone: 240-391-6965 **Email:** JackieDant@aol.com

Currently, this organization is (please check one):

✓ A Contribution Group _____ A Recognition Group

Amount of funding requested by this organization for FY 2014: $10,000

1) What would be the impact on your organization if you were awarded 75% of the requested amount?

Greenbelt Baseball, Inc. relies on the City's yearly contribution. Not receiving the entire amount requested would force us to drastically increase registration fees in order to pay for the equipment and uniforms needed to operate the league successfully.

2) What would be the impact on your organization if you were awarded 50% of the requested amount?

Being awarded 50% of the requested amount will be detrimental to the Greenbelt Baseball league. For some of the children currently participating in the league, this is the only extra curricular activity outside of school activities that they participate in. Receiving only 50% of the requested amount would require us to eliminate the T-Ball League as well as Minor League (Machine Pitch) and possibly reduce the number of teams currently participating in Major League. As a result of this reduction, this will also reduce the amount we currently receive from our sponsors. The organization receives corporation sponsorship from neighborhood organizations. If the League is forced to eliminate teams, this may also reduce or corporate sponsorship.

Greenbelt Baseball Major League Schedule 2013

Opening Day is 4/7

17 Games

Day	Date	Time	Game	#
Sun	7-Apr	1:00	A's @ Cards	1
Sun	7-Apr	3:30	Giants @ Indians	2
Mon	8-Apr	6:00	Cubs @ Cards	3
Tue	9-Apr	6:00	Giants @ O's	4
Wed	10-Apr	6:00	A's @ Indians	5
Thur	11-Apr	6:00	Tigers @ Nationals	6
Fri	12-Apr	6:00	Giants @ A's	7
Fri	12-Apr	*7:00	Indians @ Cubs	8
Sat	13-Apr	**10:00**	Tigers @ O's	9
Sat	13-Apr	1:00	Nationals @ Cards	10
Mon	15-Apr	6:00	O's @ Cubs	11
Tue	16-Apr	6:00	Cards @ Giants	12
Wed	17-Apr	6:00	A's @ Tigers	13
Thur	18-Apr	6:00	Nationals @ Indians	14
Fri	19-Apr	6:00	Tigers @ Giants	15
Fri	19-Apr	*7:00	O's @ A's	16
Sat	20-Apr	**10:00**	Cubs @ Nationals	17
Sat	20-Apr	1:00	Indians @ Cards	18
Mon	22-Apr	6:00	Tigers @ Cubs	19
Tue	23-Apr	6:00	Indians @ O's	20
Wed	24-Apr	6:00	Tigers @ A's	21
Thur	25-Apr	6:00	Indians @ Nationals	22
Fri	26-Apr	6:00	O's @ Cards	23
Fri	26-Apr	*7:00	Cubs @ A's	24
Sat	27-Apr	**10:00**	Nationals @ Giants	25
Sat	27-Apr	1:00	Tryouts/Rain Make-up	
Mon	29-Apr	6:00	Indians @ Giants	26
Tue	30-Apr	6:00	A's @ Nationals	27
Wed	1-May	6:00	Tigers @ Cards	28
Thur	2-May	6:00	Cubs @ O's	29
Fri	3-May	6:00	Nationals @ Giants	30
Fri	3-May	*7:00	Indians @ A's	31
Sat	4-May	**10:00**	Cubs @ Tigers	32
Sat	4-May	1:00	Cards @ O's	33
Mon	6-May	6:00	Indians @ Tigers	34
Tue	7-May	6:00	Nationals @ A's	35
Wed	8-May	6:00	Giants @ Cubs	36
Thur	9-May	6:00	O's @ Tigers	37
Fri	10-May	6:00	Cards @ Nationals	38
Fri	10-May	*7:00	Cubs @ Indians	39
Sat	11-May	**10:00**	A's @ Giants	40
Sat	11-May	1:00	Tryouts/Rain Make-up	

Day	Date	Time	Game	#
Mon	13-May	6:00	Tigers @ Indians	41
Tue	14-May	6:00	Cards @ Cubs	42
Wed	15-May	6:00	O's @ Giants	43
Thur	16-May	6:00	Cards @ Indians	44
Fri	17-May	6:00	Giants @ Tigers	45
Fri	17-May	*7:00	A's @ O's	46
Sat	18-May	**10:00**	Nationals @ Cubs	47
Sat	18-May	1:00	Tryouts/Rain Make-up	
Mon	20-May	6:00	Tigers @ O's	48
Tue	21-May	6:00	Cubs @ Giants	49
Wed	22-May	6:00	Cards @ A's	50
Thur	23-May	6:00	Nationals @ O's	51
Fri	24-May	6:00	A's @ Tigers	52
Fri	24-May	*7:00	Cards @ Cubs	53
Sat	25-May	**10:00**	Tryouts/Rain Make-up	
Sat	25-May	1:00	Tryouts/Rain Make-up	
Mon	27-May	6:00	Memorial Day	
Tue	28-May	6:00	Giants @ Nationals	54
Wed	29-May	6:00	O's @ Indians	55
Thur	30-May	6:00	Cards @ Tigers	56
Fri	31-May	6:00	Nationals @ Cubs	57
Fri	31-May	*6:00	Indians @ A's	58
Fri	31-May	After	Parents & Coaches	
Sat	1-Jun	**10:00**	Tryouts/Rain Make-up	
Sat	1-Jun	1PM - 3	AL All-Star Practice	
Sat	1-Jun	4PM - 6	NL All-Star Practice	
Sun	2-Jun	1:00	ALL-STAR GAME	59
Mon	3-Jun	6:00	Cards @ Nationals	60
Tue	4-Jun	6:00	O's @ Indians	61
Wed	5-Jun	6:00	Giants @ Cubs	62
Thur	6-Jun	6:00	Tigers @ Nationals	63
Fri	7-Jun	6:00	Cards @ Giants	64
Fri	7-Jun	*7:00	Rain Make-Up	
Sat	8-Jun	**10:00**	Cubs @ A's	65
Sat	8-Jun	1:00	Rain Make-Up	
Mon	10-Jun	6:00	O's @ Nationals	66
Tue	11-Jun	6:00	Indians @ Tigers	67
Wed	12-Jun	6:00	Giants @ Cards	68
Thur	13-Jun	6:00	A's @ O's	69
Fri	14-Jun	6:00	Tryouts/Rain Make-up	
Fri	14-Jun	*7:00	Tryouts/Rain Make-up	
Sat	15-Jun	**10:00**	Tryouts/Rain Make-up	
Sat	15-Jun	1:00	Tryouts/Rain Make-up	
Mon	17-Jun	6:00	Playoffs Begin	

Home Team Listed Last

* Games Played at Braden Field #2

A.M. Times Boldface

Greenbelt Baseball Major League Schedule 2014

Opening Day is 4/13

17 Games

Day	Date	Time	Game	#
Sun	13-Apr	1:00	Tigers @ Cardinals	1
Sun	13-Apr	4:00	O's @ Giants	2
Mon	14-Apr	6:00	Cubs @ Indians	3
Tue	15-Apr	6:00	Tigers @ O's	4
Wed	16-Apr	6:00	Cardinals @ A's	5
Thur	17-Apr	6:00	Giants @ Cubs	6
Fri	18-Apr	6:00	Tigers @ A's	7
Sat	19-Apr	**10:00**	Giants @ O's	8
Sat	19-Apr	1:00	Indians @ Cardinals	9
Mon	21-Apr	6:00	O's @ Cardinals	10
Tue	22-Apr	6:00	Indians @ Tigers	11
Wed	23-Apr	6:00	A's @ Giants	12
Thur	24-Apr	6:00	Cubs @ Cardinals	13
Fri	25-Apr	6:00	Giants @ Tigers	14
Sat	26-Apr	**10:00**	O's @ A's	15
Sat	26-Apr	1:00	Cardinals @ Indians	16
Mon	28-Apr	6:00	Indians @ A's	17
Tue	29-Apr	6:00	Giants @ Tigers	18
Wed	30-Apr	6:00	Cardinals @ Cubs	19
Thur	1-May	6:00	O's @ Indians	20
Fri	2-May	6:00	Giants @ A's	21
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Sat	3-May	1:00	Cubs @ Tigers	23
Mon	5-May	6:00	Indians @ O's	24
Tue	6-May	6:00	Giants @ Cardinals	25
Wed	7-May	6:00	Cubs @ A's	26
Thur	8-May	6:00	Cardinals @ Tigers	27
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Thur	15-May	6:00	A's @ Cubs	34
Fri	16-May	6:00	Indians @ Cardinals	35
Sat	17-May	**10:00**	Tigers @ Giants	36
Sat	17-May	1:00	A's @ O's	37

Day	Date	Time	Game	#
Mon	19-May	6:00	Cardinals @ Giants	38
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Wed	21-May	6:00	A's @ Indians	40
Thur	22-May	6:00	O's @ Cardinals	41
Fri	23-May	6:00	Indians @ Giants	42
Sat	24-May	**10:00**	A's @ Tigers	43
Sat	24-May	1:00	Cubs @ O's	44
Mon	26-May	6:00	Memorial Day	
Tue	27-May	6:00	O's @ Indians	45
Wed	28-May	6:00	A's @ Cubs	46
Thur	29-May	6:00	Giants @ Indians	47
Fri	30-May	6:00	O's @ Tigers	48
*Fri	30-May	8:30	Parents & Coaches	
Sat	31-May	10:00	Cards @ A's	49
Sat	31-May	1:00	Cubs @ Giants	50
Sat	31-May	3:00	NL All-Star Practice	
Sat	31-May	5:00	AL All-Star Practice	
Sun	1-Jun	1:00	All Star Game	51
Mon	2-Jun	6:00	Cards @ Cubs	52
Tue	3-Jun	6:00	Indians @ Tigers	53
Wed	4-Jun	6:00	Rain Make-Up	
Thur	5-Jun	6:00	Indians @ A's	54
Fri	6-Jun	6:00	Tigers @ Cards	55
Sat	7-Jun	**10:00**	A's @ Giants	56
Sat	7-Jun	1:00	Cubs @ O's	57
Mon	9-Jun	6:00	A's @ Cardinals	58
Tue	10-Jun	6:00	Cubs @ Giants	59
Wed	11-Jun	6:00	Tigers @ Indians	60
Thur	12-Jun	6:00	A's @ O's	61
Fri	13-Jun	6:00	Tigers @ Cubs	62
Sat	14-Jun	**10:00**	Giants @ Indians	63
Sat	14-Jun	1:00	Cardinals @ O's	64

Home Team Listed Last

* Games Played at Braden Field #2

A.M. Times Boldface

2014 Minor League Baseball Schedule

Day	Date	Time	Field	Visitor Team VS Home Team Names
MON	4/14/2014	6PM	BRADEN #3	MUCKDOGS VS THUNDER
WED	4/16/2014	6PM	BRADEN #3	THUNDER VS SAND GNATS
FRI	4/18/2014	6PM	BRADEN#3	SAND GNATS VS MUCKDOGS
MON	4/21/2014	6PM	BRADEN#3	THUNDER VS MUCKDOGS
WED	4/23/2014	6PM	BRADEN#3	SAND GNATS VS THUNDER
FRI	4/25/2014	6PM	BRADEN#3	MUCKDOGS VS SAND GNATS
MON	4/28/2014	6PM	BRADEN#3	THUNDER VS SANDGNATS
WED	4/30/2014	6PM	BRADEN#3	SANDGNATS VS MUCKDOGS
FRI	5/2/2014	6PM	BRADEN#3	MUCKDOGS VS THUNDER
MON	5/5/2014	6PM	BRADEN#3	MUCKDOGS VS SANDGNATS
WED	5/7/2014	6PM	BRADEN#3	SANDGNATS VS THUNDER
FRI	5/9/2014	6PM	BRADEN#3	THUNDER VS MUCKDOGS
MON	5/12/2014	6PM	BRADEN#3	SAND GNATS VS MUCKDOGS
WED	5/14/2014	6PM	BRADEN#3	MUCKDOGS VS THUNDER
FRI	5/16/2014	6PM	BRADEN#3	THUNDER VS SAND GNATS
MON	5/19/2014	6PM	BRADEN#3	SAND GNATS VS THUNDER
WED	5/21/2014	6PM	BRADEN#3	MUCKDOGS VS SAND GNATS
FRI	5/23/2014	6PM	BRADEN#3	THUNDER VS MUCKDOGS
TUES	5/27/2014	6PM	BRADEN#3	MUCKDOGS VS THUNDER
WED	5/28/2014	6PM	BRADEN#3	THUNDER VS SAND GNATS
FRI	5/30/2014	6PM	BRADEN#3	SAND GNATS VS MUCKDOGS
MON	6/2/2014	6PM	BRADEN#3	THUNDER VS MUCKDOGS
WED	6/4/2014	6PM	BRADEN#3	SAND GNATS VS THUNDER
FRI	6/6/2014	6PM	BRADEN#3	MUCKDOGS VS SAND GNATS
MON	6/9/2014	6PM	BRADEN#3	THUNDER VS SAND GNATS
WED	6/11/2014	6PM	BRADEN#3	SAND GNATS VS MUCKDOGS
FRI	6/13/2014	6PM	BRADEN#3	MUCKDOGS VS THUNDER
				****PLAYOFFS****
MON	6/16/2014	6PM	BRADEN #3	3rd PLACE VS 2nd PLACE TEAMS
WED	6/18/2014	6PM	BRADEN #3	WINNER ON MON VS 1st PLACE TEAM
SUN	6/22/2014	1PM	MCDONALD'S	ALL PLAY AND TROPHIES
------	6/23/2014	6PM	BRADEN #3	ADVANCED DEVELOPMENT STARTS

A. General Information

1. **Name of organization:** Chesapeake Education Arts and Research Society Inc. (CHEARS)
2. **Website:** www.chears.org
3. **Contact person:** Name Kimberly L. Walsh Position Executive Director
   Telephone 301-458-0241 E-mail kim@chears.org
4. **Organization's mailing address** (not a City of Greenbelt facility):
   P.O. Box 1841 Greenbelt, MD 20768
5. **What is the mission of this organization?**
   CHEARS mission is to restore the health of all life in the Chesapeake Bay watershed through arts, education, research, and action projects organized & implemented by volunteers to increase civic engagement of earth stewardship.
6. **Please check one.** Currently, the applicant organization:
   a. ✓ Is a Greenbelt Recognition Group
   b. ____ Is a Greenbelt Contribution Group
7. **Please check one.** The applicant organization:
   a. ✓ Is recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization
   b. ____ Has applied for 501(C)3 status
   c. ____ Is not recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization and has not applied for this status
8. **Governance.** Please list your current Board of Directors (if applicable) and the officers of your organization. Please specify the term of their offices and whether or not they are Greenbelt residents.

Name	Greenbelt resident (yes/no)	Position	Term length
Chase Clement	No	Convenor	2012-14
Robert Cahalan	Yes	Vice-Convenor	2014-16
Joan Clement	No	Treasurer/Secretary	2012-14
Margaret Cahalan	Yes		2014-16
Eugenia Kalnay	Yes		2014-16
Chandra Taylor Smith	No		2013-15
Marcia Freeman	No		2014-16

How does your organization select Board members and/or officers?

A nominating committee made up of 3 Board members uses a Board Assessment Tool to assess current officers, Board composition, functions and nominates/invites community leaders. An interview takes place with a potential Board member to discuss roles/responsibilities as well as their personal goals for the term. Officers are nominated positions and rotates every 2 years at the Annual Retreat.

9. **Registered Members.** Include projections and estimates as needed. If your organization does not have a membership structure, please note this below. **ONLY INCLUDE REGISTERED MEMBERS.**

July 2012-2013 16 July 2013-2014 20 July 2014-2015 (Projected) 25

Current year membership: % Greenbelt Residents 80 % Non-Residents 20

% ages 12 and under _____ % 13-17 yrs. _____ % 18-59 yrs. _____ % 60+ yrs. _____

Who counts as a member of your organization? What are the requirements for membership?

We do not have a membership structure . Volunteer project coordinators are members of the organization & their are no specific dues or requirements.

10. **Non-Registered Participants.** Indicate the number of additional persons benefitting from the organization's programs. **This would include spectators, coaches, and other volunteers**

July 2012-2013 350 July 2013-2014 450 July 2014-2015(Projected) 600

Current year participants: % Greenbelt Residents 80 % Non-Residents 20

% ages 12 and under 10 % 13-17 yrs. 30 % 18-59 yrs. 40 % 60+ yrs. 20

Please summarize the ways in which non-members participate in your organization's programs.

Attendees of Green Man & Harvest Festivals, GCAN Meetings, Events at Forested in Bowie, Open volunteer workdays and educational events at 3 Sisters Gardens & food forest sites.

11. **Paid personnel.** Please provide information for the current fiscal year.

Employees

Position	# of employees	Description of duties
Executive Director	1	Fundraising, Board Development, Grant Writing & Reporting,
		Bookkeeping, Supervision, Project Management Assistance
Communications Coordinator	1	Website & Social Media, Press Releases, Publications

Independent contractors and consultants

Position	# of contractors	Description of duties
Accountant	1	1099s & Taxes 990-EZ
Tech Support	1	Technical Assistance with Trouble Shooting Websites
Lawyer	1	Legal Advice
Volunteer Coordinator	1	Volunteer program development, coordination,
		implementation, evaluation & direct service

B. Narrative. Please address all of the following points briefly in three pages or fewer.

1. **Organizational History and Activities.** Provide a brief historical overview of your organization, including date of founding and a general description of the organization's sponsored activities. Please highlight your organization's greatest achievements during the current year.

2. **Benefit to City of Greenbelt residents.** If less than 2/3 of your members, non-member participants, or organizational leaders (Board members and/or officers) are Greenbelt residents, please explain how your organization's activities enrich the City of Greenbelt and its residents. If your membership, non-member participation and organization leadership all reflect at least 2/3 Greenbelt resident participation, you may answer "N/A" (not applicable) to this item.

3. **Fundraising.** Contribution Groups are required to develop and implement a fundraising plan with a goal of raising at least $1.00 in cash income for each dollar that the group is requesting from the City of Greenbelt. Comment on the nature and success of your fundraising efforts during the current and prior fiscal year. If your organization did not match the City's contribution in FY2013, please explain the deficit and detail what corrective efforts your organization is taking to increase fundraising. Describe your organization's fundraising plan for fiscal year 2015.

4. **Challenges.** What are the most significant challenges which your organization has faced during the current year? How has your organization responded to these challenges?

5. **Goals.** What does your organization hope to achieve during fiscal year 2015? What does your organization hope to achieve within the next five years?

6. **City Support.** Please indicate what financial and in-kind support has been provided to your organization by the City during the current year. How much funding is your organization requesting of the City for fiscal year 2015? How would these funds be used? What in-kind support, if any, does your organization anticipate requesting from the City during the coming year?

1. Organizational History and Activities

CHEARS was founded in February 2006 with three founders (Margaret Cahalan, Robert Cahalan, and Joan Clement), two out of the three are residents of Greenbelt, MD. They worked with local community volunteers to start an after-school tutoring program called "Earth Squad" and mindful walks around Greenbelt Lake in Buddy Attick Park. Since then, CHEARS has organized/co-sponsored/hosted and collaborated on a number of activities that mainly take place in Greenbelt. CHEARS currently has ten active inter-related projects, which are the following:

(1) **Three Sisters Demonstration Gardens & Food Forests**- Outdoor garden and food forest living classrooms that allow community members to learn about local, sustainable, and responsible bay-friendly gardening and land care practices, unifying the three parts of Greenbelt.
(2) **Greenbelt Green Man Festival**- Green Man is the unofficial voice for the environment reminding us to celebrate Mother Earth and to shift our behaviors to increase ecosystem health and people care. Festival occurs each spring with local crafters and musicians.
(3) **Greenbelt Climate Action Network (GCAN)-** Educating residents about climate change by fostering sustainable behavior shifts and taking political action. Meetings occur monthly with topic specific speakers, films and discussion items.
(4) **Stone Soup/ Harvest Festival**- Music that celebrates and enlightens about the Chesapeake Bay Watershed, and the Nine Lives Donation/Exchange Yard Sales.
(5) **Permaculture Education**-A course on ecological design process and meeting human needs while enhancing planetary ecosystems, a holistic approach to regenerative food production and increasing the health of our planet.
(6) **Chestory: Center for the Chesapeake Story**- Bringing the artist in each of us to express our role in the ongoing story of Chesapeake life and culture through folk music and environmental education.
(7) **CHEL: Chesapeake Environmental Literacy**- Sharing creative ways to learn hands-on about ecology and the environment for the community. Home of the Chestory Virtual Archive, a resource focused on bringing science and the arts back together inside and outside of the classroom for Maryland students and teachers.
(8) **Home Salons:** Environmental Films, Potluck & Discussion- Films focused on the health of the Chesapeake bioregion and its inhabitants to foster co-learning and community. Film topics are about timely environmental concerns, eco-social justice issues, and sustainable food alternatives on the local, national, and international levels.
(9) **Forest Stewardship**- Providing knowledge and care of Greenbelt's remnant woods through community forestry workshops and natural resource management service learning opportunities.
(10) **Memorial Legacy**-honoring past Greenbelt activists in the fields of Creativity, Environment, Social Justice and Peace!

All of the projects are organized & implemented by volunteer project coordinators. Each project coordinator recruits volunteers and collaborates with other agencies such as the City of Greenbelt Public Works, City of Greenbelt Parks and Recreation, CampFire USA, Greenbelt Middle School, University of Maryland, Forested Inc., Concerned Citizens to

Restore Indian Creek, Calvert Marine Museum, Chesapeake Biological Laboratory, Alight Dance Theater, Community Forklift, and other community based organizations that have a similar mission of environmental literacy, education, earth stewardship and civic engagement as well as media and performance arts. Half of the projects are on-going throughout the year and the other half are once a year community events. Many of the volunteers work with each other to mutually support project implementation by coordinating event dates and locations. All volunteer project coordinators hold other forms of employment, both full and part time throughout the DC Metro area and in southern MD.

One of our greatest accomplishments this year was the immediate and quick response for the Doug Love Memorial Legacy project. We were able to respond to a need from a long-time Greenbelt activist and co-organize events to remember and value the work of past civic leaders from the Greenbelt community.

2. Benefits to City of Greenbelt Residents

All but one of our activities are free and open to the public to attend, learn, connect with neighbors, and care for the environment. This allows Greenbelt residents numerous opportunities to volunteer, host an event in their homes, or work with others in coordinating an event related to sustainability, local economy, science, and arts.

Some examples are: Greenbelt Climate Action Network (GCAN) organizes/ hosts/ activates community members with educational films/book discussions/skill-shares and attendance at conferences/rallies/seminars on climate justice, alternative energy options, and community economics. Our seasonal events such as the Green Man Festival and Harvest Festival bring local artists, crafters and musicians to celebrate both Spring and Fall and to support local economy and community.

3. Fundraising

CHEARS fundraising strategy is a combination of grants, individual donor contributions, GoodSearch campaign, course fees, vendor fees, and raffles at existing annual festivals. We have been successful in receiving grant awards in the past year due to various community partnerships. The partnership approach in writing grants and development of projects has led to stronger networks in the Greenbelt community and throughout the Chesapeake Bay watershed. This allows us to be flexible with programming and extend our network and connect with our neighbors within the rural and urban areas along with folks up and down river from Greenbelt, MD. We are currently learning to use an on-line software program (eTapestry) to develop a formalized donor contribution program and staff is working with a fundraising sub-committee to develop a work plan for 2014-2015.

4. Challenges

As a no-office organization, with two part-time staff using technology for virtual meetings and project development, we have grown in our network and on-going partnership collaborations. We have been quite successful in project development and outreach, however lack the time and resources in the follow-up work. Currently, the challenges are monitoring projects with accurate data collection, evaluations, and

publishing both stories and figures of the collective impact of the various volunteer coordinated projects. This aspect of work requires tools, skills, along with time and resources dedicated to the importance of a complete project report, especially on community engagement and impact of non-profits in Greenbelt, MD.

5. Goals

CHEARS actively pursues the idea of intergenerational environmental volunteerism and civic engagement. We believe that residents meeting in public places and spaces improve neighborhoods, brings safety, security, jobs, environmental literacy, and pride to the town. We hope to encourage the "No Child Left Inside" Act of 2011 facilitating the extension of the school classrooms to the outdoors. Adults and seniors, like youth, also suffer from "nature-deficit disorder", a term coined by author Richard Louv in his book "Last Child in the Woods" to describe what happens to young people who become disconnected from their natural world. Louv links this lack of nature to some of the most disturbing childhood trends, such as the rises in obesity, attention disorders, and depression. Thus, one of our overall goals is to engage the whole family in exploring the wonders of the outdoors, right here in Greenbelt.

Goals for fiscal year 2015:

1) Integrate the arts (movement, song, crafts) into public garden spaces for people to gather, work together, make friends, and learn from each other;
2) Expand on the idea of the Green Man Festival by collaborating with the Prince George's County Runners' Group to host a 5K walk/run on Mother's Day aligned with the national movement of "Let's Move", to bring both the Green Man and Mother Earth to health;
3) Encourage more Greenbelt residents to purchase from Groundswell, a local nonprofit organization that focuses on clean energy solutions, helps guide residents, and explains the available options for accessing affordable, clean energy, which gives back to the community and to participant in the Greenbelt Timebank (an on-line barter system for local services);
4) Co-organize with Prince George's County Peace and Justice Coalition on a Memorial Legacy event, remembering past outstanding Greenbelt activists.

Five-year goals:

1) Register the City of Greenbelt to become part of the national Transition Network Movement. The Transition Movement is a vibrant, grassroots movement that seeks to build community resilience in the face of such challenges as peak oil, climate change and the economic crisis. It engages people in strengthening their communities against the effects of these challenges, resulting in a life that is more abundant, fulfilling, equitable and socially connected.
2) Harness and facilitate the academic energy and training of college students from the University of Maryland to work with CHEARS and city-wide community service events;
3) Develop CHEARS goals, success indicators, baseline information, and possible improvement targets for inclusion in the Green ACES Sustainability Plan Framework. Engage citizens in gaining greater knowledge and a better

understanding of environmental impacts of achieving goals. Develop a systems tracking and modeling tool (temporarily called Greenbelt General Eco-Modeling Survey System (G-GEMSS)).

6. City Support

The City has supported CHEARS through the rental use of the rooms at Greenbelt Community and Springhill Lake Recreation Centers. This has allowed us to plan and present about topics ranging from ecological economics, monthly meetings, films, garden topic workshops, climate change and much more. The City has provided in-kind use of water at all three sites of the Three Sisters Demonstration Gardens. The Department of Public Works provided wheelbarrows, shovels, trowels and other materials for the larger planting days at the Springhill Lake Recreation garden site on Earth/Arbor Day 2012 and fall service learning days with the University of Maryland students. The City also provided a one-time donation of **$1000** for outdoor benches for the food forest and at Schrom Hills Park garden sites, which we plan to use for Spring 2014.

We are requesting $1000 from the City for fiscal year 2015 to purchase the following for the 10th Annual Greenbelt Green Man Festival:

Overnight Greenbelt Police Security of vendor's booths = $240
Marketing (newspaper advertisements, banners) = $260
Publications (brochures, postcards, flyers) = $260
Craft and art materials for the children's activity zone = $240

The continued in-kind support we are asking from the City is the use of rooms at both Greenbelt Community and Springhill Lake Recreation Centers along with water usage at all three garden sites. Springhill Lake has a 360-gallon cistern that we use to water the gardens, however the other two sites do not have rain barrels or cisterns. If we are allowed to have a place for tool storage at the Schrom Hills Park site, we will be able to purchase rain barrels and store garden tools, which would lesson the in-kind support of the Public Works Department and allow for more apartment dwelling residents at Hanover Apartments to partake in the garden maintenance according to the convenience of the volunteers who live in those neighborhoods.

Program Calendar July 1, 2012-June 30, 2013:

July: Garden workshops and workdays, TapRoots YES program, CHEL Teacher Training
August: GCAN Meeting, TapRoots YES program, CHEARS Board and Volunteer Coordinators Retreat in PA, CHEL Teacher Training
September: GCAN Meeting, National Public Lands Day, 9 Lives Yard Sale, UMD Integrated Life Sciences program (18 Students)
October: GCAN Meeting, Harvest Festival, UMD service learning at garden sites
November: GCAN Meeting, UMD service learning at food forest site
December: GCAN Meeting, UMD service learning debrief, Solstice gathering
January: GCAN Meeting, Home Salons

February: GCAN Meeting, Garden Volunteers Planning Meeting, Forest Stewardship Interest Meeting, Walk in the Woods Symposium
March: GCAN Meeting, Garden planning & seed starting workshops, Forest Stewardship Training Workshop
April: GCAN Meeting, 9 Lives Yard Sale, Earth/Arbor Day, Forest Stewardship Workshop, water quality monitoring, stream water clean-up and trash pick-up, Permaculture Course,
May: GCAN Meeting, Green Man Festival, garden workshops, Permaculture Course, Forest Stewardship Workshop
June: GCAN Meeting, garden workshops, Permaculture Course, Forest Stewardship Workshop

Program Calendar July 1, 2013-June 30, 2014:
July: Garden workshops and workdays, Forest Stewardship Workshop
August: GCAN Meeting, STEP Dance program at Springhill Lake Garden site, Greenbelt Lake ecology walk, Forest Stewardship Workshop
September: GCAN Meeting, National Public Lands Day, 9 Lives Yard Sale, Permaculture Course
October: GCAN Meeting, Harvest Festival, UMD service learning at garden sites, Street Tree Inventory, Permaculture Course, CHEARS Board &Volunteer Coordinators Retreat
November: UMD service learning at garden sites and Community Forklift, Street Tree Inventory, Permaculture Course
December: UMD service learning debrief, Solstice gathering
January: GCAN Meeting, Home Salons
February: GCAN Meeting, garden volunteers planning meeting, Forest Stewardship-Beaver Tree Protection workshops,
March: GCAN Meeting, garden workshops, Stormwater Solutions Workshop
April: GCAN Meeting, 9 Lives Yard Sale, Earth/Arbor Day, garden workshops, water quality monitoring, stream water clean-up and trash pick-up, Permaculture Course, Forest Stewardship-English Ivy removal
May: GCAN Meeting, Green Man Festival, garden workshops, Permaculture Course, Forest Stewardship-English Ivy removal
June: GCAN Meeting, garden workshops, Permaculture Course, Bioblitz at Schrom Hills Park

C. Budget Worksheet Please note: all information must conform to the city's fiscal year dates as indicated.

EXPENSES	Actual Totals, Last Fiscal Year July 1, 2012 – June 30, 2013	Budget, Current Fiscal Year July 1, 2013– June 30, 2014	Proposed, Next Fiscal Year July 1, 2014 – June 30, 2015
a. Salaries and wages	$25,938.50	$26,000	$26,000
b. Consultants' fees	$1752.50	$1500	$1500
c. Contractual personnel	$947.50	$1600	$1600
d. Facility rental	$500	$600	$600
e. Dues/ memberships	$90	$190	$200
f. Utilities (Technology)	$958.42	$1000	$1000
g. Insurance	$961.40	$1000	$1000
h. Supplies and materials	$1315.72	$1600	$1600
i. Equipment purchases			
j. Equipment rental			
k. Marketing	$427.34	$600	$700
l. Publications			
m. Postage (PO Box)	$111.85	$150	$150
n. Awards	$100	$100	$100
o. Payment of debt			
p. Other (specify) Bank	$111.34	$50	$50
Project Expenses	$22,316.32	$29,000	$30,000
Total Expenses	$55,530.89	$63,390	$64,500

INCOME	Actual Totals, Last Fiscal Year July 1, 2012 – June 30, 2013	Budget, Current Fiscal Year July 1, 2013 – June 30, 2014	Proposed, Next Fiscal Year July 1, 2014– June 30, 2015
a. Sales (GoodSearch)	$21.29	$30	$50
b. Admissions (Bank Div)	$29.58	$30	$30
c. Tuition			
d. Contracted services	$194		
e. Membership dues			
f. Corporate support			
g. Foundation support			
h. Individual donations	$12,782.58	$25,519	$27,000
i. Loans			
j. City support		$1000	
k. Grants (specify)		$10,000	$10,000
l. Other (specify)			
m. Fundraising (Projects)	$33,921.50	$32,150.00	$30,000
Total Income	$46,948.95	$68,729	$67,080

PROFIT OR LOSS	Actual Totals, Last Fiscal Year July 1, 2012 – June 30, 2013	Budget, Current Fiscal Year July 1, 2013 – June 30, 2014	Proposed, Next Fiscal Year July 1, 2014 – June 30, 2015
Income over expenses OR		$5339.00	$2,580.00
Expenses over income	-$8,581.94		

D. Cash Balance

CASH BALANCE	Actual as of June 30, 2013 (Last Fiscal Year)	Projected as of June 30, 2014 (Current Fiscal Year)
a. Checking	$25,819.05	$10,000
b. Savings	$12,330.15	$25,000
c. Investments/other (specify)		
d. Intended use of cash balance	Designated funds to cover expenses for FY 2013 till December 31, 2013. Minimum 3 month cash reserves for unexpected expenses.	

E. Debt Profile

DEBT (please specify creditor and loan purpose)	Actual: monies owed as of June 30, 2013 (Last Fiscal Year)	Projected: monies owed as of June 30, 2014 (Current Fiscal Year)
a.	$0.00	$0.00
b.		
c.		
d.		

F. In-Kind Contributions

Please estimate dollar values.

IN-KIND CONTRIBUTIONS	Actual Totals, Last Fiscal Year July 1, 2012– June 30, 2013	Projected, Current Fiscal Year End July 1, 2013 – June 30, 2014	Proposed, Next Fiscal Year July 1, 2014 – June 30, 2015
a. Volunteer service*	$34,170	$50,000	$60,000
b. Donated Equipment			
c. Waived Fees (specify)			
d. Donated Supplies and Materials	$1500	$2000	$2000
e. Donated Travel Costs			
f. Value of Donated Space Rental	$1000	$1000	$1000
g. Other (specify)			
Total In-Kind Contributions	$36,670	$53,000	$63,000

*** Please use the worksheet on page 7 to calculate the values for this line item.**

G. **In-Kind Salary Worksheet/Detail.** Use this table to calculate the value of volunteer service to your organization. You may specify a dollar value for each position if you are reasonably confident in the current value of the labor provided. If you are not sure of the value of a volunteer's contribution, please use these three wage levels:

Specialized professional services: $45/hr
Management/administrative support services: $25/hr
General labor: $10/hr

Actual: Last Fiscal Year (July 1, 2012-June 30, 2013)

Volunteer position	# of volunteers	Annual # hours per volunteer	Total annual # of hours	Hourly "wage" for this position	Total Value
Core Gardeners	5	105	525	$10	$5250
UMD Students	11	10	110	$10	$1100
Green Man Organizers	3	90	270	$25	$6750
GM Children's Activities	6	3	18	$10	$180
Sound System	1	22	22	$45	$990
GCAN Coordinator	1	120	120	$25	$3000
Chestory Coordinator	1	80	80	$25	$2000
CHEL Coordinator	1	40	40	$25	$1000
Legacy Project	4	50	200	$25	$5000
Forest Stewardship	17	40	680	$10	$6800
Presenters for FS	10	2	20	$45	$900
Home Salons	5	4	20	$10	$200
Harvest Festival	2	20	40	$25	$1000
Totals	67	586	2145		$34,170

H. Reimbursements.

Please provide a record of all receipts submitted to date to the Greenbelt Recreation Department for reimbursement during the current fiscal year. Receipts under $100 for similar purposes (such as office supplies) can be combined on a single line without specifying a date. Be sure to keep copies of your reimbursement requests for the remainder of the year. A full accounting of fiscal year 2014 reimbursements are required with your fiscal year 2015 application.

Fiscal Year (July 1, 2013 - present):

Date of expense	Description of expense	Amount

During Fiscal Year 2015, receipts presented to the Recreation Department for reimbursement should be accompanied by a brief note indicating the purpose of the expenditure. Expenses must relate clearly to the purposes specified in this application for which funding was sought. The organization authorizes the following officer or officers (limit: two) to present receipts for reimbursement:

Name: _____ Title: _____

Name: _____ Title: _____

If applicable, please specify the organization's federal tax ID#: 06-1767460

I. Required attachments.

When submitting your completed application, please also enclose the following as electronic documents (ideally as PDF files):

1) Program calendars reflecting the organization's activities from the previous and current fiscal years, including upcoming events

2) If applicable, an itemized list of all proposed equipment **purchases valued at $250 or more** for which City funding is requested. All such purchases will require the permission of the Director of Recreation. In some instances, purchases can be made directly by the City and charged against the group's funding allocation.

3) Completed **Grant Impact Survey** (see enclosed form)

J. Signature

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. **By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.**

Signature Kimberly L. Walsh Date February 28, 2014

Printed Name Kimberly L. Walsh Position Executive Director

Greenbelt Contribution Groups

Grant Impact Survey

This form is REQUIRED as part of all applications for Contribution Group support in FY 2015.

2015 is expected to be a challenging fiscal year for the City of Greenbelt. It is uncertain at this time whether a reduction may be needed in the amount of funds available for granting to the city's Contribution Groups. The purpose of this survey is to assess the potential impact of city budget cuts on the operations of these organizations.

Name of organization: Chesapeake Education, Arts and Research Society (CHEARS)

Contact person: Kimberly Walsh **Position:** Executive Director

Phone: 301-458-0241 **Email:** kim@chears.org

Currently, this organization is (please check one):

_____ A Contribution Group X A Recognition Group

Amount of funding requested by this organization for FY 2015: $1000

1) What would be the impact on your organization if you were awarded 75% of the requested amount?

The marketing and publications of the Green Man Festival brings people from outside of Greenbelt, to celebrate Spring outdoors and support local craft artists and musicians. Without this support, we are unable to outreach and communicate via newspaper advertisements, postcards, and flyers about the event to the greater DC Metro area to come and experience Greenbelt's community spirit. By attracting people from neighboring towns as well as DC, these visitors will eat at local restaurants, get gas at local stations, and buy from local craft artisans.

2) What would be the impact on your organization if you were awarded 50% of the requested amount?

We may not be able to outreach and advertise the event beyond Greenbelt city limits.

A. General Information

1. **Name of organization:** GreenSTEMs Inc.
2. **Website:** http://club125.com/
3. **Contact person:** Name George Boyce Position President
   Telephone 301-310-3224 E-mail george.r.boyce@gmail.com
4. **Organization's mailing address** (not a City of Greenbelt facility):
   7 Greenway Place, Greenbelt MD 20770

5. **What is the mission of this organization?**

   GreenSTEMs was founded to develop and support community education programs in science, technology, engineering, and mathematics. Our vision is to create places and activities for people of all ages to explore science and technology, by engaging them in exciting programs that develop skills, that inspire innovation, and that foster well-rounded life capabilities including self-confidence, communication, and leadership.

6. **Please check one.** Currently, the applicant organization:

   a. ☑ Is a Greenbelt Recognition Group
   b. ☐ Is a Greenbelt Contribution Group

7. **Please check one.** The applicant organization:

   a. ☐ Is recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization
   b. ☑ Has applied for 501(C)3 status
   c. ☐ Is not recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization and has not applied for this status

8. **Governance.** Please list your current Board of Directors (if applicable) and the officers of your organization. Please specify the term of their offices and whether or not they are Greenbelt residents.

Name	Greenbelt resident (yes/no)	Position	Term length
George Boyce	Yes	President	5
Eva Fallon	Yes	Vice-president	5
John Robertson	No		5
Janet Huges	No (Former)		5
Lisa Beyeler	No		5
Windy Cooler	Yes		3
Jennifer Page	Yes		3

How does your organization select Board members and/or officers?

Every year, the Board invites members of the local community to fill open seats on the Board. The new Board elects the officers of the company.

9. **Registered Members.** Include projections and estimates as needed. If your organization does not have a membership structure, please note this below. **ONLY INCLUDE REGISTERED MEMBERS.**

July 2012-2013 50 July 2013-2014 175 July 2014-2015 (Projected) 225

Current year membership: % Greenbelt Residents 50 % Non-Residents 50

% ages 12 and under 45 % 13-17 yrs. 10 % 18-59 yrs. 35 % 60+ yrs. 10

Who counts as a member of your organization? What are the requirements for membership?

Members must apply and agree to the terms and conditions for membership, including waiver of liability and rules of behavior. Children under 13 must have a parent or guardian join as a member.

10. **Non-Registered Participants.** Indicate the number of additional persons benefitting from the organization's programs. **This would include spectators, coaches, and other volunteers**

July 2012-2013 50 July 2013-2014 250 July 2014-2015(Projected) 300

Current year participants: % Greenbelt Residents 50 % Non-Residents 50

% ages 12 and under 10 % 13-17 yrs. 10 % 18-59 yrs. 60 % 60+ yrs. 20

Please summarize the ways in which non-members participate in your organization's programs.

Non-members attend public workshops, coach robotics teams, attend exhibits and competitions, teach classes, and manage and operate the facility.

11. **Paid personnel.** Please provide information for the current fiscal year.

Employees

Position	# of employees	Description of duties
N/A		

Independent contractors and consultants

Position	# of contractors	Description of duties
N/A		

B. Narrative. Please address all of the following points briefly in three pages or fewer.
(Please send this as an attachment with your email)

1. **Organizational History and Activities.** Provide a brief historical overview of your organization, including date of founding and a general description of the organization's sponsored activities. Please highlight your organization's greatest achievements during the current year.

2. **Benefit to City of Greenbelt residents.** If less than 2/3 of your members, non-member participants, or organizational leaders (Board members and/or officers) are Greenbelt residents, please explain how your organization's activities enrich the City of Greenbelt and its residents. If your membership, non-member participation and organization leadership all reflect at least 2/3 Greenbelt resident participation, you may answer "N/A" (not applicable) to this item.

3. **Fundraising.** Contribution Groups are required to develop and implement a fundraising plan with a goal of raising at least $1.00 in cash income for each dollar that the group is requesting from the City of Greenbelt. Comment on the nature and success of your fundraising efforts during the current and prior fiscal year. If your organization did not match the City's contribution in FY2013, please explain the deficit and detail what corrective efforts your organization is taking to increase fundraising. Describe your organization's fundraising plan for fiscal year 2015.

4. **Challenges.** What are the most significant challenges which your organization has faced during the current year? How has your organization responded to these challenges?

5. **Goals.** What does your organization hope to achieve during fiscal year 2015? What does your organization hope to achieve within the next five years?

6. **City Support.** Please indicate what financial and in-kind support has been provided to your organization by the City during the current year. How much funding is your organization requesting of the City for fiscal year 2015? How would these funds be used? What in-kind support, if any, does your organization anticipate requesting from the City during the coming year?

A. General Information

7. While waiting for IRS approval of our 501(c)3 application, GreenSTEMs operates under the umbrella of a 501(c)3 fiscal sponsor, School Factory. Their letter of support is attached.

B. Narrative

1. Organizational History and Activities

George Boyce and Eva Fallon founded GreenSTEMs Inc. in 2010 as a private foundation, incorporated as a Maryland tax-exempt non-stock corporation to develop and support community education programs in science, technology, engineering, and mathematics. From 2010 to 2013, GreenSTEMs provided financial and teacher support for after-school robotics programs at ERHS, Magnolia ES, and Greenbelt ES. We also promoted awareness of STEM education by participating in several local, regional, and national fairs and exhibits. In 2013, we started the transition from a private foundation to a public charity as we started to raise funds for Club125.

In December 2012, GreenSTEMs began construction of Club125, an educational activity center located on Roosevelt Center Plaza. After five months of renovation of the abandoned dry cleaning store, Club125 opened to the public in May 2013. Club125 offers technical classes and programs in computer science, microelectronics, and robotics, and non-technical workshops and activities in a wide variety of subjects. The club is also used for regular social events, such as family game nights, NASA launch parties, and birthday parties.

In the current year, Club125 has:

- Held technical classes in microelectonics (intro to Arduino, soldering), computer science (web-site development, Linux administration, python programming, animation), and robotics (programming, design).
- Hosted three FIRST LEGO League robotics teams, and sponsored five other elementary and high school robotics teams, raising $10,500 in corporate sponsorship to support more than 100 students participating in competitive STEM education activities. Four of the sponsored schools did not have robotics programs the previous year.
- Organized Repair Café, a free community service offered quarterly to encourage people to repair broken items rather than replace them.
- Organized the 2014 Greenbelt Mini Maker Faire, an event expected to draw thousands to see exhibits and workshops of "maker" activities, with a focus on culinary arts, music and entertainment, microelectronics, and robotics.
- Developed a technical curriculum for spring break and summer camps, designed to augment the programs offered by the Greenbelt recreation department.
- Hosted programs for home-school students, including Botany and Art, and Bubbles and the Scientific Method.

2. Benefit to City of Greenbelt residents

While over half of the participants in Club125 are Greenbelt residents, the club also draws families from Lanham, Laurel, Bowie, College Park, Silver Spring, Hyattsville, and Columbia. Greenbelt is now on the map as a regional location for STEM activities. More than one participant has discussed moving to Greenbelt in part because of Club125.

Greenbelt area schools benefit from an increase in support for STEM. Magnolia ES, for example, hosted their after-school robotics program at the club. Similarly, home school students now have a facility with resources available to support their STEM needs.

Greenbelt residents, especially those in small GHI homes, benefit from the shared resources and available workspace of Club125. Club125 offers computers with high-speed Internet access, educational resources, hand tools, a small machine shop, and several work tables. The club facility is also available to be used by other local and regional non-profit groups for meetings and workshops. CHEARS, for example, hosted several workshops.

3. Fundraising

In four years, GreenSTEMs has raised over $30,000 in corporate support for our community robotics program. With the addition of the Club125 facility, and the Mini Maker Faire event, we expect to raise $10,000 in annual corporate support.

In nine months of operating Club125, GreenSTEMs has raised $4650 in individual donations and membership fees. Next fiscal year, after switching to a 100% sustaining donor funding model, we expect to raise $6,000 in individual donations.

4. Challenges

As a startup venture, Club125 has seen many challenges this year. Our original membership-funding model was on track to be sustainable, but it looked to be limiting participation. People were hesitant to attend free activities and we had few drop-in visitors. After switching to sustaining donor model, similar to NPR or the National Zoo, we saw membership double and ad-hoc activities have started to develop.

We also faced a human resource challenge to manage and operate the club while also developing new programs, curriculum, activities, and events. We currently have two day-time volunteers who have added 20 hours of operations, and we have several volunteer instructors. We the launch of the Mini Maker Faire, and our Technical Camp program, we will need to recruit many more volunteers and some part-time intern and paid staff.

5. Goals

Our primary program goals are to develop and support

- a strong technical camp program
- a vocational education program for young adults and the under-employed
- programs for science activities, fairs, and exhibits

- a program for supporting home-school students
- a Repair Café series of weekend workshops

Over five years, we seek to have regular weekly meetings, classes, and workshops, servicing more than 500 active participants.

Our primary fiscal goal is to be sustainable, without the need of founder contributions, by fiscal year 2017.

6. City Support

In the current year, GreenSTEMs is requesting in-kind support for the 2014 Greenbelt Mini Maker Faire. The faire will use the Roosevelt Center plaza area, and will need picnic tables, stage, and other normal municipal support for a festival of this nature.

GreenSTEMs is requesting $5000 in city support for fiscal year 2015. This represents approximately 10% of the projected operating budget of Club125. In addition, we are requesting continued in-kind support for the 2015 Greenbelt Mini Maker Faire.

C. Budget Worksheet Please note: all information must conform to the city's fiscal year dates as indicated.

EXPENSES	**Actual Totals, Last Fiscal Year** July 1, 2012 – June 30, 2013	**Budget, Current Fiscal Year** July 1, 2013– June 30, 2014	**Proposed, Next Fiscal Year** July 1, 2014 – June 30, 2015
a. Salaries and wages			
b. Consultants' fees			
c. Contractual personnel			
d. Facility rental	12180	20160	23100
e. Dues/ memberships			
f. Utilities	468	7095	8000
g. Insurance	718	718	750
h. Supplies and materials	3676	4950	5000
i. Equipment purchases	7505	3900	3000
j. Equipment rental			
k. Marketing	770	1605	1400
l. Publications	93	0	0
m. Postage	24	750	750
n. Awards			
o. Payment of debt			
p. Other (specify)	8038 (see attachment)	25822	9000
Chemical Removal	1403	0	0
Total Expenses	35883	65000	51000

INCOME	**Actual Totals, Last Fiscal Year** July 1, 2012 – June 30, 2013	**Budget, Current Fiscal Year** July 1, 2013 – June 30, 2014	**Proposed, Next Fiscal Year** July 1, 2014– June 30, 2015
a. Sales	995	1200	2000
b. Admissions			
c. Tuition		6000	8500
d. Contracted services			
e. Membership dues	3448	0	0
f. Corporate support		5000	10000
g. Foundation support	Founders: 98542	Founders: 44600	Founders: 11,500
h. Individual donations	1200	2000	6000
i. Loans			
j. City support	0	0	5000
k. Grants (specify)	0	GCF: 5000, COOP: 1200	7000
l. Other (specify)	Scrap Metal: 1214		
m. Fundraising	see H	see F and H	see F and H
Total Income	105399	65000	50000

PROFIT OR LOSS	**Actual Totals, Last Fiscal Year** July 1, 2012 – June 30, 2013	**Budget, Current Fiscal Year** July 1, 2013 – June 30, 2014	**Proposed, Next Fiscal Year** July 1, 2014 – June 30, 2015
Income over expenses OR	69516	1000	0
Expenses over income			

D. Cash Balance

CASH BALANCE	Actual as of June 30, 2013 (Last Fiscal Year)	Projected as of June 30, 2014 (Current Fiscal Year)
a. Checking	2133	2500
b. Savings		
c. Investments/other (specify)	Leasehold Improvements: 63,858 (aka renovation expenses)	Leasehold Improvements: 65,000
d. Intended use of cash balance	Cash carries over to the next fiscal year.	

E. Debt Profile

DEBT (please specify creditor and loan purpose)	Actual: monies owed as of June 30, 2013 (Last Fiscal Year)	Projected: monies owed as of June 30, 2014 (Current Fiscal Year)
a. N/A		
b.		
c.		
d.		

F. In-Kind Contributions

Please estimate dollar values.

IN-KIND CONTRIBUTIONS	Actual Totals, Last Fiscal Year July 1, 2012– June 30, 2013	Projected, Current Fiscal Year End July 1, 2013 – June 30, 2014	Proposed, Next Fiscal Year July 1, 2014 – June 30, 2015
a. Volunteer service*	53400	130000	150000
b. Donated Equipment	250	1000	1250
c. Waived Fees (specify)			
d. Donated Supplies and Materials	200	500	750
e. Donated Travel Costs			
f. Value of Donated Space Rental			
g. Other (specify)			
Total In-Kind Contributions	53850	131500	152000

*** Please use the worksheet on page 7 to calculate the values for this line item.**

G. **In-Kind Salary Worksheet/Detail.** Use this table to calculate the value of volunteer service to your organization. You may specify a dollar value for each position if you are reasonably confident in the current value of the labor provided. If you are not sure of the value of a volunteer's contribution, please use these three wage levels:

Specialized professional services: $45/hr
Management/administrative support services: $25/hr
General labor: $10/hr

Actual: Last Fiscal Year (July 1, 2012-June 30, 2013)

Volunteer position	# of volunteers	Annual # hours per volunteer	Total annual # of hours	Hourly "wage" for this position	Total Value
Facility manager	2	200	400	25	10000
Instructor	3	90	270	45	12150
Renovation Labor	5	250	1250	25	31250
Total:					53400

H. Reimbursements.

Please provide a record of all receipts submitted to date to the Greenbelt Recreation Department for reimbursement during the current fiscal year. Receipts under $100 for similar purposes (such as office supplies) can be combined on a single line without specifying a date. Be sure to keep copies of your reimbursement requests for the remainder of the year. A full accounting of fiscal year 2014 reimbursements are required with your fiscal year 2015 application.

Fiscal Year (July 1, 2013 - present):

Date of expense	Description of expense	Amount
N/A		

During Fiscal Year 2015, receipts presented to the Recreation Department for reimbursement should be accompanied by a brief note indicating the purpose of the expenditure. Expenses must relate clearly to the purposes specified in this application for which funding was sought. The organization authorizes the following officer or officers (limit: two) to present receipts for reimbursement:

Name: George Boyce Title: President

Name: Eva Fallon Title: Vice President

If applicable, please specify the organization's federal tax ID#: School Factory (501(c)3 sponsor): 20-0422699 GreenSTEMs: 27-2281084

I. Required attachments.

When submitting your completed application, please also enclose the following as electronic documents (ideally as PDF files):

1) Program calendars reflecting the organization's activities from the previous and current fiscal years, including upcoming events

2) If applicable, an itemized list of all proposed equipment **purchases valued at $250 or more** for which City funding is requested. All such purchases will require the permission of the Director of Recreation. In some instances, purchases can be made directly by the City and charged against the group's funding allocation.

3) Completed **Grant Impact Survey** (see form at the end of this application)

J. Signature

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. **By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.**

Signature _____ Date 3/4/2014

Printed Name George Boyce Position President

Greenbelt Contribution Groups
Grant Impact Survey

This form is REQUIRED as part of all applications for Contribution Group support in FY 2015.

2014 is expected to be a challenging fiscal year for the City of Greenbelt. It is uncertain at this time whether a reduction may be needed in the amount of funds available for granting to the city's Contribution Groups. The purpose of this survey is to assess the potential impact of city budget cuts on the operations of these organizations.

Name of organization: GreenSTEMs Inc

Contact person: George Boyce **Position:** President

Phone: 301-310-3224 **Email:** george.r.boyce@gmail.com

Currently, this organization is (please check one):

☐ A Contribution Group ☑ A Recognition Group

Amount of funding requested by this organization for FY 2015: 5,000

1) What would be the impact on your organization if you were awarded 75% of the requested amount?

In the short term, a shortfall of $1250 is not significant. However, long term viability of Club125 depends on broad support from all corners of the community.

2) What would be the impact on your organization if you were awarded 50% of the requested amount?

In the short term, a shortfall of $2500 is not significant. It may cause one or two classes to be canceled due to a lack of supplies. It may, however, also have a negative impact on other fundraising activities. Similar to City guidelines, other business, corporations, and foundations may base their level of contribution to the level of other organizations like the City of Greenbelt.

Item C. Budget Worksheet, Other Expenses:

FY2013

Education Supplies: 6190
Software: 750
Website: 554
Gov Fees & Taxes: 370
Bank Fees: 174

FY2014

Education Supplies: 21000
Software: 175
Fiscal Sponsor: 900
Website: 1623
Gov Fees & Taxes: 450
Bank fees: 900
Misc.: 775

FY2015

Education Supplies: 5000
Software: 250
Website: 1500
Gov Fees & Taxes: 500
Bank fees: 1000
Misc.: 750

Item C. Budget Worksheet, Income:

Recorded under "Foundation Support", the founding members of GreenSTEMs Inc. have provided 100% of the funds necessary to renovate the former dry cleaning store. The final cost to complete the renovation is estimated to be $65,000. The founders will contribute an estimated $90,000 in additional funds to pay for startup and operation expenses through fiscal year 2015.

GreenSTEMs/Club125 Program Calendar

Our online calendar can be viewed at http://club125.com/calendar/

Here are some of the events:

May 6, 2013: Grand Opening
June 8: Learning to Compost Workshop
June 11: Start of Linux admin class, website class
June 12: Start of Robotics team meetings
June 13: Start of Python programming class
June 20: Start of Microelectronics class
June 23: Soldering workshop
July 21: Soldering workshop
Aug 18: Start of Japanese language class
Sept 9: Start of Home School classes
Sept 13: Start of Jr FLL robotics (ages 6-9)
Sept 23: Start of technical Linux training
Sept 24: Start of technical website development
Sept 25: Second Microelectronics class
Sept 29: Soldering workshop
Oct 20: Take It Apart week
Jan 8: FLL regional qualification competition
Jan 14: Start of Jr FLL Programming
Jan 18: First Repair Café
Jan 23: Start of Jr FLL Project Design
Feb 1: FLL regional qualification competition
Feb 22: Discover Engineering Family Day exhibit
at National Building Museum
Mar 16: NoVa Mini Maker Faire exhibit
April 5: Greenbelt Mini Maker Faire
April 12: RobotFest at National Electronics Museum
April 14-18: Spring Break Tech Camp
April 19: Second Repair Café
April 25-17: USA Science and Engineering Festival
at Washington Convention Center
June 16: Summer Camp after-care sessions start

School Factory, Inc.
706 South 5th Street
Milwaukee, WI 53204
www.schoolfactory.org
info@schoolfactory.org
414-215-0215

school factory

April 5, 2013

To Whom It May Concern,

We are writing today to make you aware of the operating relationship between School Factory, Inc. and Greenstems, Inc. DBA Club125. As of now and moving forward, Greenstems, Inc. DBA Club125 is fiscally sponsored by School Factory, Inc., a 501(c)3 charitable organization.

Our mission is to create value-creating, interdisciplinary and intergenerational learning communities focused on leadership, entrepreneurship, creative arts, and technology.

If you have any questions please contact me at james@schoolfactory.org or 414-215-0215.

Very Sincerely,
The School Factory

James Carlson

James Carlson
Executive Director

March 24, 2014

Greenbelt Labor Day Festival Committee, Inc
P.O. Box 2
Greenbelt, MD 20768

Michael P. McLaughlin, City Manager
City of Greenbelt
25 Crescent Rd
Greenbelt, MD 20770

Dear Mr. McLaughlin,

We are in the midst of planning the 60th Greenbelt Labor Day Festival. The committee is thankful for the continued support from the City of Greenbelt.

Last year we were advised of several changes to the Prince George's county permitting process. One of the main changes is with the county's fire marshal requiring a permit and inspection separate from the usual DER inspection. During the 2013 inspection it was noted that the wooden booth structures provided by the city did not meet the fire code standard. The county fire marshal allowed us the permit with the understanding that this was a one time exception.

We met with the P.G. County Fire Marshal office last month to discuss our options for bringing the festival up to code. It is clear that the current wooden structures will not pass the inspection. Any structure we use must have a NFPA-701 flame certification. The fire inspector advised that the majority of festivals in the county have moved to using tents. We have priced canopy tents and found that a 10x10 with removable sidewalls sells for $279.95. 10x10 is the closest standard size to our smallest booth structure (8x8). It was also explained that any decoration or signage has to carry this rating as well.

Previously the community groups paid $75.00 per space for an activity booth and $150.00 per space for a food booth with the exception of the police department, animal shelter and public works who are provided their space at no charge. In addition to the tents, most of the community groups will need tables, lights, surge protectors to replace what was provided by the booth structures. We believe that asking our community groups to purchase their own tents in addition to other items will be a financial burden and possibly discourage these groups from participating in the festival.

The committee is committed to representing as many community groups as possible in the festival. We are requesting that the City purchase 30 tents for the use of the booths run by community groups. We will require any community group using professional vendor to provide their own tents.

If the City purchases the tents, they would benefit the City for use at other events held during the year. We feel this is a win-win for everyone.

Please let us know if the City of Greenbelt will be able to provide us with the requested number of tents so we may share this solution our community groups.

We appreciate your time and attention to this matter.

Sincerely,

Davina Johnson
Booth Chair
Greenbelt Labor Day Festival Committee, Inc.

Respectively submitted by:
Linda Ivy
President
Greenbelt Labor Day Festival Committee, Inc.

Print

Recognition Group Application - Submission #2187

Date Submitted: 3/7/2014

First time applications accepted at any time. Applications for renewal of status for the City's Fiscal Year 2015 due February 28, 2014.

Please file your application by using this form.

If this is not feasible for your organization, you may request a paper copy from the Greenbelt Recreation Department business office located at 99 Centerway or call 301-397-2200. Please TYPE your application and contact your staff liaison listed below for assistance scanning the document.

Arts organizations:

contact Greenbelt's Arts Supervisor at 301.397.2208 or ndewald@greenbeltmd.gov

Sports, recreation and service groups:

contact the Assistant Director of Programs at 301.397.2200 or gvarda@greenbeltmd.gov

Background Investigations

If any person(s) associated with your organization will be in "care and control" of minors, the organization must contact the Recreation Department for a background investigation of those individuals. The following list is provided to assist in defining "care and control", thus determining who must undergo a background investigation prior to volunteering in an activity or program. This list is not all-inclusive; rather, it serves as a guide. Volunteers who serve as: Head & Assistant Coaches, Instructors & Assistant Instructors, those who have care, custody or control of children, those who provide direct service on an ongoing basis for a program, those who meet in a one-on-one setting with participants and those who have access to confidential information.

Instructions

A. Review the Policy and Information Guide for Recognition and Contribution Groups. This guide contains important information about Recognition Group privileges, restrictions, eligibility and application procedures. All Recognition Groups must comply with the terms of this publication.

Recognition and Contribution Group
Policy Guide

B. This application must be completed in its entirety. You may enter "N/A" for any individual line item which is not applicable to your organization.

1. Name of organization:

Greenbelt Labor Day Festival Committee

Year of founding:

1954

Please Check One:

☐ New Application

☑ Application for Renewal of Status

2. Contact Person

Position

President

Telephone

301-675-0585

E-mail

lindaivy@aol.com

3. Organization's Mailing Address

P.O. Box 2, Greenbelt, MD 20768

(not a City of Greenbelt facility):

4. Purpose of Organization:

The Greenbelt Labor Day Festival was started in 1954 as a way of raising funds to build a Youth Center. It has been held every year since by the Greenbelt Labor Day Festival Committee, one of the largest all-volunteer organizations in Maryland and has become a fund raiser for many of the Greenbelt Orinizations. I

This year, 2014, will mark the 60th year of the Festival. It will take place Friday, August 29, through Monday, September 1, at the Roosevelt Center at 101 Centerway in Greenbelt, MD.

5. Description of group's activities:

Bands, food, rides, bingo, games, information, crafts

Please list here or upload a schedule of activities sponsored by the group during the current fiscal year (July 1, 2013 – June 30, 2014). Be sure to indicate which activities took place in Greenbelt.

Upload a schedule (optional)

Browse...

6. Membership. Include projections and estimates as needed.

Number of Members

July 2012-June 2013	July 2013-June 2014	July 2014-June 2015
25	25	25

% Greenbelt Residents *

% Non-Residents

99%

1%

% ages 12 & under

% 13-17 yrs.

% 18-59 yrs.

% 60+ yrs.

* If less than 2/3, please explain the organization's benefit to Greenbelt residents:

7. Non-member participation. Total number of additional persons benefiting from the organization's programs as participants and spectators:

Number of Persons

July 2012-June 2013

July 2013-June 2014

July 2014-June 2015

% Greenbelt Residents:

% Non-Residents:

% ages 12 & under

% 13-17 yrs.

% 18-59 yrs.

% 60 + yrs.

8. Please describe the in-kind services which you anticipate requesting from the City of Greenbelt during the coming fiscal year. Note: approval of an applicant for Recognition Group status does not imply that all requests can be granted. Requests from the organization will be addressed on a case by case basis as they arise in accordance with applicable City policies and procedures.

Use of the areas from the Library thru the Roosevelt Center. Public work assistance. Use of Community Center and Recreation Center.

9. Signature.

Linda Ivy

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.

Signature

Date

Position

A. General Information

1. **Name of organization:** Greenbelt Aquatic Boosters
2. **Website:** http://greenbelt.com/swimteam
3. **Contact person:** Name Khanh Pham Position Treasurer
   Telephone 240-314-9333 E-mail phamilyone@gmail.com
4. **Organization's mailing address** (not a City of Greenbelt facility):
   Greenbelt Municipal Swim Team P.O. Box 491 Greenbelt MD 20768-0491

5. **What is the mission of this organization?**

   The Greenbelt Municipal Swim Team's mission is to promote swimming as a life long activity and fitness for youth.

6. **Please check one.** Currently, the applicant organization:

   a. ☐ Is a Greenbelt Recognition Group
   b. ☑ Is a Greenbelt Contribution Group

7. **Please check one.** The applicant organization:

   a. ☐ Is recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization
   b. ☐ Has applied for 501(C)3 status
   c. ☑ Is not recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization and has not applied for this status

8. **Governance.** Please list your current Board of Directors (if applicable) and the officers of your organization. Please specify the term of their offices and whether or not they are Greenbelt residents.

Name	Greenbelt resident (yes/no)	Position	Term length
Randy Ontiveros	Yes	President	One Year
Michael Cohen	Yes	Vice President	One Year
Heather Jackson	No	Secretary	One Year
Leslie Davies-Hilliard	Yes	Member-at-Large	One Year
Monica Mische	Yes	Member-at-Large	One Year
Laura Beckert	Yes	Member-at-Large	One Year
Khanh Pham	No	Treasurer	One Year

How does your organization select Board members and/or officers?

Officers and at-large members are elected at the annual membership meeting in September from a roster of nominated candidates either presented by a nominating committee or from the floor during the annual meetings.

9. **Registered Members.** Include projections and estimates as needed. If your organization does not have a membership structure, please note this below. **ONLY INCLUDE REGISTERED MEMBERS.**

July 2012-2013 269 July 2013-2014 262 July 2014-2015 (Projected) 265

Current year membership: % Greenbelt Residents 41% % Non-Residents 59%

% ages 12 and under 80% % 13-17 yrs. 18% % 18-59 yrs. 2% % 60+ yrs. 0%

Who counts as a member of your organization? What are the requirements for membership?

A member of our swim team is between the ages of 4 to 18, who pays his/her membership fee at the time of registration. Also a member has to demonstrate his or her desire to swim.
In addition, a team member is expected to participate in every practice and also to participate in swim meets.

10. **Non-Registered Participants.** Indicate the number of additional persons benefitting from the organization's programs. **This would include spectators, coaches, and other volunteers**

July 2012-2013 800 July 2013-2014 850 July 2014-2015(Projected) 800

Current year participants: % Greenbelt Residents 55% % Non-Residents 45%

% ages 12 and under 45% % 13-17 yrs. 10% % 18-59 yrs. 40% % 60+ yrs. 5%

Please summarize the ways in which non-members participate in your organization's programs.

Volunteer parents help with setting up the pool prior to each home swim meet. They also volunteer to officiate and run all swim meets. In addition, non-members also help with fund-raising events. Moreover, non-members enjoy watching and cheering on their swimmers during our swim meets.

11. **Paid personnel.** Please provide information for the current fiscal year.

Employees

Position	# of employees	Description of duties
Head Coach	1	Coordinates with assistant coaches on swim practices and prepares the team for swim competitions
Assistant Coaches	4 to 5 (based on needs)	Support Head Coach and focuses on improving team members' technical skills and personal endurance
Developmental Coaches	1 to 2 (based on needs)	Work with younger team members ages from 4 to 7 on getting them ready to swim competitively

Independent contractors and consultants

Position	# of contractors	Description of duties
Positive Coaching Alliance Training	1	Tools to help our coaches to develop a good foundation for coaching and to provide a positive sport experience for our swimmers

B. Narrative. Please address all of the following points briefly in three pages or fewer.
(Please send this as an attachment with your email)

1. **Organizational History and Activities.** Provide a brief historical overview of your organization, including date of founding and a general description of the organization's sponsored activities. Please highlight your organization's greatest achievements during the current year.

2. **Benefit to City of Greenbelt residents.** If less than 2/3 of your members, non-member participants, or organizational leaders (Board members and/or officers) are Greenbelt residents, please explain how your organization's activities enrich the City of Greenbelt and its residents. If your membership, non-member participation and organization leadership all reflect at least 2/3 Greenbelt resident participation, you may answer "N/A" (not applicable) to this item.

3. **Fundraising.** Contribution Groups are required to develop and implement a fundraising plan with a goal of raising at least $1.00 in cash income for each dollar that the group is requesting from the City of Greenbelt. Comment on the nature and success of your fundraising efforts during the current and prior fiscal year. If your organization did not match the City's contribution in FY2013, please explain the deficit and detail what corrective efforts your organization is taking to increase fundraising. Describe your organization's fundraising plan for fiscal year 2015.

4. **Challenges.** What are the most significant challenges which your organization has faced during the current year? How has your organization responded to these challenges?

5. **Goals.** What does your organization hope to achieve during fiscal year 2015? What does your organization hope to achieve within the next five years?

6. **City Support.** Please indicate what financial and in-kind support has been provided to your organization by the City during the current year. How much funding is your organization requesting of the City for fiscal year 2015? How would these funds be used? What in-kind support, if any, does your organization anticipate requesting from the City during the coming year?

Contribution Group Application – FY 2015

Narrative:

1. The Greenbelt Aquatic Boosters was organized in the late 1960s. The organization sponsors the Greenbelt Municipal Swim Team (GMST) that provides swimming competitions for young people between the ages 6 to 18. In 2012, GMST competed in Division B of the Prince-Mont Swim League. Several GMST members competed in the PMSL All Star Meet. In addition to swimming, the team's Aquatic Boosters Club supports community activities such as the City of Greenbelt's Labor Day Parade. The team was awarded first runner up in the 2012 Greenbelt Labor Day Parade's People's Choice Category and was awarded $50.

2. One of the benefits to Greenbelt residents is the very presence of a Greenbelt Municipal Swim Team, which builds community pride. Greenbelt Municipal Swim Team offers to Greenbelt families a well-run, well-established athletic program year-round. In addition, many of the swim team's coaches are Greenbelt residents. Moreover, the swim team provides a valuable source of revenue to the City since non-Greenbelt residents are required to be summer members of the Greenbelt Aquatic and Fitness Center. Additionally, during the fall and winter/spring sessions, the swim team rents swim lanes from the Greenbelt Aquatic and Fitness Center. Furthermore, several of our team members work as lifeguards at the Greenbelt Aquatic and Fitness Center.

3. During the FY2013 thus far, the Greenbelt Municipal Swim Team has generated approximately $12,420 in membership registration fees and approximately $1,100 in various fund raising activities. In addition, GMST will continue to have concession sales at our home meets. In FY2014, we are planning to have 3 home meets and hope to raise more revenue on concession sales. Another successful change that GMST has continued is a half-session registration for 2013 Winter/Spring session. This has generated approximately 5 to 10% more in membership fees for the 2013 Winter/Spring session. GMST will continue to hold half-session registration for future Winter/Spring sessions.

4. The Greenbelt Aquatic Boosters face a challenge in providing the community a well-run, well-established athletic program to the Greenbelt families and yet makes that program affordable. We offer discount to families with multiple swimmers. In addition, we also offer payments plan to families who need to meet their budgets. Furthermore, the Greenbelt Aquatic and Fitness Center staff helped GMST

to meet the challenges of logistics for practices and swim meets. Our swim team hosted 2 home meets during summer 2012. And, despite of our coaching staff being full time students with their busy academic schedules, they managed to help individual swimmers to improve their swimming skills while focusing on teamwork, and good sportsmanship. Finally, in the fall of 2012, two hearing-impaired swimmers joined GMST and the team is offering the services of an ASL interpreter to assist these children in fully participating in practices, time trials and meets. The Greenbelt Recreation Department assisted the Aquatic Boosters in locating a qualified interpreter and in evaluating the children's adaptive needs. GMST is committed to providing adaptive services to team members who require assistance while keeping registration fees affordable for all team members.

5. Our goals are to increase the proportion of swimmers from the City of Greenbelt, to work with the Aquatic and Fitness Center to help students in the swim lessons move up to the swim team, to continue to use present and past swimmers as coaches, and to increase parental participation in the organization and on the board.

6. During the current year, the City supported our team financially by paying $8,000 in coaches' salary and reimbursing us $500 for purchasing trophies. In addition, the City also provided in-kind support for hanging our banners at various locations within the city during our membership registration periods. Furthermore, the City's Greenbelt Aquatic and Fitness Center (GAFC) offered their pool allowing us to host swim meet competitions during the summer. Moreover, the GAFC opens their pool during early hours in the morning during the summer allowing our team to practice and prepare for our swim meet competitions. We would like to continue to receive these in-kind supports from the City for the coming year. For FY2015, we would like to request the City to support $8,000 in coaches' salary and to reimburse us $500 for purchasing trophies.

C. Budget Worksheet Please note: all information must conform to the city's fiscal year dates as indicated.

EXPENSES	**Actual Totals, Last Fiscal Year** July 1, 2012 – June 30, 2013	**Budget, Current Fiscal Year** July 1, 2013– June 30, 2014	**Proposed, Next Fiscal Year** July 1, 2014 – June 30, 2015
a. Salaries and wages	20,928.02	17,335.08	21,000
b. Consultants' fees	0	1,225	0
c. Contractual personnel	1,700 (sign language service)	0	0
d. Facility rental	3,722 (swim lanes rental)	1767	3,500
e. Dues/ memberships	1,679	1,005	1,000
f. Utilities	0	0	0
g. Insurance	0	0	0
h. Supplies and materials	2,946.30	2,640.74	3,000
i. Equipment purchases	1,372.82	29.99	500
j. Equipment rental	94	96	96
k. Marketing	0	0	0
l. Publications	0	0	0
m. Postage	9.20	9.20	10
n. Awards	2,301.69	3,138.54	3,000
o. Payment of debt	0	0	0
p. Other (specify)	745.50 (payroll serv.) 255 (refund)	461.50(Payroll svc) 190(refunds) 29.80(dep. correction)	700
Total Expenses	35,753.53	27,927.85	32,806

INCOME	**Actual Totals, Last Fiscal Year** July 1, 2012 – June 30, 2013	**Budget, Current Fiscal Year** July 1, 2013 – June 30, 2014	**Proposed, Next Fiscal Year** July 1, 2014– June 30, 2015
a. Sales	814	1,664	1,100
b. Admissions	0	0	0
c. Tuition	0	0	0
d. Contracted services	0	0	0
e. Membership dues	20,400	11,944.80	16,000
f. Corporate support	87	0	0
g. Foundation support	0	0	0
h. Individual donations	260	0	0
i. Loans	0	0	0
j. City support	8,500	8,500	8,500
k. Grants (specify)	0	0	0
l. Other (specify)	1,250(Volunteer fees) + 50(Labor Day Parade Prize)	1,345(Volunteer fees) + 150(Labor Day Parade Prize)	1,200
m. Fundraising	259	1,664.50	1,500
Total Income	31,620	25,268.30	28,300

PROFIT OR LOSS	**Actual Totals, Last Fiscal Year** July 1, 2012 – June 30, 2013	**Budget, Current Fiscal Year** July 1, 2013 – June 30, 2014	**Proposed, Next Fiscal Year** July 1, 2014 – June 30, 2015
Income over expenses OR			
Expenses over income	4,133.53	2,659.55	4,506

D. Cash Balance

CASH BALANCE	Actual as of June 30, 2013 (Last Fiscal Year)	Projected as of June 30, 2014 (Current Fiscal Year)
a. Checking	26,754.40	21,000
b. Savings		
c. Investments/other (specify)		
d. Intended use of cash balance		

E. Debt Profile

DEBT (please specify creditor and loan purpose)	Actual: monies owed as of June 30, 2013 (Last Fiscal Year)	Projected: monies owed as of June 30, 2014 (Current Fiscal Year)
a. N/A		
b.		
c.		
d.		

F. In-Kind Contributions

Please estimate dollar values.

IN-KIND CONTRIBUTIONS	Actual Totals, Last Fiscal Year July 1, 2012– June 30, 2013	Projected, Current Fiscal Year End July 1, 2013 – June 30, 2014	Proposed, Next Fiscal Year July 1, 2014 – June 30, 2015
a. Volunteer service*	$45,400	$49,400	$45,400
b. Donated Equipment	0	0	0
c. Waived Fees (specify)	0	0	0
d. Donated Supplies and Materials	$1,000	$1,500	$1,000
e. Donated Travel Costs	0	0	0
f. Value of Donated Space Rental	0	0	0
g. Other (specify)	0	0	0
Total In-Kind Contributions	$46,400	$50,900	$46,400

*** Please use the worksheet on page 7 to calculate the values for this line item.**

G. **In-Kind Salary Worksheet/Detail.** Use this table to calculate the value of volunteer service to your organization. You may specify a dollar value for each position if you are reasonably confident in the current value of the labor provided. If you are not sure of the value of a volunteer's contribution, please use these three wage levels:

Specialized professional services: $45/hr
Management/administrative support services: $25/hr
General labor: $10/hr

Actual: Last Fiscal Year (July 1, 2012-June 30, 2013)

Volunteer position	# of volunteers	Annual # hours per volunteer	Total annual # of hours	Hourly "wage" for this position	Total Value
President	1	60	60	$25	$1,500
Vice President	1	60	60	$25	$1,500
Member-at-Large	3	60	180	$25	$4,500
Secretary	1	60	60	$25	$1,500
Registrar	1	60	60	$25	$1,500
Treasurer	1	60	60	$25	$1,500
Team Manager	1	80	80	$25	$2,000
Data Manager	2	60	120	$25	$3,000
Referee	1	30	30	$25	$750
Stroke-and-Turn Judge	6	30	180	$25	$4,500
Starter	2	30	60	$25	$1,500
Timer	18	30	540	$25	$13,500
Clerk of Court	4	30	120	$25	$3,000
Ribbon Writer	2	30	60	$25	$1,500
Concession Stand Attendant	5	20	100	$25	$2,500
Meet Manager	2	30	60	$25	$1,500
Fund Raising Coordinator	1	30	30	$25	$750
Volunteer Coordinator	1	80	80	$25	$2,000
Pool Setup Volunteer	12	3	36	$25	$900

H. Reimbursements.

Please provide a record of all receipts submitted to date to the Greenbelt Recreation Department for reimbursement during the current fiscal year. Receipts under $100 for similar purposes (such as office supplies) can be combined on a single line without specifying a date. Be sure to keep copies of your reimbursement requests for the remainder of the year. A full accounting of fiscal year 2014 reimbursements are required with your fiscal year 2015 application.

Fiscal Year (July 1, 2013 - present):

Date of expense	Description of expense	Amount
07/18/2013	Swim Team Trophies	$500

During Fiscal Year 2015, receipts presented to the Recreation Department for reimbursement should be accompanied by a brief note indicating the purpose of the expenditure. Expenses must relate clearly to the purposes specified in this application for which funding was sought. The organization authorizes the following officer or officers (limit: two) to present receipts for reimbursement:

Name: Khanh Pham Title: Treasurer

Name: Randy Ontiveros Title: President

If applicable, please specify the organization's federal tax ID#: 57-1223335

I. Required attachments.

When submitting your completed application, please also enclose the following as electronic documents (ideally as PDF files):

1) Program calendars reflecting the organization's activities from the previous and current fiscal years, including upcoming events

2) If applicable, an itemized list of all proposed equipment **purchases valued at $250 or more** for which City funding is requested. All such purchases will require the permission of the Director of Recreation. In some instances, purchases can be made directly by the City and charged against the group's funding allocation.

3) Completed **Grant Impact Survey** (see form at the end of this application)

J. Signature

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. **By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.**

Signature Khanh Pham Date 2/28/2014

Printed Name KHANH PHAM Position Treasurer

Greenbelt Contribution Groups
Grant Impact Survey

This form is REQUIRED as part of all applications for Contribution Group support in FY 2015.

2014 is expected to be a challenging fiscal year for the City of Greenbelt. It is uncertain at this time whether a reduction may be needed in the amount of funds available for granting to the city's Contribution Groups. The purpose of this survey is to assess the potential impact of city budget cuts on the operations of these organizations.

Name of organization: Greenbelt Aquatic Boosters

Contact person: Khanh Pham **Position:** Treasurer

Phone: 240-314-9333 **Email:** phamilyone@gmail.com

Currently, this organization is (please check one):

☑ A Contribution Group ☐ A Recognition Group

Amount of funding requested by this organization for FY 2015: $8,500

1) What would be the impact on your organization if you were awarded 75% of the requested amount?

A 25% reduction in funding would negatively impact our swim team operations. We work very hard every year to build our reserve funds so that we can prepare to replace our starter system which costs about $2,500 approximately every 5 years. Also, we have to be in a position to replace our aging computers and printer before they stop working. In addition, we will have to upgrade our swim meet software approximately every 2 years. Moreover, this summer we are prepared to replace our stopwatches, kick boards, swim fins, lane ropes, and pace clocks for swim practices. If we were awarded 75% of the requested amount, we would have to force to raise our membership fees. Furthermore, we would have to abandon our discount program for families with multiple siblings. We've taken pride in offering such an affordable swim program to Greenbelt families for years. Even with such an affordable swim program, some of the families with multiple siblings are having difficult times to meet membership fees. We are very concerned that if we raise our membership fees, many families might not be able to participate in the program. This will further impact negatively our bottom line.

2) What would be the impact on your organization if you were awarded 50% of the requested amount?

In addition to the above concerns, if we were awarded 50% of the requested amount, we would seriously doubt that we could offer our swim program year round. It would mean that we would have to raise our membership fees even higher, and we would have to cut back on the number of coaches that we can afford to hire. Many of our coaches are Greenbelt residents. This would further negatively impact the quality of our swim program. A 50% reduction in funding would be detrimental to our swim program.

GMST FY2013 Calendar:

Summer Session:	Start: 05/29/12	End: 08/04/12
Labor Day Parade:	09/03/2012	
Fall Session:	Start: 09/11/12	End: 12/09/12
Winter/Spring Session:	Start: 01/08/13	End: 05/05/13

GMST FY2014 Calendar:

Summer Session:	Start: 05/28/13	End: 08/04/13
Labor Day Parade:	09/02/2013	
Fall Session:	Start: 09/10/13	End: 12/08/13
Winter/Spring Session:	Start: 01/07/14	End: 05/04/14

GMST FY2015 Calendar: ***** Tentative Schedule*****

Summer Session:	Start: 05/27/14	End: 08/02/14
Labor Day Parade:	09/01/2014	
Fall Session:	Start: 09/16/14	End: 12/07/14
Winter/Spring Session:	Start: 01/06/15	End: 05/03/15

A. General Information

1. **Name of organization:** Greenbelt Boys and Girls Club
2. **Website:** www.greenbeltbgc.org
3. **Contact person:** Name Orin Howard Position Presiden
   Telephone 202-352-6422 E-mail ohowar@aol.com
4. **Organization's mailing address** (not a City of Greenbelt facility):
   PO Box 1227 Greenbelt, MD 20770

5. **What is the mission of this organization?**

   The mission is to provide quality athletic programs that contribute to the positive building of character, personality, and overall development of our city youth. We look to instill guidance, discipline, and leadership skills through participation in the various sports programs and activities provided by our club

6. **Please check one.** Currently, the applicant organization:

   a. ☐ Is a Greenbelt Recognition Group
   b. ☑ Is a Greenbelt Contribution Group

7. **Please check one.** The applicant organization:

   a. ☐ Is recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization
   b. ☑ Has applied for 501(C)3 status
   c. ☐ Is not recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization and has not applied for this status

8. **Governance.** Please list your current Board of Directors (if applicable) and the officers of your organization. Please specify the term of their offices and whether or not they are Greenbelt residents.

Name	Greenbelt resident (yes/no)	Position	Term length
Orin Howard	Yes	President	2 years
Louis Saint-Felix	Yes	Acting treasurer	2 years
Anitra Byers	Yes	board	2 years
Lakeisha Anderson	Yes	board	2 years
Charles Alston	Yes	board	2 years
Trina Coore	Yes	secretary	2 years

How does your organization select Board members and/or officers?

An election is held every two years during our annual meeting of the general membership in December. Voting is cast by secret ballots by each adult member present at the meeting. No proxy votes will be accepted and vacant positions can only be added during this meeting. In January, board members will elect the officers with a majority vote.

9. **Registered Members.** Include projections and estimates as needed. If your organization does not have a membership structure, please note this below. **ONLY INCLUDE REGISTERED MEMBERS.**

July 2012-2013 375 July 2013-2014 402 July 2014-2015 (Projected) 415

Current year membership: % Greenbelt Residents 96 % Non-Residents 4

% ages 12 and under 80 % 13-17 yrs. 19 % 18-59 yrs. 1 % 60+ yrs. 0

Who counts as a member of your organization? What are the requirements for membership?

General membership is provided if you reside in Greenbelt and have a child participating in the club's sports programs. Youth membership is provided to those youth who live in Greenbelt. Non-resident youth are eligible if their home club doesn't provide sports that are in Greenbelt.

10. **Non-Registered Participants.** Indicate the number of additional persons benefitting from the organization's programs. **This would include spectators, coaches, and other volunteers**

July 2012-2013 10,000 July 2013-2014 10,000 July 2014-2015(Projected) 10,000

Current year participants: % Greenbelt Residents 70 % Non-Residents 30

% ages 12 and under 35 % 13-17 yrs. 10 % 18-59 yrs. 45 % 60+ yrs. 10

Please summarize the ways in which non-members participate in your organization's programs.

Non-members participate as spectator at our games and help support our fund raising efforts.

11. **Paid personnel.** Please provide information for the current fiscal year.

Employees

Position	# of employees	Description of duties
n/a	n/a	n/a

Independent contractors and consultants

Position	# of contractors	Description of duties
Advanced Tax consultants	1	Provide tax support for non-profit status
referees	1	provide referee services for basketball and special events
web designer	1	provide website and maintenance

B. Narrative. Please address all of the following points briefly in three pages or fewer. (Please send this as an attachment with your email)

1. **Organizational History and Activities.** Provide a brief historical overview of your organization, including date of founding and a general description of the organization's sponsored activities. Please highlight your organization's greatest achievements during the current year.

2. **Benefit to City of Greenbelt residents.** If less than 2/3 of your members, non-member participants, or organizational leaders (Board members and/or officers) are Greenbelt residents, please explain how your organization's activities enrich the City of Greenbelt and its residents. If your membership, non-member participation and organization leadership all reflect at least 2/3 Greenbelt resident participation, you may answer "N/A" (not applicable) to this item.

3. **Fundraising.** Contribution Groups are required to develop and implement a fundraising plan with a goal of raising at least $1.00 in cash income for each dollar that the group is requesting from the City of Greenbelt. Comment on the nature and success of your fundraising efforts during the current and prior fiscal year. If your organization did not match the City's contribution in FY2013, please explain the deficit and detail what corrective efforts your organization is taking to increase fundraising. Describe your organization's fundraising plan for fiscal year 2015.

4. **Challenges.** What are the most significant challenges which your organization has faced during the current year? How has your organization responded to these challenges?

5. **Goals.** What does your organization hope to achieve during fiscal year 2015? What does your organization hope to achieve within the next five years?

6. **City Support.** Please indicate what financial and in-kind support has been provided to your organization by the City during the current year. How much funding is your organization requesting of the City for fiscal year 2015? How would these funds be used? What in-kind support, if any, does your organization anticipate requesting from the City during the coming year?

CONTRIBUTION GROUP NARRATIVE

B. Narrative. Please address all of the following points briefly in three pages or fewer.
1.
Organizational History and Activities. Provide a brief historical overview of your organization, including date of founding and a general description of the organization's sponsored activities. Please highlight your organization's greatest achievements during the current year.

The Greenbelt Boys and Girls Club have been in operation for over 60 years. It was the first Boys and Girls Club in the state of Maryland. The club provides the following activities for its youth ages 5-18: Spring & Fall Soccer, Football, Cheerleading, Track & Field, Girls Softball and Basketball. In 2013, we have one soccer champion and numerous playoff teams in multiple sports. We have one youth that qualified for the Hersey Trials in Track and Field.

The organization was able to accomplish several goals that were set in this last year. The Board has maintained a consistent board for two years. The organization is proud to announce that it provides one of the lowest fees in the Prince Georges County. In 2013, the members received training in soccer from the British Soccer Academy. We have also added Girls Softball in 2014. This was added at no additional cost to the membership. The Board continues to support Greenbelt events. The board participates annually in the Labor Day Festival and Miss Greenbelt pageant. The program has also added a volunteer appreciation day which was supported by City Council and Mayor Davis. The club continues to provide scholarships to the members based on financial need.

Benefit to City of Greenbelt residents. If less than 2/3 of your members, non-member participants, or organizational leaders (Board members and/or officers) are Greenbelt residents, please explain how your organization's activities enrich the City of Greenbelt and its residents. If your membership, non-member participation and organization leadership all reflect at least 2/3 Greenbelt resident participation, you may answer "N/A" (not applicable) to this item.

N/A

Fundraising. Contribution Groups are required to develop and implement a fundraising plan with a goal of raising at least $1.00 in cash income for each dollar that the group is requesting from the City of Greenbelt. Comment on the nature and success of your fundraising efforts during the current and prior fiscal year. If your organization did not match the City's contribution in FY2011, please explain the deficit and detail what corrective efforts your organization is taking to increase fundraising. Describe your organization's fundraising plan for fiscal year 2013.

This program raises monies primarily through membership. The cost of this program is either a scholarship (free), coach's fee $65, or regular membership $165. In addition, the program was able to maintain partnerships with Modell's, Pierce Photography, and private donors for fundraising. The program has hired a tax consultant. It is expected that the taxes status will return in 2014.

In addition, the Boys and Girls club was able to raise funds through food sales, spirit shop and other program events. The Boys and Girls Club sponsored a booth for the Labor Day Festival

but was not able to collect any donations from that partner. The club has been able to raise approximately $3500 this year.

Challenges. What are the most significant challenges which your organization has faced during the current year? How has your organization responded to these challenges?

The primary challenge for the Boys and Girls club has been its tax status. The contracted tax consultant has had challenges correcting previous administrative errors for the club. This is due to the lack of recordkeeping and inaccurate reports.

The Prince Georges County Boys and Girls club has increased fees significantly. The PGCBGC has demonstrated a financial deficit of over $30,000. In its interest, the club has instituted a $30 fee per child per sport. In the previous year, there was a fee of $30 per child per fiscal year. Greenbelt voted against that change and did not see a business plan in place that would provide its membership better services or further prevent financial deficit. As a result, the Greenbelt Boys and Girls Club will expand its league activities out of the PGCBGC. The club will maintain its membership with the PGCBGC by participating in at least one sport with the club. This will prevent the club from incurring up those fees. It may challenge the club to incur additional fees and insurance to participate in other leagues. The club has determined that this would occur if the upcoming league provides better quality services.

Volunteerism continues to be a challenge. The board has created incentives thru discounts and award acknowledgements. The club has expanded its volunteer opportunities to provide high school students service learning hours towards graduation. The club will look to enforce its volunteer policy in 2014 for parents to commit 10 hours per season.

Goals. What does your organization hope to achieve during fiscal year 2014? What does your organization hope to achieve within the next five years?

The goals of the club in 2014 are the following:
1. Upgrade the quality of the program with improved equipment and training
2. Establish ongoing relationships with community partnerships to involve more members
3. Increase membership by 5%
4. Diversify sports activities and add supplemental services such as tutoring
5. Continue to partner with the Greenbelt Recreation Department to provide complimentary services
6. Improve morale of members of the Greenbelt Boys and Girls club and their relationship with the City.
7.

In five years, it is the expectation that the club will develop more consistency and encourage retention with its members. It will continue to require less support from the city and be able to sustain itself. The program will look to continue to add other opportunities for its members and encourage diversity in the program.

8.

City Support. Please indicate what financial and in-kind support has been provided to your organization by the City during the current year. How much funding is your organization requesting of the City for fiscal year 2013? How would these funds be used? What in-kind

support, if any, does your organization anticipate requesting from the City during the coming year?

The club received $15,000 in financial support from the City of Greenbelt and has benefitted from the use of the Greenbelt recreational facilities. The club anticipates requesting $17,000 in financial support and support from the Greenbelt Recreation Department. These funds will continue to offer up to 6 sports year around with other benefits. The program will encourage all members to get healthy and learn valuable life lessons.

PLEASE SEND THIS NARRATIVE WITH YOUR APPLICATION AS AN ATTACHMENT.

C. Budget Worksheet Please note: all information must conform to the city's fiscal year dates as indicated.

EXPENSES	**Actual Totals, Last Fiscal Year** July 1, 2012 – June 30, 2013	**Budget, Current Fiscal Year** July 1, 2013– June 30, 2014	**Proposed, Next Fiscal Year** July 1, 2014 – June 30, 2015
a. Salaries and wages	0	0	0
b. Consultants' fees	0	1500	1500
c. Contractual personnel	3200	3200	2500
d. Facility rental	0	0	0
e. Dues/ memberships	13,000 (county dues, events)	13,000	13,000
f. Utilities	800	800	800
g. Insurance	0	0	3000
h. Supplies and materials	3000	3000	3000
i. Equipment purchases	34000	25000	25000
j. Equipment rental	1000	1000	2000
k. Marketing	400	1000	2000
l. Publications	0	0	0
m. Postage	400	500	500
n. Awards	5000	6000	6000
o. Payment of debt	0	0	0
p. Other (specify)	12,000(league and fees)	12,000(league and fees)	18,000(league and fees)
Total Expenses	72800	66000	77300

INCOME	**Actual Totals, Last Fiscal Year** July 1, 2012 – June 30, 2013	**Budget, Current Fiscal Year** July 1, 2013 – June 30, 2014	**Proposed, Next Fiscal Year** July 1, 2014– June 30, 2015
a. Sales	0	0	0
b. Admissions	0	0	0
c. Tuition	0	0	0
d. Contracted services	0	0	0
e. Membership dues	39000	40,000	45000
f. Corporate support	500	500	3000
g. Foundation support	0	0	0
h. Individual donations	400	600	6000
i. Loans	0	0	0
j. City support	16000	15000	17000
k. Grants (specify)	0	0	0
l. Other (specify)	0	0	0
m. Fundraising	3500	3500	5000
Total Income	59400	59600	76000

PROFIT OR LOSS	**Actual Totals, Last Fiscal Year** July 1, 2012 – June 30, 2013	**Budget, Current Fiscal Year** July 1, 2013 – June 30, 2014	**Proposed, Next Fiscal Year** July 1, 2014 – June 30, 2015
Income over expenses OR			
Expenses over income	13400	6400	1300

D. Cash Balance

CASH BALANCE	Actual as of June 30, 2013 (Last Fiscal Year)	Projected as of June 30, 2014 (Current Fiscal Year)
a. Checking	23000	25000
b. Savings	12,000	12500
c. Investments/other (specify)		
d. Intended use of cash balance	equipment, scholarships, and training	equipment, scholarships, and training, activities for members

E. Debt Profile

DEBT (please specify creditor and loan purpose)	Actual: monies owed as of June 30, 2013 (Last Fiscal Year)	Projected: monies owed as of June 30, 2014 (Current Fiscal Year)
a. IRS	unclear	unclear
b. State of MD Comptroller	unclear	unclear
c.		
d.		

F. In-Kind Contributions

Please estimate dollar values.

IN-KIND CONTRIBUTIONS	Actual Totals, Last Fiscal Year July 1, 2012– June 30, 2013	Projected, Current Fiscal Year End July 1, 2013 – June 30, 2014	Proposed, Next Fiscal Year July 1, 2014 – June 30, 2015
a. Volunteer service*	557,775	557,775	560,000
b. Donated Equipment	0	0	0
c. Waived Fees (specify)	4000 (scholarships)	4000(scholarships)	4000(scholarships)
d. Donated Supplies and Materials	2000	2000	2000
e. Donated Travel Costs	1500	1500	1500
f. Value of Donated Space Rental	2000	2000	2000
g. Other (specify)			
Total In-Kind Contributions	567275	567275	569500

*** Please use the worksheet on page 7 to calculate the values for this line item.**

G. **In-Kind Salary Worksheet/Detail.** Use this table to calculate the value of volunteer service to your organization. You may specify a dollar value for each position if you are reasonably confident in the current value of the labor provided. If you are not sure of the value of a volunteer's contribution, please use these three wage levels:

Specialized professional services: $45/hr
Management/administrative support services: $25/hr
General labor: $10/hr

Actual: Last Fiscal Year (July 1, 2012-June 30, 2013)

Volunteer position	# of volunteers	Annual # hours per volunteer	Total annual # of hours	Hourly "wage" for this position	Total Value
President	1	200	200	25	5,000
Vice President	1	48	48	25	1200
Treasurer	1	160	160	25	4000
Secretary	1	75	75	25	1875
Commissioners	12	250	3000	25	75000
Coaches	60	250	15000	25	375000
Registrar	4	50	200	25	2500
Team Parents	45	75	3375	10	33750
Concession workers	5	30	150	10	1500
scorekeepers	3	50	150	10	1500
Board members	11	45	495	10	4950
Banquet Coordinators	10	15	150	10	1500

H. Reimbursements.

Please provide a record of all receipts submitted to date to the Greenbelt Recreation Department for reimbursement during the current fiscal year. Receipts under $100 for similar purposes (such as office supplies) can be combined on a single line without specifying a date. Be sure to keep copies of your reimbursement requests for the remainder of the year. A full accounting of fiscal year 2014 reimbursements are required with your fiscal year 2015 application.

Fiscal Year (July 1, 2013 - present):

Date of expense	Description of expense	Amount

During Fiscal Year 2015, receipts presented to the Recreation Department for reimbursement should be accompanied by a brief note indicating the purpose of the expenditure. Expenses must relate clearly to the purposes specified in this application for which funding was sought. The organization authorizes the following officer or officers (limit: two) to present receipts for reimbursement:

Name: Orin Howard Title: President

Name: Louis St. Felix Title: Board member

If applicable, please specify the organization's federal tax ID#: 52-2273520

I. Required attachments.

When submitting your completed application, please also enclose the following as electronic documents (ideally as PDF files):

1) Program calendars reflecting the organization's activities from the previous and current fiscal years, including upcoming events

2) If applicable, an itemized list of all proposed equipment **purchases valued at $250 or more** for which City funding is requested. All such purchases will require the permission of the Director of Recreation. In some instances, purchases can be made directly by the City and charged against the group's funding allocation.

3) Completed **Grant Impact Survey** (see form at the end of this application)

J. Signature

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. **By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.**

Signature Orin Howard Date 2/26/14

Printed Name Orin Howard Position 2/26/14

Greenbelt Contribution Groups
Grant Impact Survey

This form is REQUIRED as part of all applications for Contribution Group support in FY 2015.

2014 is expected to be a challenging fiscal year for the City of Greenbelt. It is uncertain at this time whether a reduction may be needed in the amount of funds available for granting to the city's Contribution Groups. The purpose of this survey is to assess the potential impact of city budget cuts on the operations of these organizations.

Name of organization: Greenbelt Boys and Girls Club

Contact person: Orin Howard **Position:** President

Phone: 202-352-6422 **Email:** ohowar@aol.com

Currently, this organization is (please check one):

☑ A Contribution Group ☐ A Recognition Group

Amount of funding requested by this organization for FY 2015: 17,000

1) What would be the impact on your organization if you were awarded 75% of the requested amount?

75% of the amount would limit the amount of activities and could cause an significant decrease in membership to the residents.

2) What would be the impact on your organization if you were awarded 50% of the requested amount?

50% of the amount would either reduce the amount of sports offered or restrict the amount of members. The club would have to provide a cap for membership to compensate for the loss. The amount of scholarships would also be reduced. The club would also have to increase membership costs. 50% would also cause the club to explore the elimination of football due to the costs of maintaining safety equipment.

A. General Information

1. **Name of organization:** Greenbelt Babe Ruth Association
2. **Website:** none
3. **Contact person:** Name Bob Sonneveldt Position President
   Telephone 301 345-1033 E-mail bbsonneveldt@verizon.net
4. **Organization's mailing address** (not a City of Greenbelt facility):
   Greenbelt Babe Ruth, 126 Lakeside Drive, Greenbelt 20770

5. **What is the mission of this organization?**

   We offer a Spring/Summer and Fall Baseball and Softball program for kids from 13 to 19 years old. We participate in the Prince George's County Babe Ruth League that holds the charter from the national Babe Ruth League organization.

6. **Please check one.** Currently, the applicant organization:

   a. ☐ Is a Greenbelt Recognition Group
   b. ☑ Is a Greenbelt Contribution Group

7. **Please check one.** The applicant organization:

   a. ☐ Is recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization
   b. ☐ Has applied for 501(C)3 status
   c. ☑ Is not recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization and has not applied for this status

8. **Governance.** Please list your current Board of Directors (if applicable) and the officers of your organization. Please specify the term of their offices and whether or not they are Greenbelt residents.

Name	Greenbelt resident (yes/no)	Position	Term length
Bob Sonneveldt	yes	President	as required
Kelly Ivy	yes	Vice President/Softball Commissioner	as required
Mark Markowich	yes	Baseball Commissioner	as required
Steffan Sonneveldt	no	Technical Advisor	as required
Linda Ivy	yes	Community Relations	as required
Betty Sonneveldt	yes	Moral Advisor	as required

How does your organization select Board members and/or officers?

By consensus of the Board members.

9. **Registered Members.** Include projections and estimates as needed. If your organization does not have a membership structure, please note this below. **ONLY INCLUDE REGISTERED MEMBERS.**

July 2012-2013 60 July 2013-2014 60 July 2014-2015 (Projected) 60

Current year membership: % Greenbelt Residents 75 % Non-Residents 25

% ages 12 and under ____ % 13-17 yrs. 85 % 18-59 yrs. 10 % 60+ yrs. 5

Who counts as a member of your organization? What are the requirements for membership?

Any rostered child who meets the age requirements as a player and Board members.

10. **Non-Registered Participants.** Indicate the number of additional persons benefitting from the organization's programs. **This would include spectators, coaches, and other volunteers**

July 2012-2013 100 July 2013-2014 100 July 2014-2015(Projected) 100

Current year participants: % Greenbelt Residents 85 % Non-Residents 15

% ages 12 and under ____ % 13-17 yrs. 40 % 18-59 yrs. 55 % 60+ yrs. 5

Please summarize the ways in which non-members participate in your organization's programs.

Coaches, family members of rostered players, and spectators of practices and games add to the success of the program by helping and just being at the practices and games.

11. **Paid personnel.** Please provide information for the current fiscal year.

Employees

Position	# of employees	Description of duties
	none	

Independent contractors and consultants

Position	# of contractors	Description of duties
	none	

B. Narrative. Please address all of the following points briefly in three pages or fewer. (Please send this as an attachment with your email)

1. **Organizational History and Activities.** Provide a brief historical overview of your organization, including date of founding and a general description of the organization's sponsored activities. Please highlight your organization's greatest achievements during the current year.

2. **Benefit to City of Greenbelt residents.** If less than 2/3 of your members, non-member participants, or organizational leaders (Board members and/or officers) are Greenbelt residents, please explain how your organization's activities enrich the City of Greenbelt and its residents. If your membership, non-member participation and organization leadership all reflect at least 2/3 Greenbelt resident participation, you may answer "N/A" (not applicable) to this item.

3. **Fundraising.** Contribution Groups are required to develop and implement a fundraising plan with a goal of raising at least $1.00 in cash income for each dollar that the group is requesting from the City of Greenbelt. Comment on the nature and success of your fundraising efforts during the current and prior fiscal year. If your organization did not match the City's contribution in FY2013, please explain the deficit and detail what corrective efforts your organization is taking to increase fundraising. Describe your organization's fundraising plan for fiscal year 2015.

4. **Challenges.** What are the most significant challenges which your organization has faced during the current year? How has your organization responded to these challenges?

5. **Goals.** What does your organization hope to achieve during fiscal year 2015? What does your organization hope to achieve within the next five years?

6. **City Support.** Please indicate what financial and in-kind support has been provided to your organization by the City during the current year. How much funding is your organization requesting of the City for fiscal year 2015? How would these funds be used? What in-kind support, if any, does your organization anticipate requesting from the City during the coming year?

B. Narrative

1. Organizational History and Activities

The Greenbelt Babe Ruth Association was in existence when I took it over in 1984. At that time it sponsored one baseball team. Over the years we have been able to sponsor from 2 to 3 baseball teams and 1 to 3 softball teams. Each year we make sure that the opportunity to play is extended to all interested kids. We participate in the Prince George's County Babe Ruth League and provide volunteer support to that organization. That support includes helping with the budget for the year and helping to run the administrative functions of the league. In addition, we help in running tournaments for the Maryland State Babe Ruth and the Mid-Atlantic Regional Babe Ruth organizations. Locally, we provide a food and drink concession stand at the Greenbelt 4th of July fireworks display, we participate with a booth at the Greenbelt Labor Day weekend, we run a food concession stand at the Greenbelt October Fall Festival, and run a concession stand at Braden Field during home games. This past year, we were able to add a mid-season All-Star game at Braden Field where representatives of all teams participated in a Junior age All-Star game followed by a Senior age All-Star game.

2. Benefit to City of Greenbelt residents

We provide a safe place for kids to learn about and play baseball and softball. And we think that there is an entertainment value to residents who like to be outside and watch some local kids perform.

3. Fundraising

Our planned fund raising activities for this year include running concessions for the 4th of July Greenbelt City fireworks display, for the Greenbelt Labor Day weekend, for the Greenbelt October Fall Festival, and for home games at Braden Field making use of the shed. Some years, players are given raffle tickets to sell, for a pair of Washington Redskins season tickets, to help them raise their membership dues. And we continue to solicit donations from local businesses. Donations are the best way to match the City's contribution but that continues to be a challenge.

4. Challenges

Our biggest challenge has been how to provide adequate practice time and home game time on a single baseball field. Wear and tear of the field requires constant maintenance. The coaches are committed to help with that maintenance of Braden Field. Having proper dirt available for the infield and especially the batter's box and pitcher's mound allows us to better repair the field immediately after heavy use. We continue to monitor the drop off from the infield grass to the infield dirt and the drop off from the infield dirt to the outfield grass. We continue to track insurance, umpire fees, and travel costs that continue to go up. We will continue to review what is needed now and what can be put off till later in order to control expenditures. A new challenge is to work with the Prince George's County Boys and Girls Club to better grow the program among the various Community Boys and Girls Clubs as interest and volunteers are becoming harder to find. And the County Boys and Girls Club itself is moving more toward special select teams at the expense of supporting the county wide program and the larger number of kids.

5. Goals

To continue to provide a quality baseball and softball opportunity to all kids interested in learning and playing baseball and softball. Our plan for this current year is to provide support for 2 spring/summer baseball teams, 2 spring/summer softball teams, and 1 fall baseball team. Our long term goal is to encourage the growth in the number of teams willing to participate in the county wide program. And we continue to encourage more volunteers to help with the administration of the program.

6. City Support

The City contribution had been constant at $9,000 up until 2010 when it was $8,000. In 2011 it was $7,000, in 2012 it was $6,500, in 2013 it was $6,500, and in 2014 it was $6,000. The amount being requested for 2015 is also $6,000. Our plan was to lower our request by $500 but the refrigerator in the shed failed and we plan on replacing it. We would also like the City to continue to provide maintenance of the field and also be assured that we will continue to be willing to help in that maintenance.

C. Budget Worksheet Please note: all information must conform to the city's fiscal year dates as indicated.

EXPENSES	**Actual Totals, Last Fiscal Year** July 1, 2012 – June 30, 2013	**Budget, Current Fiscal Year** July 1, 2013– June 30, 2014	**Proposed, Next Fiscal Year** July 1, 2014 – June 30, 2015
a. Salaries and wages			
b. Consultants' fees			
c. Contractual personnel			
d. Facility rental			
e. Dues/ memberships	x	X	X
f. Utilities	X	X	X
g. Insurance	X	X	X
h. Supplies and materials	895.07	1,000	2,000
i. Equipment purchases	7,442.00	5,000	4,000
j. Equipment rental			
k. Marketing	35.80		
l. Publications			
m. Postage			
n. Awards	X	X	X
o. Payment of debt			
p. Other (specify)			
Franchise Fee X=	735.00	5,500	3,500
Total Expenses	$9,107.87	$11,500	9,500

INCOME	**Actual Totals, Last Fiscal Year** July 1, 2012 – June 30, 2013	**Budget, Current Fiscal Year** July 1, 2013 – June 30, 2014	**Proposed, Next Fiscal Year** July 1, 2014– June 30, 2015
a. Sales			
b. Admissions			
c. Tuition			
d. Contracted services			
e. Membership dues	1,035	1,300	1,350
f. Corporate support			
g. Foundation support			
h. Individual donations			
i. Loans			
j. City support	5,106.45	6,000	6,000
k. Grants (specify)			
l. Other (specify)			
m. Fundraising	1,031	1,200	1,200
Total Income	$7,172.45	$8,500	$8,550

PROFIT OR LOSS	**Actual Totals, Last Fiscal Year** July 1, 2012 – June 30, 2013	**Budget, Current Fiscal Year** July 1, 2013 – June 30, 2014	**Proposed, Next Fiscal Year** July 1, 2014 – June 30, 2015
Income over expenses OR			
Expenses over income	$1,935.42	$3,000	$950

D. Cash Balance

CASH BALANCE	Actual as of June 30, 2013 (Last Fiscal Year)	Projected as of June 30, 2014 (Current Fiscal Year)
a. Checking	17,299.56	14,299.56
b. Savings	25.40	25.40
c. Investments/other (specify)		
d. Intended use of cash balance	use in this FY and next FY	use in next FY

E. Debt Profile

DEBT (please specify creditor and loan purpose)	Actual: monies owed as of June 30, 2013 (Last Fiscal Year)	Projected: monies owed as of June 30, 2014 (Current Fiscal Year)
a.	none	none
b.		
c.		
d.		

F. In-Kind Contributions

Please estimate dollar values.

IN-KIND CONTRIBUTIONS	Actual Totals, Last Fiscal Year July 1, 2012– June 30, 2013	Projected, Current Fiscal Year End July 1, 2013 – June 30, 2014	Proposed, Next Fiscal Year July 1, 2014 – June 30, 2015
a. Volunteer service*	97,500	97,500	97,500
b. Donated Equipment			
c. Waived Fees (specify)			
d. Donated Supplies and Materials			
e. Donated Travel Costs	150	150	150
f. Value of Donated Space Rental	100	100	100
g. Other (specify)			
Total In-Kind Contributions	$97,750	$97,750	$97,750

*** Please use the worksheet on page 7 to calculate the values for this line item.**

G. **In-Kind Salary Worksheet/Detail.** Use this table to calculate the value of volunteer service to your organization. You may specify a dollar value for each position if you are reasonably confident in the current value of the labor provided. If you are not sure of the value of a volunteer's contribution, please use these three wage levels:

Specialized professional services: $45/hr
Management/administrative support services: $25/hr
General labor: $10/hr

Actual: Last Fiscal Year (July 1, 2012-June 30, 2013)

Volunteer position	# of volunteers	Annual # hours per volunteer	Total annual # of hours	Hourly "wage" for this position	Total Value
Administrators	3		500	$25	$12,500
Coaches	4		1,500	$45	$67,500
Assistant Coaches	8		500	$25	$12,500
Helpers	12		500	$10	$5,000

H. Reimbursements.

Please provide a record of all receipts submitted to date to the Greenbelt Recreation Department for reimbursement during the current fiscal year. Receipts under $100 for similar purposes (such as office supplies) can be combined on a single line without specifying a date. Be sure to keep copies of your reimbursement requests for the remainder of the year. A full accounting of fiscal year 2014 reimbursements are required with your fiscal year 2015 application.

Fiscal Year (July 1, 2013 - present):

Date of expense	Description of expense	Amount
7/14/2013	Jersey's	$99.62
7/14/2013	Franchise Fee for 2013	$2,400.00
7/14/2013	Local News Review Add	$28.30
11/16/2013	October Fest Supplies	$374.34
11/16/2013	October Fest Supplies	$55.44

During Fiscal Year 2015, receipts presented to the Recreation Department for reimbursement should be accompanied by a brief note indicating the purpose of the expenditure. Expenses must relate clearly to the purposes specified in this application for which funding was sought. The organization authorizes the following officer or officers (limit: two) to present receipts for reimbursement:

Name: Bob Sonneveldt Title: President

Name: Mark Markowich Title: Baseball Commissioner

If applicable, please specify the organization's federal tax ID#:_____

I. Required attachments.

When submitting your completed application, please also enclose the following as electronic documents (ideally as PDF files):

1) Program calendars reflecting the organization's activities from the previous and current fiscal years, including upcoming events

2) If applicable, an itemized list of all proposed equipment **purchases valued at $250 or more** for which City funding is requested. All such purchases will require the permission of the Director of Recreation. In some instances, purchases can be made directly by the City and charged against the group's funding allocation.

3) Completed **Grant Impact Survey** (see form at the end of this application)

J. Signature

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. **By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition and Contribution Groups and have agreed to abide by the requirements stated therein.**

Signature Bob Sonneveldt Date 2/24/2014

Printed Name Bob Sonneveldt Position President

Greenbelt Contribution Groups

Grant Impact Survey

This form is REQUIRED as part of all applications for Contribution Group support in FY 2015.

2014 is expected to be a challenging fiscal year for the City of Greenbelt. It is uncertain at this time whether a reduction may be needed in the amount of funds available for granting to the city's Contribution Groups. The purpose of this survey is to assess the potential impact of city budget cuts on the operations of these organizations.

Name of organization: Greenbelt Babe Ruth Association

Contact person: Bob Sonneveldt **Position:** President

Phone: 301 345-1033 **Email:** bbsonneveldt@verizon.net

Currently, this organization is (please check one):

☑ A Contribution Group ☐ A Recognition Group

Amount of funding requested by this organization for FY 2015: $6,000

1) What would be the impact on your organization if you were awarded 75% of the requested amount?

We would be able to make it through a single year by going into our savings.

2) What would be the impact on your organization if you were awarded 50% of the requested amount?

We would figure out a way to get by.

PRINCE GEORGE'S COUNTY BOYS AND GIRLS CLUB, INCORPORATED
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Joy Haghtalab
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Sr. Administrative Assistant
Joy.Haghtalab@pgparks.com

2013 SENIOR BASEBALL SCHEDULE

Beltsville Heat	**Jim Thornburg**	**301-806-0625**
Camp Springs	**Mel Baldwin**	**301-449-5125**
College Park	**Jeffrey Damron**	**301-864-1982**
Greenbelt	**Bob Sonneveldt**	**301-345-1033**
Prince George's Alliance	**Kevin Snowden**	**240-245-4566/301-552-3078**
Lewisdale	**Don Haw**	**301-864-1254**
Ft Washington	**Anthony Davenport**	**240-305-3144**

DATE	TEAMS	FIELD	TIME
5/29	Camp Springs @ Ft Washington	Cosca #4	6:15 PM
5/29	Beltsville Heat @ College Park	PG Sports Park #1	8:30 PM
5/29	Greenbelt @ Lewisdale	Braden Field	8:30 PM
5/29	PG Alliance – BYE		
5/31	Ft Washington @ Greenbelt	PG Sports Park #1	6:15 PM
5/31	Beltsville Heat @ PG Alliance	Braden Field	6:15 PM
5/31	College Park @ Camp Springs	Cosca #4	6:15 PM
6/3	PG Alliance @ Ft Washington	Cosca #4	7:00 PM
6/3	Greenbelt @ Beltsville Heat	Braden Field	8:30 PM
6/3	Camp Springs @ Lewisdale	PG Sports Park #1	8:30 PM
6/5	Beltsville Heat @ Camp Srings	Cosca #4	8:30 PM
6/5	Ft Washington @ College Park	PG Sports Park #1	8:30 PM
6/5	Lewisdale @ PG Alliance	Braden Field	8:30 PM
6/7	Lewisdale @ Beltsville Heat	Braden Field	6:15 PM
6/7	Camp Springs @ Greenbelt	Cosca #4	6:15 PM
6/7	PG Alliance @ College Park	PG Sports Park #1	6:15 PM
6/7	Beltsville Heat @ Lewisdale	Braden Field	8:30 PM
6/7	Greenbelt @ Camp Springs	Cosca #4	8:30 PM
6/7	College Park @ PG Alliance	PG Sports Park #1	8:30 PM
6/10	Lewisdale @ Ft Washington	Cosca #4	7:00 PM
6/10	PG Alliance @ Camp Springs	PG Sports Park #1	8:30 PM
6/10	College Park @ Greenbelt	Braden Field	8:30 PM
6/11	PG Alliance @ College Park	Braden Field	6:15 PM

OVER

2013 SENIOR SCHEDULE (cont.)

DATE	TEAMS	FIELD	TIME
6/12	Ft Washington @ Camp Springs	Cosca #4	6:15 PM
6/12	College Park @ Beltsville Heat	PG Sports Park #1	8:30 PM
6/12	Lewisdale @ Greenbelt	Braden Field	8:30 PM
6/14	Greenbelt @ PG Alliance	Braden Field	6:15 PM
6/14	College Park @ Lewisdale	PG Sports Park #1	6:15 PM
6/14	Ft Washington @ Beltsville Heat	PG Sports Park #1	8:30 PM
6/15	Beltsville Heat @ Ft Washington	Baysox Stadium	12:00 PM
6/15	Lewisdale @ College Park	Baysox Stadium	2:30 PM
6/15	PG Alliance @ Greenbelt	Baysox Stadium	5:00 PM
6/17	Ft Washington @ PG Alliance	Cosca #4	7:00 PM
6/17	Beltsville Heat @ Greenbelt	Braden Field	8:30 PM
6/17	Lewisdale @ Camp Springs	PG Sports Park #1	8:30 PM
6/19	Camp Springs @ Beltsville Heat	PG Sports Park #1	8:30 PM
6/19	College Park @ Ft Washington	Cosca #4	8:30 PM
6/19	PG Alliance @ Lewisdale	Braden Field	8:30 PM
6/21	Camp Springs @ Ft Washington	Cosca #4	6:15 PM
6/21	Beltsville Heat @ College Park	PG Sports Park #1	6:15 PM
6/21	Greenbelt @ Lewisdale	Braden Field	6:15 PM
6/21	Ft Washington @ Camp Springs	Cosca #4	8:30 PM
6/21	College Park @ Beltsville Heat	PG Sports Park #1	8:30 PM
6/21	Lewisdale @ Greenbelt	Braden Field	8:30 PM
6/22	SENIOR ALL STAR GAME	Braden Field	5:00 PM
6/24	Camp Springs @ PG Alliance	Cosca #4	8:30 PM
6/24	Greenbelt @ College Park	Braden Field	8:30 PM
6/24	Ft Washington @ Lewisdale	PG Sports Park #1	8:30 PM
6/26	Ft Washington @ Greenbelt	Cosca #4	7:00 PM
6/26	Beltsville Heat @ PG Alliance	Braden Field	8:30 PM
6/26	College Park @ Camp Springs	PG Sports Park #1	8:30 PM
6/28	PG Alliance @ Ft Washington	Cosca #4	6:15 PM
6/28	Greenbelt @ Beltsville Heat	Braden Field	6:15 PM
6/28	Camp Springs @ Lewisdale	PG Sports Park #1	6:15 PM
6/28	Ft Washington @ PG Alliance	Cosca #4	8:30 PM
6/28	Beltsville Heat @ Greenbelt	Braden Field	8:30 PM
6/28	Lewisdale @ Camp Springs	PG Sports Park #1	8:30 PM

OVER

2013 SENIOR SCHEDULE (cont.)

DATE	TEAMS	FIELD	TIME
7/1	College Park @ Greenbelt	PG Sports Park #1	6:15 PM
7/1	Lewisdale @ Ft Washington	Cosca #4	7:00 PM
7/1	PG Alliance @ Camp Springs	PG Sports Park #1	8:30 PM
7/3	Greenbelt @ PG Alliance	Braden Field	6:15 PM
7/3	Ft Washington @ Beltsville Heat	Cosca #4	7:00 PM
7/3	College Park @ Lewisdale	Braden Field	8:30 PM

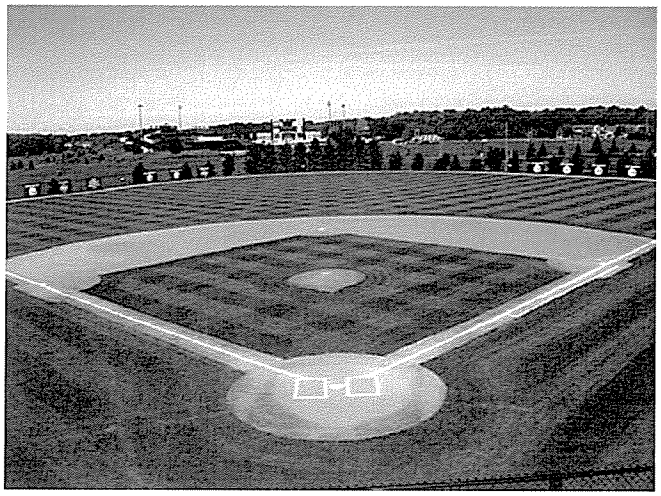
It is the responsibility of the winning team coach to email scores to scorekeeper@pgparks.com IMMEDIATELY **FOLLOWING THE GAME** (refer to the 2013 PGCBGC Baseball Rules). For league standings, the scorekeeper is only available Monday-Friday from 11:00am – 4:00 pm by email (Scorekeeper@pgparks.com)

Weather line for game cancellations; call the message phone at 301-927-0822. Postponed games must be reported to the PGCBGC within 5 working days.

Carry the 2013 PGCBGC Baseball Rules to all games and point out special league rules to the umpire prior to your game.

Accommodations for individuals with disabilities are available upon request. Please contact the facility two weeks in advance of the program start date. Additionally, the Department of Parks and Recreation requests a 72-hour advance notice for the provision of sign language interpreters.

M-NCPPC Park regulations clearly state that the drinking of alcoholic beverages and the use of tobacco products is prohibited in all M-NCPPC Parks and Facilities. Violators may be subject to fines and/or arrest.



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Executive Director
Calvin.Massie@pgparks.com

Joy Haghtalab
(301) 446-6821
Sr. Administrative Assistant
Joy.Haghtalab@pgparks.com

2013 PGCBGC JUNIOR BASEBALL SCHEDULE

DATE	TEAMS	FIELD	TIME
5/15	Lewisdale #1 @ KLM	Riverdale #1	6:15PM
5/16	Marlboro @ Ft Washington	Cosca #4	6:15PM
5/16	Lanham @ Lewisdale #2	Beltsville #4	6:15PM
5/16	College Park @ Greenbelt	Braden	6:15PM
5/18	Lewisdale #1 @ Lanham	Baysox	12:30PM
5/18	Ft Washington @ Lewisdale #2	Baysox	3:00PM
5/18	KLM @ Greenbelt	Baysox	10:00AM
5/18	Marlboro @ College Park	Baysox	5:30PM
5/21	Greenbelt @ Marlboro	Braden	6:15PM
5/21	Lewisdale #2 @ KLM	Beltsville #4	6:15PM
5/21	Lanham @ Ft Washington	PG Sports Park #1	6:15PM
5/21	College Park @ Lewisdale #1	Lane Manor #1	6:15PM
5/23	College Park @ Lewisdale #2	Riverdale #1	6:15PM
5/23	KLM @ Lanham	Lanham Sports Park	6:15PM
5/23	Marlboro @ Lewisdale #1	Braden	6:15PM
5/23	Ft Washington @ Greenbelt	PG Sports Park #1	8:30PM
5/29	Lewisdale #1 @ Ft Washington	PG Sports Park #1	6:15PM
5/29	Lanham @ Marlboro	Lanham Sports Park	6:15PM
5/29	College Park @ KLM	Riverdale #1	6:15PM
5/29	Greenbelt @ Lewisdale #2	Braden	6:15PM
6/1	Lanham @ College Park	Braden	3:30PM
6/1	KLM @ Ft Washington	Cosca #4	1:00PM
6/1	Lewisdale #2 @ Marlboro	Cosca #4	3:30PM
6/1	Lewisdale #1 @ Greenbelt	Braden	1:00PM
6/3	Lewisdale #2 @ Lewisdale #1	Lane Manor #1	6:15PM
6/3	Marlboro @ KLM	Riverdale #1	6:15PM
6/3	Ft Washington @ College Park	PG Sports Park #1	6:15PM
6/3	Greenbelt @ Lanham	Braden	6:15PM

OVER

2013 PGCBGC JUNIOR SCHEDULE (cont.)

DATE	TEAMS	FIELD	TIME
6/5	Ft Washington @ Marlboro	Cosca #4	6:15PM
6/5	KLM @ Lewisdale #1	PG Sports Park #1	6:15PM
6/5	Lewisdale #2 @ Lanham	Lanham Sports Park	6:15PM
6/5	Greenbelt @ College Park	Braden	6:15PM
6/8	Lanham @ Lewisdale #1	PG Sports Park #1	1:00PM
6/8	Lewisdale #2 @ Ft Washington	Cosca #4	1:00PM
6/8	Greenbelt @ KLM	PG Sports Park #1	3:30PM
6/8	College Park @ Marlboro	Cosca #4	3:30PM
6/10	Marlboro @ Greenbelt	Braden	6:15PM
6/10	KLM @ Lewisdale #2	Riverdale #1	6:15PM
6/10	Ft Washington @ Lanham	PG Sports Park #1	6:15PM
6/10	Lewisdale #1 @ College Park	Lane Manor #1	6:15PM
6/12	Lewisdale #2 @ College Park	Riverdale #1	6:15PM
6/12	Lanham @ KLM	Lanham Sports Park	6:15PM
6/12	Lewisdale #1 @ Marlboro	Braden	6:15PM
6/12	Greenbelt @ Ft Washington	PG Sports Park #1	6:15PM
6/15	ALL-STAR GAME		
6/17	Ft Washington @ Lewisdale #1	PG Sports Park #1	6:15PM
6/17	Marlboro @ Lanham	Lanham Sports Park	6:15PM
6/17	KLM @ College Park	Riverdale #1	6:15PM
6/17	Lewisdale #2 @ Greenbelt	Braden	6:15PM
6/19	College Park @ Lanham	Lanham Sports Park	6:15PM
6/19	Ft Washington @ KLM	Cosca #4	6:15PM
6/19	Marlboro @ Lewisdale #2	PG Sports Park #1	6:15PM
6/19	Greenbelt @ Lewisdale #1	Braden	6:15PM
6/22	Lewisdale #1 @ Lewisdale #2	Braden	1:00PM
6/22	KLM @ Marlboro	Cosca #4	1:00PM
6/22	College Park @ Ft Washington	Cosca #4	3:30PM
6/22	Lanham @ Greenbelt	Braden	3:30PM
6/24	Fort Washington @ Marlboro	Cosca #4	6:15PM
6/24	Lewisdale #1 @ KLM	PG sports Park #1	6:15PM
6/24	Lanham @ Lewisdale #2	Riverdale #1	6:15PM
6/24	College Park @ Greenbelt	Braden	6:15PM

OVER

2013 PGCBGC JUNIOR SCHEDULE (cont.)

DATE	TEAMS	FIELD	TIME
6/26	Lewisdale #1 @ Lanham	Lanham Sports Park	6:15PM
6/26	Ft Washington @ Lewisdale #2	PG Sports Park #1	6:15PM
6/26	KLM @ Greenbelt	Braden	6:15PM
6/26	Marlboro @ College Park	Riverdale #1	6:15PM

It is the responsibility of the winning team coach to email scores to scorekeeper@pgparks.com IMMEDIATELY **FOLLOWING THE GAME** (refer to the 2013 PGCBGC Baseball Rules). Each team must submit a line-up sheet within 48 hours following the game to scorekeeper@pgparks.com or fax to 301-446-6801. For league standings, the scorekeeper is only available Monday-Friday from 11:00am – 4:00 pm by email (Scorekeeper@pgparks.com)

Weather line for game cancellations: call the message phone at 301-927-0822 after 3:00 pm on weekdays or after 7:00 am on weekends. **GAMES POSTPONED DUE TO WEATHER WILL NOT BE MADE UP.**

Carry the 2013 PGCBGC Baseball Rules to all games and point out special league rules to the umpire prior to your game.

Accommodations for individuals with disabilities are available upon request. Please contact the facility two weeks in advance of the program start date. Additionally, the Department of Parks and Recreation requests a 72-hour advance notice for the provision of sign language interpreters.

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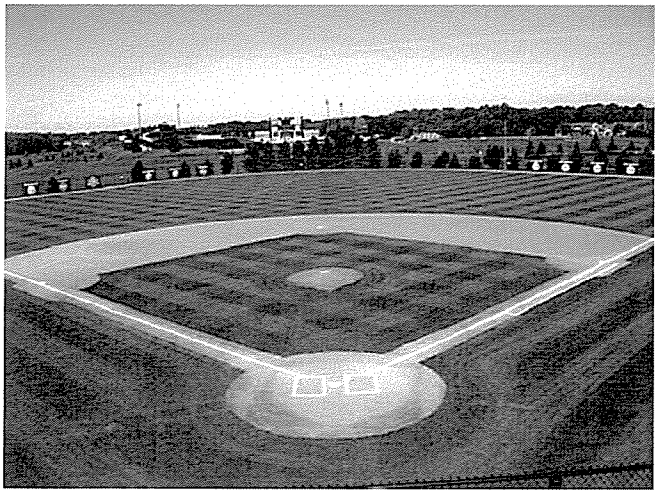


City of Greenbelt, Maryland
Memorandum

To: **City Council**
From: **Michael McLaughlin, City Manager** MPM
Date: **May 2, 2014**
Re: **Handouts for Public Safety Budget Work Session**
Monday, May 5 at 8 p.m.
Municipal Building Council Chambers

Attached are ten handouts for the Public Safety budget work session.

1. CERT Report and Budget
2. Accreditation Survey
3. Red Light Camera Report
4. Speed Camera Report
5. Greenbelt Road Speed Cameras Proposed Locations
6. Years of Service List
7. Off Duty Responses
8. Vehicle List
9. February Statistical Report
10. Greenbelt Volunteer Fire Department & Rescue Squad Report

/amb

March 19, 2014

To: Mr. Michael McLaughlin, City Manager

CC: Ms. Cindy Murray, City Clerk
Captain Thomas Kemp, Greenbelt Police Department
Dr. Laura Kressler, Chair, Public Safety Advisory Committee, City of Greenbelt

From: Greenbelt Community Emergency Response Team (CERT)

Subject: Annual Report of 2013 Activities and FY14/15 Goals

Summary of Activities for Year 2013

2013 was a productive year for Greenbelt CERT (GCERT). Under the coordination of Ken Silberman, GCERT had an active role in training its members, supporting the local community and educating residents about how to be prepared in an emergency and develop emergency preparedness plans for their families. GCERT membership increased and the group continued to recruit new members through its participation in community events. GCERT members participated in various trainings and regularly received notification of training opportunities available throughout the State of Maryland and the Washington Metropolitan Area. Local training for GCERT members included in-depth tours of the capabilities and facilities of the Greenbelt Police Department and the Greenbelt Volunteer Fire Department and Rescue Squad. GCERT maintained contact with local CERT organizations and continued a productive partnership with the Prince George's County's Office of Emergency Management. GCERT also performed a reorganization and inventory of the GCERT trailer equipment and supplies. Recruitment of new members continued.

2013 Activities

- Staffed a booth during the Labor Day Festival and distributed preparedness materials from sources such as Ready.gov.
- Marched in the Labor Day parade and provided traffic control support to the Greenbelt Police Department.
- Staffed a table and participated in Greenbelt Homes, Inc.'s (GHI) Are You Ready? event which took place in Roosevelt Center.
- Attended Greenbelt's Fall Festival and displayed the GCERT trailer there.
- Received a proclamation from the Greenbelt City Council during Emergency Preparedness Month (September).
- Participated in a special tour of the Greenbelt Police Department facility and learned about the structure and history of the department and each group's capabilities.
- Participated in a special tour of the Greenbelt Volunteer Fire Department and Rescue Squad facility and attended a presentation on fire safety.

- Continue to maintain and upgrade the trailer to make sure that its equipment and supplies are in good condition and have not expired. Purchase additional equipment for the trailer to expand its resources and capabilities.
- Participate in Prince George's County's Council of CERTs meetings and look into other ways to become more connected with the county, particularly the Office of Emergency Management.
- Implement new Membership and Member Interest forms.

Overview of Proposed FY14/15 Budget

For FY14/15, Greenbelt CERT's proposed budget is $1,650. The following table presents our budget.

Proposed Budget for Greenbelt CERT	
Miscellaneous supplies	$100
Display board and materials	$50
Photocopies - event flyers, GCERT recruitment materials and forms, etc.	$100
Education and training materials	$200
Event signage	$125
Subtotal	**$575**
Trailer Maintenance, Supplies and Equipment	
Batteries for flashlights	$100
Four easy fold cots	$250
Six folding chairs	$150
Two 4' tables	$150
One 6' table	$75
Emergency Food	$150
Trailer maintenance - parts and supplies	$200
Subtotal	**$1,075**
Grand Total	**$1,650**

- Maintained relations with local CERT groups and the Prince George's County's Office of Emergency Management and looked into doing a joint exercise with Berwyn Heights CERT.
- GCERT members participated in a variety of training activities, classes, community events and exercises, including first aid; pet first aid; advanced CERT training; a training exercise at the USAR K-9 Training Facility in Linthicum, MD; Delmarva Urban Search and Rescue; the National Fallen Firefighters 9-11 Stair Climb; and the Skywarn Basics I class.
- Maintained a Facebook page and started evaluating other social media, outreach, and volunteer management websites, including: Meetup, Volunteer Spot and SignUpGenius.
- Developed GCERT flyers to post around Greenbelt and display on the city's cable access station.
- Performed routine maintenance, reorganization, and cleaning of the GCERT trailer and completed an inventory of the trailer's equipment and supplies.
- Recruited 9 new GCERT members.
- Wrote a series of articles on disaster preparedness for the Greenbelt News Review.
- Purchased two types of radios to determine whether GCERT members can use them for communication purposes during an emergency or at events such as the Labor Day parade.

Fiscal Year 2014 Goals (FY14/15)

The following is a list of GCERT's 2014 (FY14/15) Goals:

- Improve communication among GCERT members through the use of social media.
- Continue recruiting new members and increasing our presence in all parts of Greenbelt.
- Use the GCERT Facebook page and other forms of social media to increase Greenbelt residents' preparedness efforts, recruit members, and improve communication among GCERT members.
- Participate in more City-sponsored activities to recruit more members and educate residents about emergency planning and sheltering.
- Participate in more local events sponsored by housing associations, shopping centers and businesses when appropriate.
- Continue notifying members about upcoming local and area-wide training opportunities.
- Participate in more CERT exercises and maintain connections with other local CERT groups.
- Create and conduct a tabletop exercise for GCERT members.
- Provide traffic control activities during the Labor Day parade.
- Staff a booth and participate in Information Day during the Labor Day weekend.
- Co-sponsor the 2014 Are You Ready? event with GHI.
- Select a radio for GCERT to use and provide training to members on how to use it.
- Coordinate with local first responders and develop a CERT radio communications plan.
- Develop or acquire educational materials to assist seniors and individuals with medical and mobility issues to prepare for emergencies.
- Promote the GCERT trailer at more city events to increase residents' awareness of its effectiveness during emergencies in the City of Greenbelt.

Greenbelt Police Department

Accreditation Surveys & Analysis

CITIZEN ATTITUDE AND OPINION SURVEY-The department randomly surveyed (480) people a year, (40) each month who had contact with the agency by way of traffic stop or contacting the Department to report an incident. In 2013, the return rate was (106) or 22%. (In the past two years, the return rate has been 18 %.)

***Crime Report Survey Data* (data converted to percent %)**

Was your phone call answered in a timely manner?

	2011	2012	2013
YES	96	92	96
NO	4	8	4

Was the communication specialist who answered your call polite?

	2011	2012	2013
YES	96	97	96
NO	4	3	4

Was the Officer courteous and understanding to your circumstances?

	2011	2012	2013
YES	98	97	96
NO	2	3	4

Did the officer present a professional demeanor (dress, grooming and language)?

	2011	2012	2013
YES	98	100	98
NO	2	0	2

How long did it take for the officers to arrive?

	2011	2012	2013
Less than 5 min	16	32	40
5-15 minutes	59	46	50
15-30 minutes	20	14	8
30 plus minutes	5	8	2

After the encounter with the Greenbelt Police Officer, were you left with a positive, neutral or negative opinion of the officer?

	2011	2012	2013
POSITIVE	87	88	96
NEUTRAL	10	10	2
NEGATIVE	3	2	2

After the encounter with the Greenbelt Officer, were you left with a positive, neutral or negative opinion of the Greenbelt Police Department?

	2011	2012	2013
POSITIVE	83	81	96
NEUTRAL	14	17	2
NEGATIVE	3	2	2

How do you rate the overall performance of the Greenbelt Police Department?

	2011	2012	2013
VERY GOOD	64	65	76
GOOD	23	30	20
AVERAGE	9	2	2
POOR	4	3	2

How do you rate the overall competence of agency personnel?

	2011	2012	2013
VERY GOOD	53	54	76
GOOD	39	37	20
AVERAGE	4	6	2
POOR	4	3	2

***TRAFFIC STOP SURVEY DATA* (data converted to percent %)**

Was the officer's appearance professional in nature (dress, grooming and language)?

	2011	2012	2013
YES	95	97	96
NO	5	3	4

Was the officer courteous and explain the reason why you were stopped?

	2011	2012	2013
YES	95	100	96
NO	5	0	4

Were you issued a warning, citation, or repair order?

	2011	2012	2013
WARNING	76	72	64
CITATION	16	14	27
REPAIR ORDER	8	14	9

Did the officer explain the warning, citation, or repair order to you?

	2011	2012	2013
YES	97	97	98
NO	3	3	2

Did the officer answer the questions you asked?

	2011	2012	2013
YES	73	78	89
NO	5	6	2
NOT ANSWERED	22	16	9

After the traffic stop were you left with a positive, neutral or negative opinion of the officer?

	2011	2012	2013
POSITIVE	81	80	86
NEUTRAL	13	17	7
NEGATIVE	6	3	7

After your traffic stop were you left with a positive, neutral, or negative opinion of the Greenbelt Police Department?

	2011	2012	2013
POSITIVE	68	68	86
NEUTRAL	24	29	7
NEGATIVE	8	3	7

USE OF FORCE ANALYSIS

	2011	2012	2013
Firearm	**0**	**0**	**0**
Taser/ERD	**8**	**1**	**1**
Taser/Probe	**8**	**3**	**6**
Taser/Display	***	***	**5**
Flashlight	**0**	**0**	**0**
Baton Impact	**0**	**0**	**0**
Pepper Spray (OC)	**1**	**0**	**0**
Empty Hand	**10**	**8**	**10**
Total	**27**	**12**	**22**

In 2013 the Department responded to 31,582 calls for service and arrested 909 individuals. Force was used only (22) times in 2013.

INTERNAL AFFAIRS INVESTIGATIONS

2013

Complaint Type	Admin. Closed	Exonerated	Not Sustained	Sustained	Unfounded	Open/ Suspended	Total	Investigated by Division Commander	Internal Affairs Investigation
Excessive Force	0	0	0	0	0	0	0	0	0
Unnecessary Force	0	0	1	0	0	0	1	1	0
Traffic Collisions	0	11	0	7	0	0	18	18	0
Misconduct *	0	2	1	3	0	0	6	4	2
Policy Violations	0	0	0	0	1	0	1	1	0
Courtesy	1	2	1	2	0	0	6	6	0
Grand Total	1	15	3	12	1	0	32	30	2

*misconduct now includes traffic complaints made against officers

2012

Complaint Type	Admin. Closed	Exonerated	Not Sustained	Sustained	Unfounded	Open/ Suspended	Total	Investigated by Division Commander	Internal Affairs Investigation
Excessive Force	0	1	0	0	0	0	1	0	1
Unnecessary Force	0	1	0	0	0	0	1	0	1
Traffic Collisions	0	10	0	7	0	0	17	17	0
Misconduct	0	0	1	7	0	0	8	6	2
Policy Violations	0	0	2	3	0	1	5	4	1
Courtesy	0	0	3	4	0	1	7	7	0
Grand Total	0	12	6	21	0	3	39	34	5

2011

Complaint Type	Admin. Closed	Exonerated	Not Sustained	Sustained	Unfounded	Open/ Suspended	Total	Investigated by Division Commander	Internal Affairs Investigation
Excessive Force		0	0	0	2	1	3	0	3
Unnecessary Force		0	0	0	0	0	0	0	0
Traffic Collisions		14	0	3	0	0	17	17	0
Misconduct		1	1	1	1	0	4	1	0
Policy Violations		2	3	2	0	1	8	8	0
Courtesy		2	1	4	1	1	9	9	0
Grand Total		19	5	10	4	3	41	35	3

PURSUIT ANALYSIS

2013

Date of Pursuit	Day of Week	Time of Pursuit	Distance (miles)	Reason	Location Pursuit Began
01/16/13	Wed	1340	1.7	Felony Vehicle (PGPD)	SB I-495/Goodluck Rd
04/11/13	Thurs	0408	.5	T/S - Fail to Stop	Mandan Rd/Han. Pkwy
08/28/13	Wed	0039	6	Assist Other Agency	7401 Annapolis Rd
09/17/13	Tue	0503	10	Personal Injury/ Hit and Run	6900 Hanover Pkwy.

2012

Date of Pursuit	Day of Week	Time of Pursuit	Distance (miles)	Reason	Location Pursuit Began
05/13/12	Sun	0139	10.5	Negligent/Reckless Driving	Edmonston Road/Greenbelt Road
07/26/12	Thurs	0014	4.0	Assist Other Agency	Greenbelt Road/Walker Drive
08/04/12	Sat	0138	2.2	Assist Other Agency	Baltimore Ave/Greenbelt Road
09/09/12	Sun	2259	.5	Susp Serious Crime Against a Person	Breezewood Ct/ Cherrywood Terr
09/22/12	Sat	1919	40	Assist Other Agency	Rt 295 at Greenbelt Road

2011

Date of Pursuit	Day of Week	Time of Pursuit	Distance (miles)	Reason	Location Pursuit Began
1/13/11	Thurs	1521	10	Assist Other Agency	193 at Lakecrest Dr.
2/14/11	Mon	1238	.5	Veh fled from traffic stop	5800 blk Cherrywood Ln
3/4/11	Fri	1416	3	Reckless/Aggressive Driver	S/B 201 at Crescent Rd
3/14/11	Mon	0530	6.3	Reckless/Aggressive Driver/Hit and Run	201 South of Pontiac St
4/2/11	Fri	0220	.1	Veh fled stop/crashed	9111 Edmonston Rd
6/5/11	Sun	0021	.12	Suspicious vehicle	5900 blk Cherrywood Ln
6/5/11	Sun	2243	.5	Reckless/Aggressive Driver	Hanover Pkwy/Megan Ln
10/1/11	Sat	0057	.8	1st Degree Assault	7700 Kenilworth Ave
10/21/11	Fri	1351	1.5	Reckless/Aggressive Driver	Ridge Rd/Lastner Ln
12/18/11	Sun	1914	3	Suspected Crime Against a Person	Mandan Rd Greenbelt Rd

DEPARTMENT COLLISION REPORT

Total number of accidents involving police department vehicles:

	2011	2012	2013
Total collisions	17	17	18

Status of officer at time of collision

	2011	2012	2013
Emergency Call	6	1	1
Non-Emergency	11	16	17

Collision type:

	2011	2012	2013
Preventable	3	7	7
Non-preventable	14	10	11

DEPARTMENT GRIEVANCE ANALYSIS

Grievances filed

	2011	2012	2013
Total Grievances	4	0	2

*In 2013 there were two grievances filed both involving salary discrepancies. They were resolved and neither is related to each other by policy or procedure.

NOTE: Complete copies of the CALEA Survey and Analysis source documents are available from Lieutenant Thomas Moreland Greenbelt Police Department, Office of Professional Standards at (240)542-2105.

Red Light Cameras

GREENBELT, MD
Issuance Rate by Month Report

In December 2013, 74% of potential violations were issued. 138 of 530 potential violations were rejected due to vendor controllable exceptions. Year to date, 72% of potential violations have been issued. Over the entire length of the program, 160% of potential violations have been issued.

GREENBELT, MD - Citations Issued By Violation Date

Violation Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year To Date	Program To Date
Total Events	13,009	14,597	14,697	15,259	13,749	15,210	13,831	10,009	9,516	11,676	13,771	13,310	158,634	330,812
Events Outside of Vendors Control														
Non-Controllable Exceptions	7,756	8,941	9,477	10,545	9,350	10,050	9,187	7,058	6,694	8,348	10,260	10,081	107,747	228,623
Police Review Exceptions	336	262	268	208	188	205	215	100	57	102	90	84	2,115	10,348
Violations in Queue	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Non Events Exceptions	4,186	4,651	4,194	3,818	3,631	4,160	3,715	2,454	2,326	2,780	2,912	2,615	41,442	57,785
Total Adjusted Events and Vendor Exceptions														
Adjusted Total Violation Events (Potential Violations)	731	743	758	688	580	795	714	397	439	446	509	530	7,330	18,549
Controllable Exceptions (Camera/ System)	235	231	223	226	167	167	146	98	122	121	152	138	2,026	4,315
Citations Issued														
Violations Notices Issued	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Citations Issued	496	512	535	462	413	628	568	299	317	325	357	392	5,304	29,741
Total Violations Issued	496	512	535	462	413	628	568	299	317	325	357	392	5,304	29,741
Citations Issuance Rate														
Overall Violation Issuance Rate	68%	69%	71%	67%	71%	79%	80%	75%	72%	73%	70%	74%	72%	160%

GREENBELT, MD
Issuance Rate by Month Report

In December 2012, 63% of potential violations were issued. 299 of 811 potential violations were rejected due to vendor controllable exceptions. Year to date, 75% of potential violations have been issued. Over the entire length of the program, 218% of potential violations have been issued.

GREENBELT, MD - Citations Issued By Violation Date

Violation Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year To Date	Program To Date
Total Events	7,829	9,108	12,972	13,330	15,107	13,572	13,089	10,628	11,291	12,138	13,470	14,338	146,872	172,178
Events Outside of Vendors Control														
Non-Controllable Exceptions	5,771	6,991	10,802	11,385	13,059	11,696	11,365	9,034	9,092	8,304	8,953	9,283	115,735	120,876
Police Review Exceptions	1,297	1,056	1,054	921	922	351	257	227	239	270	324	356	7,274	8,233
Violations in Queue	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Non Events Exceptions	269	379	433	359	411	877	870	848	1,314	2,768	3,508	3,888	15,924	16,343
Total Adjusted Events and Vendor Exceptions														
Adjusted Total Violation Events (Potential Violations)	492	682	683	665	715	648	597	519	646	796	685	811	7,939	11,219
Controllable Exceptions (Camera/ System)	101	177	156	188	145	117	144	90	155	199	226	299	1,997	2,289
Citations Issued														
Violations Notices Issued	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Citations Issued	391	505	527	477	570	531	453	429	491	597	459	512	5,942	24,437
Total Violations Issued	391	505	527	477	570	531	453	429	491	597	459	512	5,942	24,437
Citations Issuance Rate														
Overall Violation Issuance Rate	79%	74%	77%	72%	80%	82%	76%	83%	76%	75%	67%	63%	75%	218%

GREENBELT, MD
Program to Date Statistics by Month Report

Event and Citation Statistics				
Category	**December 2013**	**Last 3 Months**	**YTD**	**Program to Date**
Events and Citations				
Events	13,310	38,757	158,634	313,232
Total Adjusted Events	530	1,485	7,330	16,476
Citations Issued	392	1,074	5,304	12,161
Paid Citations				
1st Notices Paid	152	490	2,594	5,869
2nd Notices Paid	9	84	1,043	2,856
Paid After Hearing	0	0	37	121
Total Paid	161	574	3,674	8,846
Payment Rate				
1st Notice Payment Rate	38.78%	45.62%	48.91%	48.26%
2nd Notice Payment Rate	2.30%	7.82%	19.66%	23.48%
Paid After Hearing Rate	0.00%	0.00%	0.70%	0.99%
Total Payment Rate	41.07%	53.45%	69.27%	72.74%
Total Revenue Collected	$21,990.00	$66,712.50	$340,351.51	$662,900.01
Payment Sources				
E-Payments	0%	0%	0%	0%
Lockbox	0%	0%	0%	0%
Collections	0%	0%	0%	0%
Manual Account	100%	100%	100%	100%
Total of Payment Sources	100%	100%	100%	100%

GREENBELT, MD
Program to Date Statistics by Year Report

Program to Date Statistics			
Category	**2011**	**2012**	**2013**
Events and Citations			
Events	7,213	146,872	158,634
Total Adjusted Events	694	7,939	7,330
Citations Issued	402	5,942	5,304
Paid Citations			
1st Notices Paid	188	3,078	2,594
2nd Notices Paid	144	1,658	1,043
Paid After Hearing	8	76	37
Total Paid	340	4,812	3,674
Payment Rate			
1st Notice Payment Rate	46.77%	51.80%	48.91%
2nd Notice Payment Rate	35.82%	27.90%	19.66%
Paid After Hearing Rate	1.99%	1.28%	0.70%
Total Payment Rate	84.58%	80.98%	69.27%
Total Revenue Collected	$825.00	$321,723.50	$340,351.51
Payment Sources			
E-Payments	0%	0%	0%
Lockbox	0%	0%	0%
Collections	0%	0%	0%
Manual Account	100%	100%	100%
Total of Payment Sources	100%	100%	100%

GREENBELT, MD
Citation Counts by Site Report

Citations Issued Over Time				
Site	December 2013	Last 3 Months	YTD	Program To Date
Citations				
351 EB GREENBELT RD / MD 193 @ MANDAN RD	76	228	944	1,806
352 WB GREENBELT RD / MD 193 @ MANDAN RD	67	162	544	965
354 WB GREENBELT RD / MD 193 @ CHERRYWOOD LN	87	250	2,039	4,651
355 NB KENILWORTH AVE / MD 201 @ CHERRYWOOD LN	36	121	596	1,266
357 NB KENILWORTH AVE / MD 201 @ NB I-95 OFF RAMP	31	76	384	1,024
358 NB KENILWORTH AVE / MD 201 @ SB I-95 OFF RAMP	95	237	797	1,936

CITY OF

GREENBELT

MARYLAND

SPEED CAMERA PROGRAM

ANNUAL YEAR END REPORT

2013

BREKFORD

Introduction

Authorized by the Maryland General Assembly on October 1, 2009 and codified under Transportation Article 21-809, municipalities were given the authority to utilize automated speed enforcement in school zones. The fundamental objectives underlying the use of automated speed enforcement in school zones are to increase driver awareness of speed related crashes, encourage a change in driver behavior and increase the safety of pedestrians and other motorist in school zones.

Recognizing that speeding vehicles in schools zones presented a significant public safety problem to not only schoolchildren but to all individuals, both pedestrian and vehicular, the City of Greenbelt, Maryland embarked on a process to implement speed cameras in school zones. Numerous speed studies were conducted throughout the City and while speeding vehicles were detected around all schools, several schools had particularly high violation rates.

The Council passed on April 5th, 2012 Ordnance No. 1320, that added the authority under of the City Code to utilize speed camera systems in the City.

In order to comply with the mandates listed under Transportation Article 21-809 and establish a fully legal and compliant speed camera program, the City Council, via Resolution 1095, established school zones around five schools within the City limits.

These schools and the one-half mile radius school zones established around them are as follow:

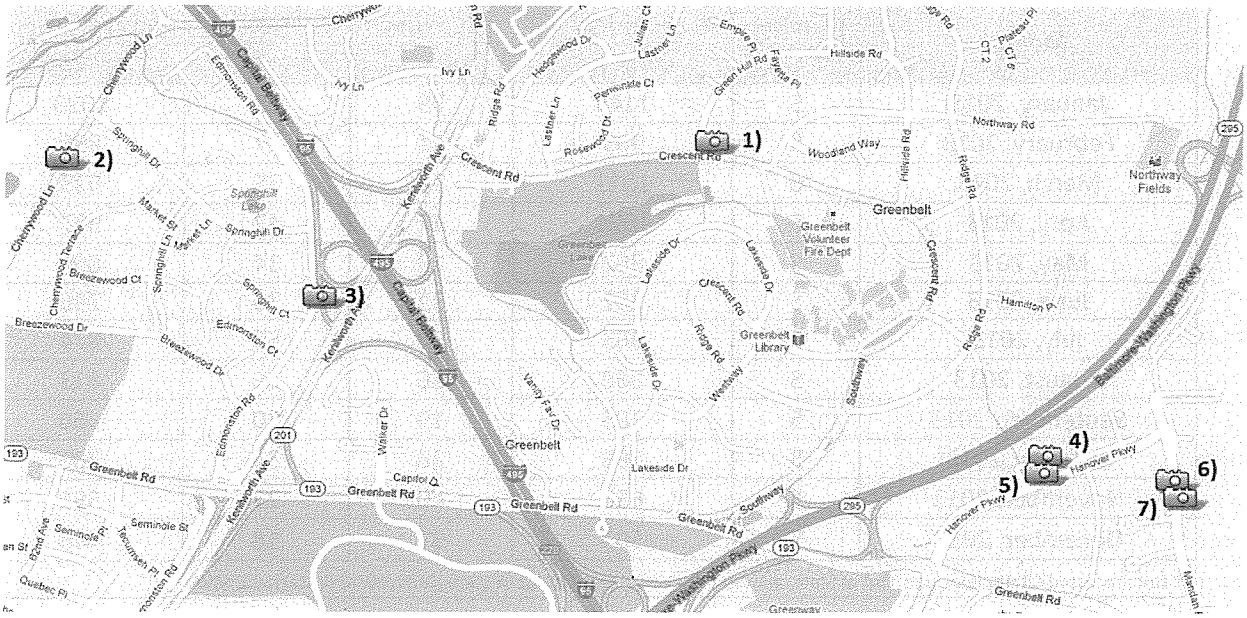
1) Roosevelt High School
2) Greenbelt Middle School
3) Greenbelt Elementary School
4) Turning Point Academy
5) Springhill Lake Elementary School

In addition to gathering speed violation data, conduction public hearings and passing the necessary ordinances and resolutions, the City and the Police Department were also in discussion with potential speed camera vendors who could supply the necessary equipment and back office support to ensure a successful program.

On May 15th, 2012, the City of Greenbelt chose Brekford Corporation as the speed camera vendor for the City of Greenbelt Speed Camera Program.

CITY OF GREENBELT

SPEED CAMERA LOCATIONS



LEGEND

Camera Locations

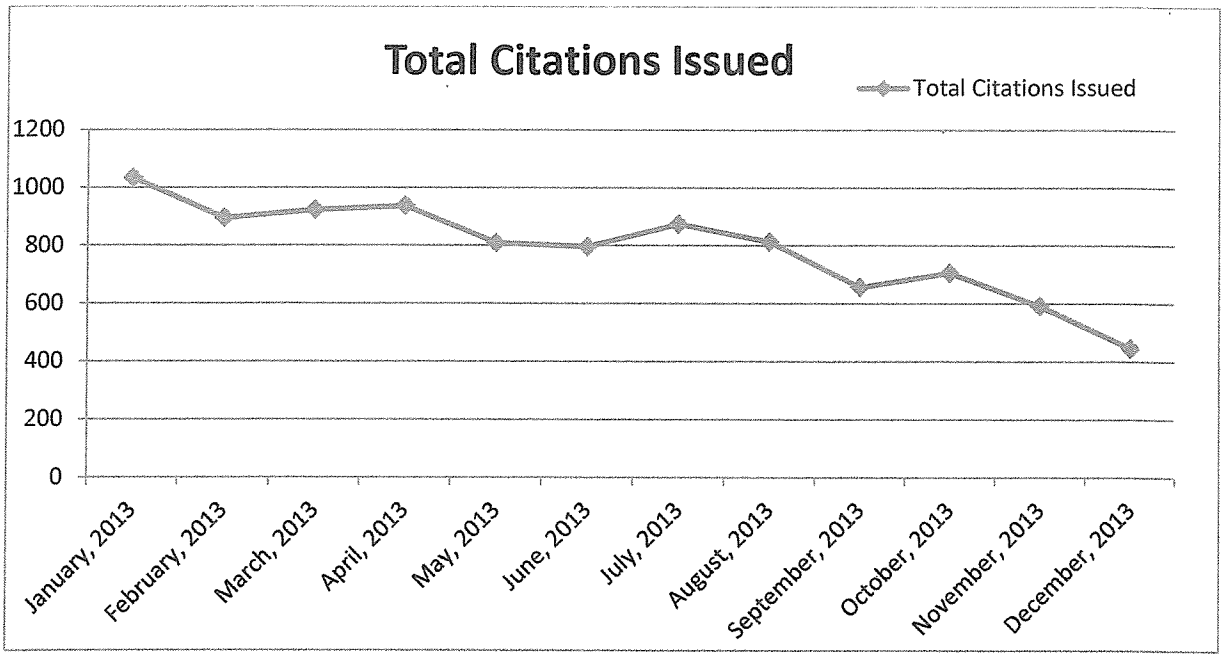
1) 300 Blk Crescent Rd – East Bound
2) 5900 Blk Cherrywood Ln – North Bound
3) 9100 Blk Edmonston Rd – North Bound
4) 7700 Blk Hanover Pkwy – West Bound
5) 7700 Blk Hanover Pkwy – East Bound
6) 7000 Blk Mandan Rd – South Bound
7) 7700 Blk Mandan Rd – North Bound

CITY OF GREENBELT

CITATION MONITORING

Month	Number Of Sites	Accepted Speed Offenses	Client Rejected	Not Processed*	Total Citations Issued
January, 2013	5	1145	79	33	1033
February, 2013	5	963	41	27	895
March, 2013	6	1011	53	35	923
April, 2013	5	1021	42	42	937
May, 2013	5	862	19	34	809
June, 2013	5	862	31	35	796
July, 2013	5	963	34	55	874
August, 2013	5	868	26	29	813
September, 2013	5	705	19	30	656
October, 2013	5	768	28	34	706
November, 2013	5	658	40	27	591
December, 2013	5	503	39	18	446

* Not Processed Citations include: Out of State, and No Data available from Out of State (DMV/MVA) & Maryland MVA



CITY OF GREENBELT

TOTAL SPEED CITATIONS PER SPEED CAMERA SITE

Citations Issued Per Month						
	January '13	February '13	March '13	April '13	May '13	June '13
300 Blk Crescent Rd - East Bound	82	77	76	81	59	69
5900 Blk Cherrywood Ln – North Bound	626	563	578	605	484	462
9100 Blk Edmonston Rd – North Bound	55	76	74	39	42	41
7700 Hanover Pkwy – East Bound	37	22	4	N/A	N/A	N/A
7700 Hanover Pkwy – West Bound	N/A	N/A	26	27	24	30
7700 Mandan Rd – North Bound	233	157	165	185	200	194
Total Citations	**1033**	**895**	**923**	**937**	**809**	**796**

*Any cell filled with "N/A" indicates camera was not active for that month.

Citations Issued Per Month						
	July '13	August '13	September '13	October '13	November '13	December '13
300 Blk Crescent Rd - East Bound	67	61	49	83	46	37
5900 Blk Cherrywood Ln – North Bound	564	566	452	426	426	247
9100 Blk Edmonston Rd – North Bound	21	50	32	24	20	17
7700 Hanover Pkwy – East Bound	N/A	N/A	N/A	N/A	N/A	N/A
7700 Hanover Pkwy – West Bound	36	15	14	24	12	22
7700 Mandan Rd – North Bound	186	121	109	149	87	123
Total Citations	**874**	**813**	**656**	**706**	**591**	**446**

*Any cell filled with "N/A" indicates camera was not active for that month.

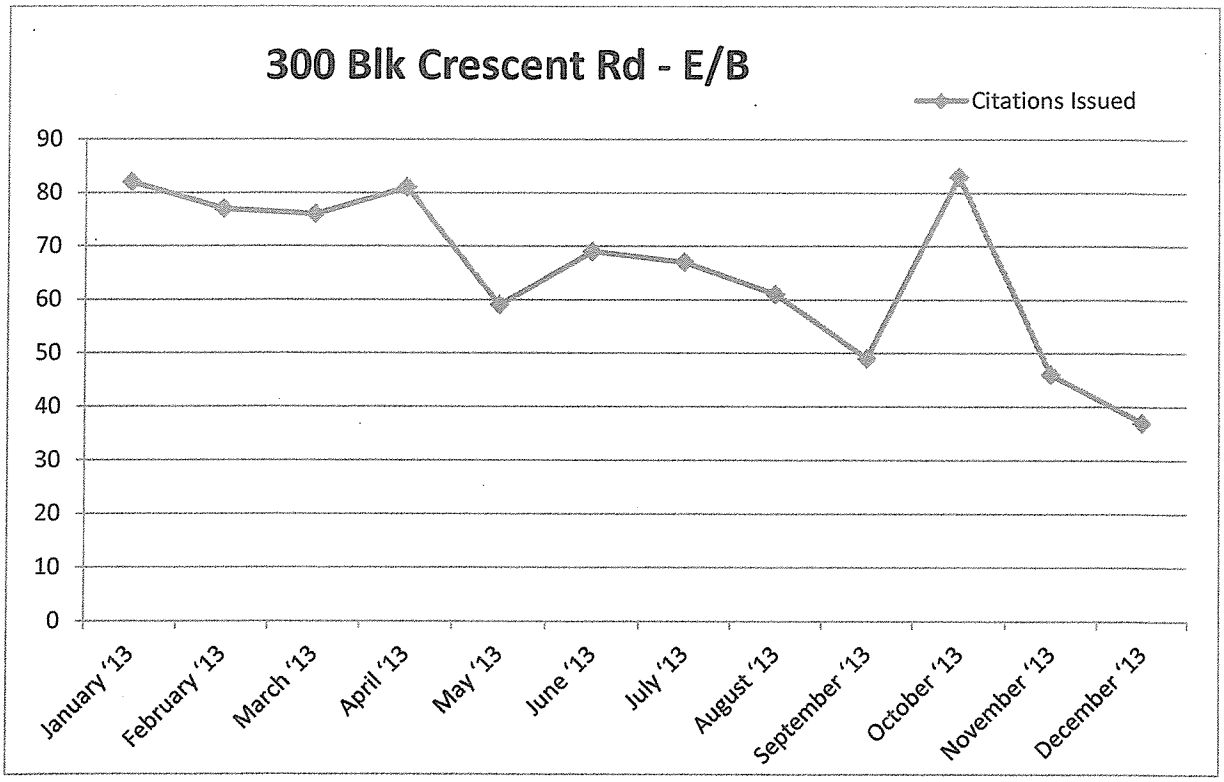
CITY OF GREENBELT

TOTAL SPEED CITATIONS PRINTED/MAILED PER SPEED CAMERA SITE

Speed Camera Location	Citations Issued
300 Blk Crescent Rd - East Bound	787
5900 Blk Cherrywood Ln – North Bound	5999
9100 Blk Edmonston Rd – North Bound	491
7700 Hanover Pkwy – East Bound	63
7700 Hanover Pkwy – West Bound	230
7700 Mandan Rd – North Bound	1909

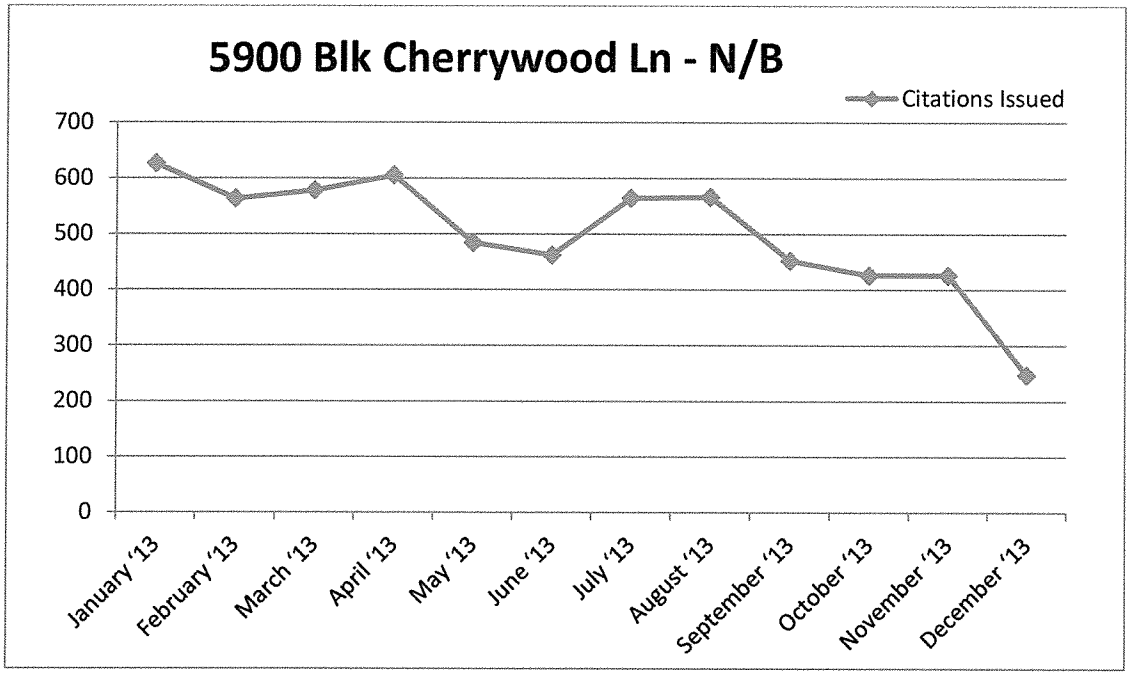
CITY OF GREENBELT

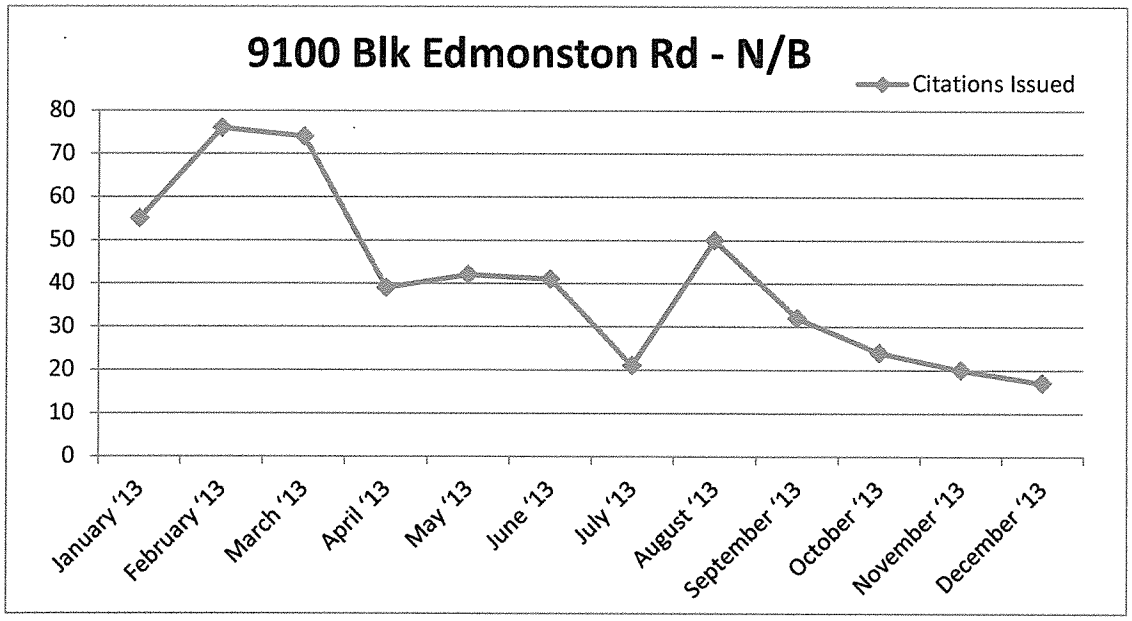
TOTAL SPEED CITATIONS PER SPEED CAMERA SITE



CITY OF GREENBELT

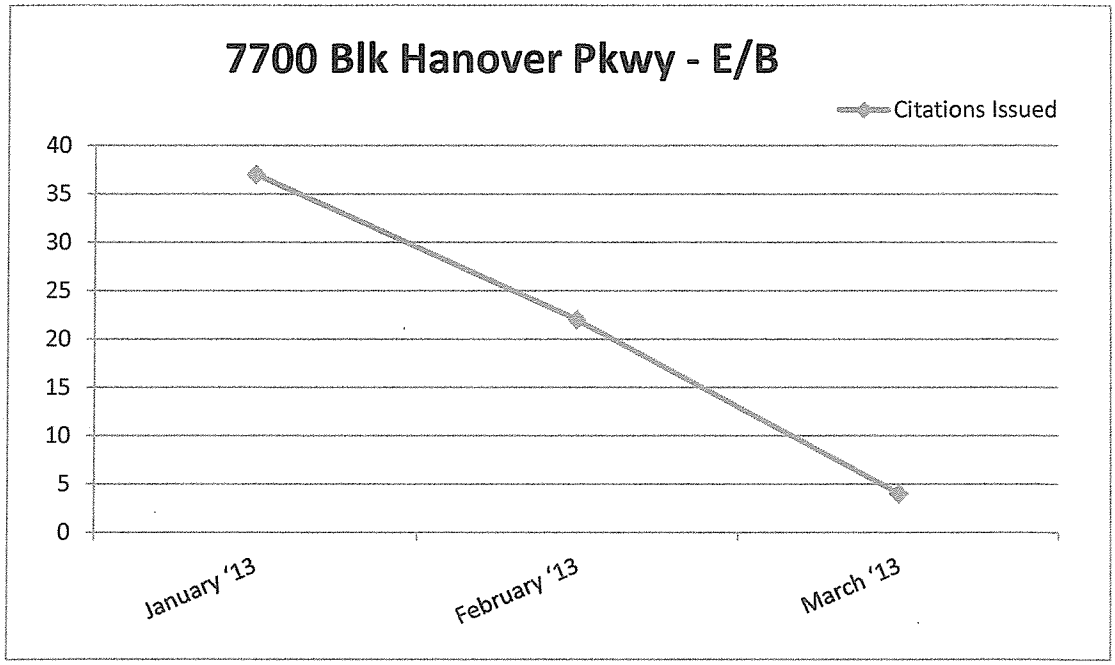
TOTAL SPEED CITATIONS PER SPEED CAMERA SITE

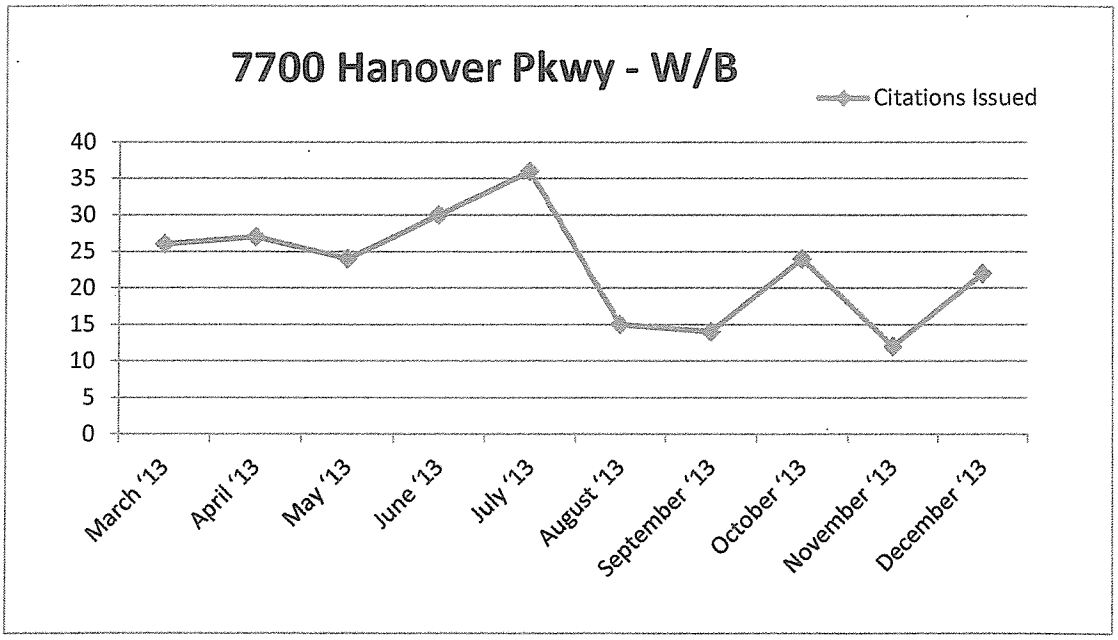




CITY OF GREENBELT

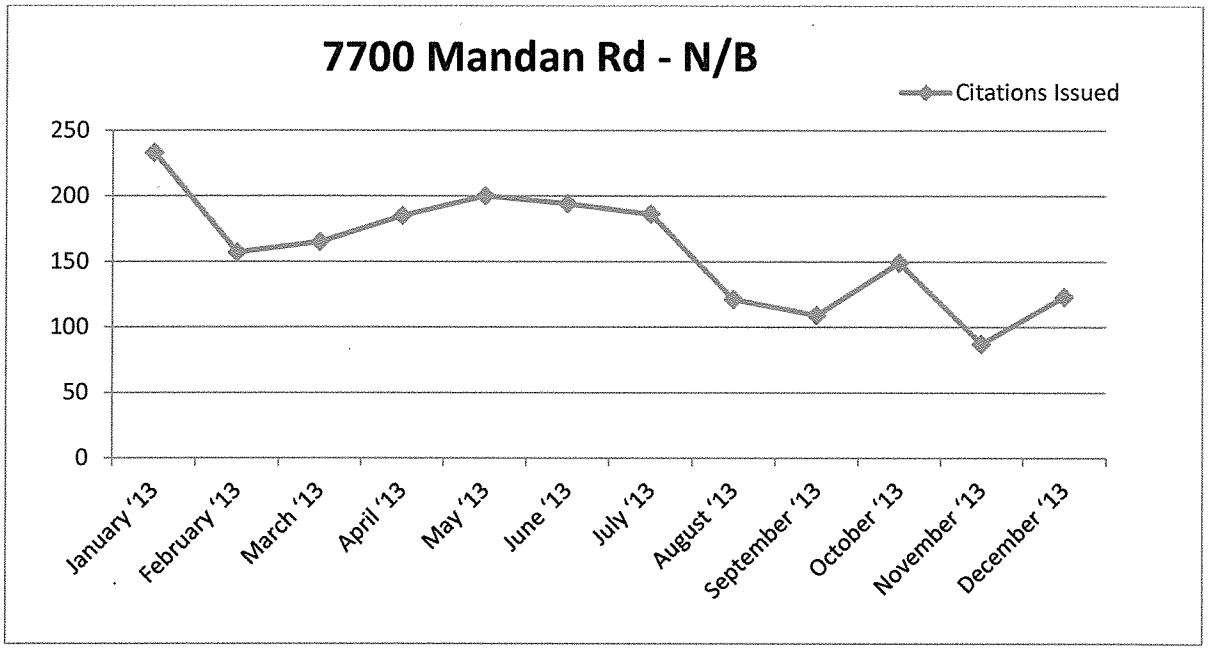
TOTAL SPEED CITATIONS PER SPEED CAMERA SITE





CITY OF GREENBELT

TOTAL SPEED CITATIONS PER SPEED CAMERA SITE



CITY OF GREENBELT
FINANCIAL REPORTING
CITATIONS PAID FOR JANUARY 2013 TO DECEMBER 2013

Month	Total Collected	Collected for Greenbelt	Credit Card Processing Fees	Paid to Brekford
January-2013	$ 33,600.00	$ 20,160.00	$ (201.46	$ 13,440.00
February-2013	$ 32,830.00	$ 19,698.00	$ (268.55)	$ 13,132.00
March-2013	$ 34,895.00	$ 20,937.00	$ (279.90)	$ 13,958.00
April-2013	$ 31,314.00	$ 18,788.40	$ (304.54)	$ 12,525.60
May-2013	$ 33,430.00	$ 20,058.00	$ (261.61)	$ 13,372.00
June-2013	$ 28,965.00	$ 17,379.00	$ (283.84)	$ 11,586.00
July-2013	$ 31,065.00	$ 18,639.00	$ (270.59)	$ 12,426.00
August-2013	$ 14,480.00	$ 8,688.00	$ (262.15)	$ 5,792.00
September-2013	$ 24,595.00	$ 14,757.00	$ (301.05)	$ 9,838.00
October-2013	$ 28,200.00	$ 16,920.00	$ (238.22)	$ 11,280.00
November-2013	$ 23,500.00	$ 14,100.00	$ (264.96)	$ 9,400.00
December-2013	$ 23,150.00	$ 13,890.00	$ (226.87)	$ 9,260.00
TOTAL:	$ 340,024.00	$ 204,014.40	$ (3,163.74)	$ 136,009.60

Vendor Payments

Per the contract terms regarding speed camera hardware, software and other services supplied by the vendor, forty percent (40%) of paid citations are remitted to the Brekford Corporation. It is important to note that the City of Greenbelt is sent, on a monthly basis, the entire amount of the payments received for the previous month and then billed by the Brekford Corporation for the services provided.

Between January 1, 2013 and December 31, 2013, payments in the amount of $136,009.60 has been remitted to the Brekford Corporation to provide the necessary equipment, technical support, citation processing, call center operations and other services necessary to ensure the successful operation of the speed camera program in Greenbelt.

- Camera Placed on Shoulder before School Exit facing Westbound Behind Guardrail

- Camera placed in shoulder enforcing Eastbound

- Camera Placed on Shoulder after School Exit facing Westbound Behind Guardrail

Greenbelt Police Department

Upcoming Retirements
5 Year Projection
(Updated May, 2014)

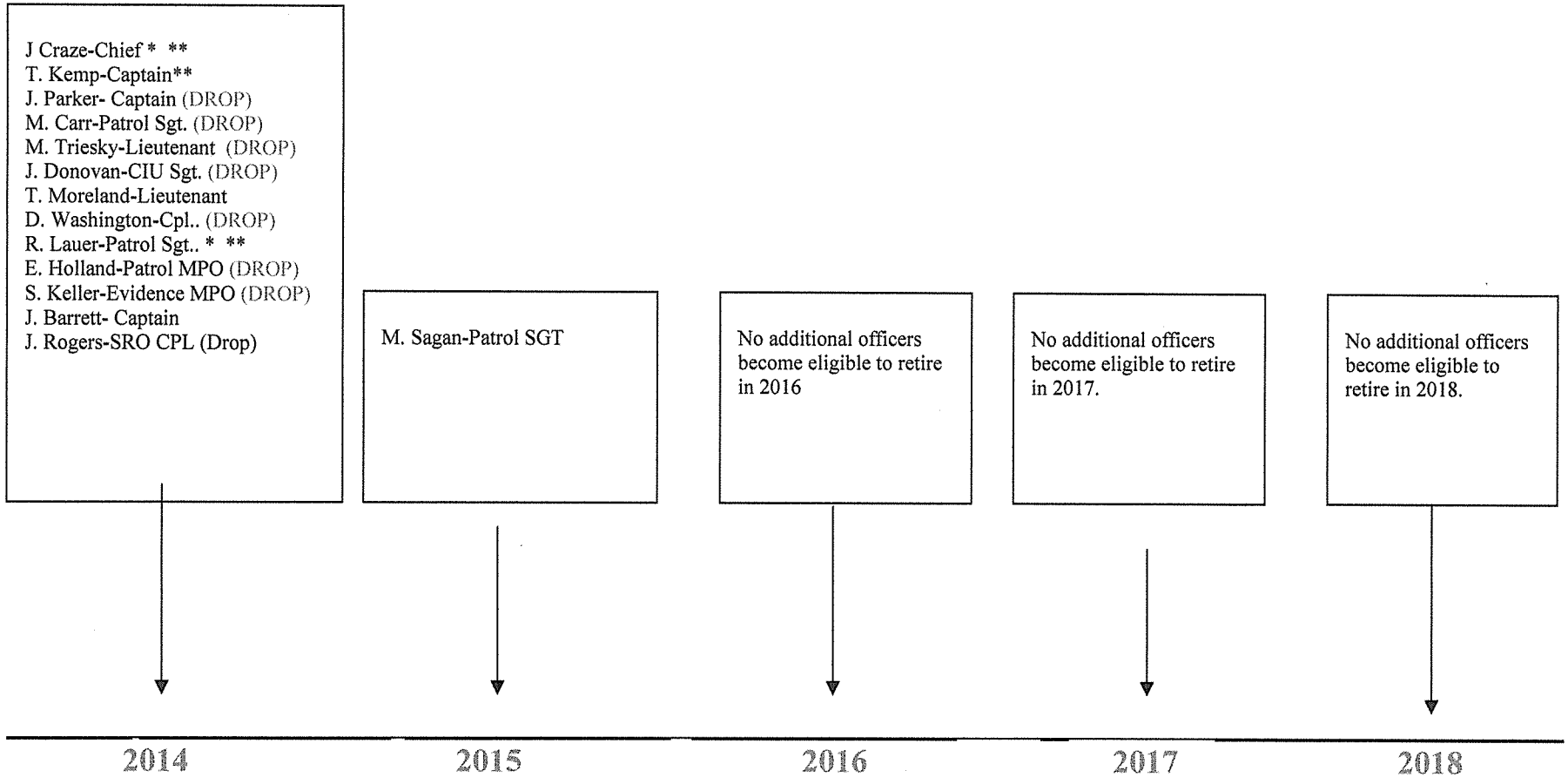
	Name	Year Appointed	Year Eligible to Retire	Current DROP Participant YES	Current DROP Participant NO	Expiration of DROP (or) Year Maximum Benefit is Reached
1	Craze	1971	1996		√	2001
3	Parker	1984	2009	√		2014
6	Holland	1990	2010	√		2015
7	Sagan*	1990	2011		√	2015
8	Carr	1985	2010	√		2015
9	Kemp	1985	2010		√	2015
10	Lauer*	1990	2011		√	2016
11	Keller	1986	2011	√		2016
12	Donovan	1986	2011	√		2016
13	Triesky	1986	2011	√		2016
14	Washington*	1991	2011	√		2016
17	Moreland	1988	2013		√	2018
18	Barrett	1989	2014		√	2019
19	Rogers	1989	2014		√	2019

* Officers with prior military credit.
Report is based on calendar year.
Shading identifies those who **must** retire at the end of their DROP period.

5 Year Projection of Upcoming Retirements

Eligibility List

(Updated May 2014)



- *** Officers with prior military credit may opt to retire sooner than their projected retirement dates.**
- **** Additional officers not in the DROP who are eligible to retire at any time.**

This projection is based on the LEOPS 25 year retirement system. Some of these officers will become eligible to retire prior to their 25th anniversaries as they turn 50 years of age. Report is based on calendar year.

NOTE: As of 5-1-14, ALL members of Command Staff are currently eligible to retire

Off-Duty Response 2013

Call Type	Total
Part Time	3,477
Traffic Stop	253
Suspicious Person	206
Accidents	155
Suspicious Vehicle	147
Parking Complaint	114
Theft	89
Domestic	78
ERO Inspection	77
Assist Other Agency	64
Disorderly	59
Disabled Vehicle	58
Noise Complaint	45
Alarms	40
Assist Citizen	40
Shoplifting	37
Notification	35
Dispute	33
Fight	33
Investigation	32
Lock Out	32
Special Assignment	32
Robbery	30
Premise/Area Checks	24
Warrant Service	21
Injured Sick Person	18
911 Hangup	17
Assault	17
CDS Violation	16
ERU Detail	15
Animal Complaints	14
Stolen Vehicle	14
Burglary	13
Intoxicated Subject	13
Intoximeter	13
Assist Fire Dept	11
Juvenile Complaint	11
Property Found	11
Fraud	10
Mental Subject	9

Call Type	Total
Trespassing	9
Vandalism	9
K-9 Use	8
LPR Hit	8
Welfare Check	8
Commercial Veh. Inspection	7
Cutting	7
Sex Offense	7
Unattended Child	7
Paper Service	6
Armed Subject	5
Fire	5
Harassment	5
Missing Person	5
Officer in Trouble	5
Property Lost	5
Recovered Stolen Vehicle	5
Tampering	5
Death Investigation	4
Man Down	4
Private Impound	4
Property Damaged	4
SHA Notification	4
Shots Fired	4
Truant	4
Fireworks Complaint	3
Loitering	3
Suicide Attempted	3
Attempt to Locate	2
Civil Disturbance	2
Open Door	2
Unknown Trouble	2
Unwanted Guest	2
Escort	1
Lojack Hit	1
Public Utilities	1
Shooting	1
Threats	1
Traffic Complaint	1
Traffic Detail	1

GREENBELT POLICE DEPARTMENT

VEHICLE INVENTORY

February 1, 2014

Individually Assigned Vehicles

		UNIT #	YEAR	MAKE & MODEL	MARKED YES	MARKED NO	SERIAL NUMBER	TAG #	OFFICER	CURRENT MILEAGE
1		804	2008	CHEV IMPALA	X		2G1WS553981265402	MG3330	LIU	53,936
2		805	2008	CHEV IMPALA		X	2G1WS553481264285	2AEP50	AGUILAR	63,333
3		806	2008	CHEV IMPALA		X	2G1WS553281263569	2EAP48	GULLEDGE	99,405
4		807	2008	CHEV IMPALA		X	2G1WS553281264771	2EAP53	HOLDEN	127,834
5		808	2009	CHEV IMPALA	X		2G1WS57M591304669	MG3337	KELLEY	92,844
6		809	2009	CHEV IMPALA	X		2G1WS57M691305684	MG3336	DAVIS	68,723
7		810	2009	CHEV IMPALA	X		2G1WS57M791302521	MG3335	OFFICER # 157	102,877
8		811	2009	CHEV IMPALA	X		2G1WS57M991303556	MG3334	LOPER	77,611
9		812	2009	CHEV TAHOE	X		1GNEC03009R273447	MG3331	YANKOWY	71,827
10		813	2009	CHEV TAHOE	X		1GNEC030X9R274492	MG3332	DEFFIBAUGH	64,935
11		814	2009	CHEV TAHOE	X		1GNEC03089R272935	MG3333	DEWEY	88,584
12		815	2010	CHEV IMPALA		X	2G1WD5EMXA1198124	MG3339	KEMP	89,294
13		816	2010	CHEV IMPALA	X		2G1WD5EMXA1199824	MG3341	PECK	47,880
14		817	2010	CHEV IMPALA	X		2G1WD5EM1A1200746	MG3342	LOWNDES	74,776
15		818	2010	CHEV IMPALA	X		2G1WD5EMXA1201569	MG3344	PENN	65,423
16		819	2010	CHEV IMPALA	X		2G1WD5EM3A1202062	MG3343	PETERS	57,543
17		820	2010	CHEV IMPALA	X		2G1WD5EM7A1201657	MG3345	FERNANDEZ	93,551
18		821	2010	CHEV IMPALA	X		2G1WD5EM0A1202620	MG3346	APGAR	42,276
19		822	2010	CHEV TAHOE	X		1GNMCAE04AR186850	MG3338	BYERS	105,739
20		823	2010	CHEV IMPALA	X		2G1WD5EM9A1252139	MG3340	HARRIS	102,735
21		824	2011	CHEV IMPALA	X		2G1WD5EM8B1290740	MG3352	WOOTEN	38,400
22		825	2011	CHEV IMPALA	X		2G1WD5EM4B1291383	MG3351	HAWKINS-GRAHAM	30,787
23		826	2011	CHEV IMPALA	X		2G1WD5EM8B1290804	MG3350	TORRES	26,224
24		827	2011	CHEV IMPALA	X		2G1WD5EM2B1289504	MG3349	EPPARD	55,606
25		828	2011	CHEV IMPALA	X		2G1WD5EM7B1289109	MG3348	FOSTER	22,893
26		829	2011	CHEV TAHOE	X		1GNLC2E09BR320416	MG3347	CRESSMAN	49,879
27		830	2011	CHEV IMPALA		X	2G1WD5EM6B1288226	1AK6064	PARKER	29,000
28		831	2011	CHEV IMPALA		X	2G1WD5EM4B1289231	1AK6063	KAISER	45,383
29		832	2012	Chevy IMPALA		X	2G1WD5E36C1291572	7AT1404	TRIESKY	27,544
30		833	2012	Chevy CAPRICE	X		6G1MK5U34CL666354	LG95897	MAY	5,519
31		834	2012	Chevy CAPRICE	X		6G1MK5U35CL666394	LG95898	BLADZINSKI	25,436
32		835	2012	Chevy CAPRICE	X		6G1MK5U32CL666465	MG3353	ROSE	20,550
33		836	2012	Chevy CAPRICE	x		6G1MK5U38CL666468	LG95899	KEYS	12,074
34		837	2013	Chevy TAHOE	X		1GNLC2E0XDR348812	MG3354	KAYTON	11,071
35		839	2013	Chevy IMPALA		X	2G1WD5E3XD1260942	1BE6516	DONOVAN	16,580
36		840	2014	FORD Interceptor	X		1FM5K8AR3EGA33502	MG3358	POTTS	3,043
37		841	2014	FORD Interceptor	X		1FM5K8ARXEGA33500	MG3359	HOLLAND	833
38		842	2014	FORD Interceptor	X		1FM5K8AR1EGA33501	MG3357	SAGAN	2,979
39		843	2014	FORD Interceptor	X		1FM5K8AR5EGA33503	MG3356	GUY	1,294
40		844	2014	FORD Interceptor	X		1FM5K8AR0EGB11329	MG3362	WASHINGTON	100
41		845	2014	FORD Interceptor	X		1FM5K8AR7EGB11330	MG3363	LAUER	100
42		846	2014	FORD Interceptor	X		1FM5K8AR9EGB11328	MG3361	CARR	100
43		848	2014	FORD Interceptor	X		1FM5K8AR5EGB11326	MG3360	LEE	100
44		849	2014	FORD Interceptor	X		1FM5K8AR7EGB11327	MG3364	PRACHT	100
45		861	2003	FORD CROWN VIC		X	2FAFP71W53X150683	LBD608	WHITE	93,832
46		876	2005	FORD CROWN VIC		X	2FAHP71W65X109992	MXW275	MORELAND	74,280
47		879	2005	CHEV T-BLAZER		X	1GNDT13S052286186	451M679	SULLIVAN	58,909
48		880	2005	CHEV T-BLAZER		X	1GNDT13SX52289578	451M701	S. KELLER	75,644
49		887	2005	CHEV IMPALA	X		2G1WF55K359376682	MG3319	ROGERS	70,399
50		890	2005	CHEV IMPALA	X		2G1WF55K259381663	MG3314	MESOL	88,795
51		893	2007	CHEV IMPALA	X		2G1WS55R879266979	MG3325	OFFICER #158	74,007
52		894	2007	CHEV IMPALA	X		2G1WS55RX79262285	MG3324	PARSLEY	54,505
53		898	2007	CHEV IMPALA		X	2G1WS55R579314955	4CTL05	BARRETT	97,009
54		899	2007	CHEV IMPALA		X	2G1WS55R979311895	4CTL04	CRAZE	98,108

Single-Purpose Specialty Vehicles

		UNIT #	YEAR	MAKE & MODEL	MARKED YES	MARKED NO	SERIAL NUMBER	TAG #	PURPOSE	CURRENT MILEAGE
55		867	2003	FORD CROWN VIC		X	2FAFP71W63X135903	KXD066	MATHEWS	123,158
56		891	2006	CHEV TRUCK		X	1GCHK24U86E152965	MG3315	MECHANIC	109,996
57		910		LEASE VEHICLE		X	LEASE	N/A	MARKS	93,300
58		913	1998	CHEV TRUCK	X		1GBJC34R2WF059812	MG3070	EVIDENCE	9,190
59		921	2009	FORD TRUCK		X	1FDXE45P79DA04612	27W440	TAC TEAM	3,830

Support Vehicles

		UNIT #	YEAR	MAKE & MODEL	MARKED YES	MARKED NO	SERIAL NUMBER	TAG #	PURPOSE	CURRENT MILEAGE
60		800	2008	CHEV IMPALA	X		2G1WS553181264115	MG3326	PATROL SPARE	109,485
61		801	2008	CHEV IMPALA	X		2G1WS53181266981	MG3327	SQUAD 1 SPARE	111,991
62		802	2008	CHEV IMPALA	X		2G1WS553281262132	MG3328	SQUAD 2 SPARE	100,999
63		803	2008	CHEV IMPALA	X		2G1WS553981264069	MG3329	OFFICER # 159	109,617
64		838	2013	Chevy TAHOE	X		1GNLC2E05DR345526	MG3355	K9 SPARE	11,739
65		860	2003	FORD CROWN VIC		X	2FAFP71W33X150682	LAA090	COMMANDER'S SPAR	125,700
66		881	2005	CHEV T-BLAZER		X	1GNDT13S452286532	451M678	ADMIN SPARE	87,724
67		882	2005	CHEV IMPALA		X	2G1WF52K359380705	6ARC40	CIU Spare	161,079
68		895	2007	CHEV IMPALA	X		2G1WS55R279268386	MG3313	SQUAD 3 SPARE	81,515
69		896	2007	CHEV IMPALA	X		2G1WS55R079233801	MG3311	SQUAD 4 SPARE	103,896

Miscellaneous Equipment

1		865	2003	PACE		X	40LFB10143P092416	LG69252	Cargo Trailer	N/A
2		918	1988	DRAGOON APC	X		1027880143		Rescue Vehicle	N/A
3		920	1998	CONFIDENTIAL		X	CONFIDENTIAL		Task Force Surveillance	192621

Vehicles Over 90,000

Vehicles Over 100,000

GREENBELT POLICE DEPARTMENT
STATISTICAL REPORT
February, 2014

Type of Offense (Includes attempts with exception of Murder)	Sector I Greenbelt Center			Sector 2 Franklin Park Area			Sector 3 Greenbelt East			Sector 4 Beltway Plaza			Sector 5 Metro Site			Sector 6 Branchville Area			Total Offenses Minus Unfounded Cases	
	Month	(-)	YTD	Month	(-)	YTD	Month	(-)	YTD	Month	(-)	YTD	Month	(-)	YTD	Month	(-)	YTD	Month Minus Unfounded Cases	YTD Total
Murder	0		0	0		0	0		0	0		0	0		0	0		0	0	0
Rape	0		1	0		2	0		0	0		0	0		0	0		0	0	3
Robbery	1		2	5		7	1		2	2		4	0		0	0		0	9	15
Aggravated Assaults	0		0	1		3	1		1	1		1	0		0	0		0	3	5
Breaking or Entering	1		2	1		6	8		11	0		0	0		0	0		0	10	19
Larceny	3		15	5		13	24		46	9		17	0		0	0		0	41	91
Motor Vehicle Theft	0		0	0		5	3		7	0		0	0		0	0		0	3	12
Totals by Sector	5		20	12		36	37		67	12		22	0		0	0		0	66	145

(*) Indicates that the unfounded incident was reported in a previous month, and therefore is subtracted from the 'YTD Total" incidents.

(-) Note that per Uniform Crime Reporting guidelines, offenses can be cleared either by arrest, administrative closure or incident unfounded.

Sector 1 – Kenilworth Avenue north from Greenbelt Road to Cherrywood Lane and Greenbelt Road east from Kenilworth Avenue to Southway Road. Effective l/l/97Ivy Lane and Cherrywood Lane changed to Sector 2. Kenilworth Avenue addresses are in Sector 1.

Sector 2 – Kenilworth Avenue south from Greenbelt Road to Old Calvert Road and Greenbelt Road west from Kenilworth Avenue to Branchville Road.

Sector 3 – Greenbelt Road east from Southway Road to Mandan Road, Hanover Parkway north from Greenbelt Road to the Baltimore-Washington Parkway south from Greenbelt Road to Good Luck Road.

Sector 4 – Beltway Plaza Shopping Center and businesses on Greenbelt Road from Cherrywood Lane to the City line at Branchville Road.

Sector 6 – South of the WMATA/Metro Station Property, north of Branchville Rd./Greenbelt Rd., west of Cherrywood Lane, east of the B&O RR tracks

II. Total Offenses Year to Date – Five Year Comparison – ***All Sectors***

January 1 to February 28 of each year

Type of Offense (includes attempts with Exception of Murder)	2010	2011	2012	2013	2014
Murder	0	0	0	0	0
Rape	0	0	1	0	3
Robbery	16	18	14	10	15
Aggravated Assaults	6	4	1	13	5
Breaking or Entering	28	33	45	60	19
Larceny	94	105	107	96	91
Motor Vehicle Theft	26	13	15	27	12
TOTALS - - - - - - - - - - - - - - - - - -	170	173	183	206	145

III. Police Service Summary

	2014 MONTHLY TOTAL		2013 MONTHLY TOTAL		2014 YEAR-TO-DATE TOTAL		2013 YEAR-TO-DATE TOTAL	
Calls for Service	1,887		2,617		4.098		5,094	
Off-Duty Responses	376		422		779		886	
Premise Checks	**104**		**223**		**234**		**469**	
Traffic Stops	469		900		1.053		1,523	
Case Reports	216		250		436		520	
Field Ob. Reports	14		11		32		31	
ACCRS Reports	28		19		50		41	
	Adult	**Juvenile**	**Adult**	**Juvenile**	**YTD Adult**	**YTD Juvenile**	**YTD Adult**	**YTD Juvenile**
Arrests	39	7	63	18	88	22	134	24

NOTE: **November, 2012 was the first full month of speed camera operation.**

Speed Camera Location	February 2014 Violations	February 2013 Violations	YTD Violations 2014	Red Light Camera Locations	February 2014 Citations	February 2013 Citations	YTD Citations Issued 2014
300 Crescent Road	65	65	116	EB Greenbelt Road@ Mandan Road	39	88	93
5900 Cherrywood Lane N/B	313	484	548	WB Greenbelt Road @Mandan Road	52	51	116
7700 Hanover Parkway E/B	0	19	0	WB Greenbelt Road@Cherrywood	112	223	195
7700 Hanover Parkway W/B	14	0	31	NB Kenilworth Avenue@Cherrywood	62	66	121
7700 Mandan Road N/B	105	148	173	NB Kenilworth Avenue@NB I95- Off Ramp	35	34	53
7700 Mandan Road S/B	0	0	0	NB Kenilworth Avenue@SB I-95 Off Ramp	75	50	161
9100 Edmonston Road N/B	21	49	28				
Totals - - - - - - - - - - - - - - -	**518**	**765**	**896**	**Totals -**	**375**	**512**	**739**

	2014 MONTHLY TOTAL	2013 MONTHLY TOTAL	2014 YEAR-TO-DATE TOTAL	2013 YEAR-TO-DATE TOTAL
Traffic Tickets	372	686	780	1,112
Parking Tickets	7	16	11	34
ERO's	54	115	96	188
Warnings	507	981	1,139	1,694

IV. Traffic Statistics – Year-to-Date Totals

Accidents	YTD – 2014	YTD – 2013		YTD – 2014	YTD – 2013
Property Damage	**134**	**134**	**DUI Arrests**	**23**	**31**
Personal Injury	**20**	**15**	**Other Traffic Arrests**	**113**	**150**
Fatal	**0**	**0**			
TOTALS	**154**	**149**			

Michael McLaughlin

From: Brian Rudy <brian.rudy@verizon.net>
Sent: Friday, May 02, 2014 9:13 AM
To: Michael McLaughlin
Cc: t.ray@verizon.net
Subject: Greenbelt VFD Info for Budget Work Session
Attachments: City Council 2014 (2013 data).xlsx

Mike,

Unfortunately some scheduling conflicts have arisen with Chief Ray and me which are going to prevent us from attending the work session on Monday. We understand the importance of this meeting and are regretful that we will not be able to make it. Please do not view our absence as a lack of commitment or concern from the GVFD & RS, Inc. I wanted to touch base with you in order for you to relay some points to Council for us if you would.

First, please find the requested financial report attached. If there is any additional information that Council would like we would be happy to provide it.

- Here is a link to show the progress of Greenbelt's new fire engine:
  - http://www.atlanticemergency.com/custom/page/trucks_in_production?dpt=17
    - You will need to scroll down and look for Greenbelt VFD MD
  - We expect delivery in June!!!

- We are going to be exploring the purchase of a new ambulance
  - Our intentions are to have two in service to better serve the community

We continue to need the apparatus replacement fund to continue to provide the service that the citizens of Greenbelt have come to expect. Without this fund we would not be able to continue to update our apparatus. The cost of fire engines and ambulances continue to rise. In order for us to keep pace we must retain the Apparatus Replacement Fund.

Thank you,

Brian

Greenbelt Volunteer Fire Department Rescue Squad Inc
Summary of CY 13 Income and Expenses

INCOME:

Source	Amount
Fund Drive	$ 38,896.00
Bingo	$ (8,656.00)
Station Management	$ 20,000.00
Fund Raisers/Hall Rental	$ 12,381.00
Convention	$ 4,707.00
City/County Funding	$ 530,000.00
Total Income	$ 597,328.00

Fund Raiser Detail

$ 3,527.00	Crab Feast
$ 570.00	Miscellaneous Donations
$ 7,234.00	Hall Rental
$ 50.00	Parade Award
$ 1,000.00	Bessie Marshall Raffle
$ 12,381.00	

EXPENSES

Category	Amount
Station Management	$ 20,000.00
General Expenses	$ 58,576.00
New Pumper	$ 531,721.00
Total Expenses	$ 610,297.00
Net Loss	$ (12,969.00)

General Expense Detail

Operations:

$ 1,121.00	Apparatus Maintenance & Repair
$ 3,598.00	Duty Crew meals
$ 2,807.00	Fire Prevention
$ 103.00	Miscellaneous
$ 3,077.00	Uniforms
$ 10,706.00	Sub Total Operations

Administration:

$ 1,644.00	Copier Lease
$ 4,000.00	Miscellaneous
$ 5,243.00	Phone/Cable
$ 300.00	Web Site Maintenance
$ 11,187.00	SubTotal Administration

Good & Welfare

$ 6,808.00	Awards Banquet
$ 6,886.00	Miscellaneous
$ 13,694.00	Sub Total Good & Welfare

Building & Grounds

$ 14,185.00	IT Infrastructure Upgrade
$ 4,745.00	Miscellaneous
$ 4,059.00	Exterior LED Lighting
$ 22,989.00	

$ 58,576.00	Total General Expenses