PENDER COUNTY PARKS AND RECREATION
RECREATION PARTNERS PROGRAM
2016-2017 GRANT APPLICATION

PLEASE COMPLETELY ADDRESS ALL ITEMS IN THE SPACE PROVIDED. IF NECESSARY, USE ADDITIONAL SHEET(S).

Organization: Topsail Girls Soft Ball Orginizaton

Mailing Address: ~~[illegible]~~ PO Box 474 Hampstead 28443

Contact Person: Brian Creech Title: President 470-8436

Email: tgso28443@yahoo.com Phone #:

Organization's Website address (if applicable)

1.Provide a brief description of the organization's mission, goals and programs.

The purpose of this league is to organize and supervize the social skills, and mental growth of girls ages 4 1/2 through 15 using softballgs a tool to fulfill these goals

2. What geographic area(s) do you serve?

Topsail area

3. Amount of County funds being requested for program(s) to be held **July 2016- June 2017**:

$ 3500.00

4. Describe specifically how these County funds will be used within your organization. ***(Must meet eligibility requirements and match the detailed budget in Question22).***

we are looking to purchase nets for batting cages The cost is 1,450.00 a net have to replace both. They are old and weather worn out.

5. Does the organization have 501(c)3 status? Yes X No_____ *If yes, please attach a copy of your designation letter.*

6. List or attach the organization's current board (officers or principal leaders' names, phone numbers and term lengths; *please place an * by the contact name for Pender County Parks and Recreation purposes and include his/her e-mail address*). **Please note on the last page, there is a place for ALL officers/principal leaders to sign this grant form as to the content.**

*Brian Creech 9104708436 TGS028443@yahoo.com 3yr
Raymond Kratovel 9104318065 3yr
Jennifer Kratovel 9104316781 3yr
Crystal Cromartie 9104715538 3yr

7. Are the organization's board members elected and/or appointed? appointed
Are elections held annually? Yes ✓ No_____ If any board members are appointed, how are the appointments made; i.e. by entire Board, only the President/Chairperson, etc.

8. How many Board meetings were held January 2015 through December 2015? 12 - 15

9. Does the organization have By-Laws? Yes X No_____
If yes, are the By-Laws reviewed and updated annually? Yes X No_____
When is the last time the By-Laws were reviewed and updated? 1/2016
(Please attach a copy of the most recent By-Laws)

10. Does the organization do background checks on its board members, volunteers, paid staff, etc.?
Yes X No_____ If yes, what agency/company is used Protect Youth Sports
What is the cost? $7.95 each If no, why not?

11. What recreational programs/activities does the organization provide? What ages, gender, etc. do these programs/activities serve? girls softball, 4 years to 18yrs, girls, softball

12. What are the organization's participation policies?

Open to all girls ages 6.5-15 years of age in the Topsail school district, Players must attend a players evaluation process to determine there skill level. This evaluation is conducted to ensure that teams are as equal as possible with skill level. No player is refused to play or turn down on these evaluations.

13. Actual number of participants served **January 2015 – December 2015** 106

Were any of these participants out-of-county? Yes _____ No X If yes, how many? _____

14. Projected number of participants to be served **July 2016 – June 2017**? 120

Do you anticipate any of these participants out-of-county? Yes _____ No X If yes, how many? _____

If your participant numbers increased or decreased significantly from last year/last season, please explain why this happened. It is about equal from last year. Some of the girls moved on to try other sports.

15. Does the organization charge a registration/program fee to participants? Yes X No _____

If so, how much is the fee for this year/season? $ 85.00

Do you discount for multiple family members within the same household? Yes _____ No X

If yes, what is the discount? $ _____

How much did you charge last year/season? $ 85.00

Reason for increase/decrease:

If the organization does not charge a fee to participants, why not?

16. How does the organization handle the situation when a participant is not financially able to pay the fee?
they have to volunteer instead

17. Does the organization have a written procedure/policy for the receiving and depositing money?
Yes _X_ No _____ (*Please attach if applicable*). If no, what procedures are used to ensure that monies are handled appropriately?

18. Does the organization have a written procedure/policy for spending money (i.e. over X amount, the board must approve the expenditure)? Yes _X_ No _____ (*Please attach if applicable*). If no, what procedures are used to ensure that monies are spent appropriately?

19. Is the organization audited annually? Yes_____ No_X_
If yes, by whom? _____

Please attach a copy of your most recent audit or financial report. (If no, the organization **must** bring its financial records to the meeting with the Recreation Advisory Board and Staff for their review).

20. What is the organization's amount of cash on hand (including **ALL** monies; checking, savings, CDs, etc.)
$_12000.00_ (*Please attach a copy of the most current bank statement(s)*). List any and all intended uses of these funds.

21. Describe any program development issues and/or trends that the organization has faced in the past couple of years and/or anticipates facing in the upcoming years. None

22. The organization needs to *attach a* **detailed** (line-item) proposed budget for the fiscal year **July 2016 – June 2017**. It needs to include **all** anticipated sources of revenue (including County funds, Municipal funds, grants, donations, sponsorships, concessions, membership/participation fees, fundraising, etc.) and **all** anticipated expenditures. *You may use the attached form if needed.*

23. Does the organization have any paid staff other than umpires/referees (i.e. administrative, concession supervisor, scorekeeper, etc.)? Yes_____No_X_ If yes, please list what position(s) is (are) paid and the salary paid.

24. If there is any information that you feel the Parks and Recreation Advisory Board and staff needs to know that was not addressed in the above items, please discuss below. none

The information on the Recreation Partners Program Grant Application submitted to Pender County Parks and Recreation on behalf of

(Organization's Name) Topsail Girls Softball Organization

is true and accurate to the best of **our** knowledge.

Brian Creech _____ 3/3/16

Signature of President/Chairperson Date

_____ _____

Signature of Vice President/Vice Chairperson Date

_____ _____

Signature of Secretary Date

Jennifer L Kratan

Signature of Treasurer

3/1/16

Date

This must be signed by all of the above Board members!

If this <u>signed</u> affidavit is <u>not</u> turned in with your grant application then it <u>must</u> be turned in at your budget request review with the Recreation Advisory Board on March 10, 2016!!

Projected Budget
July 2016-June 2017

Organization Name: Topsail Girls Softball Organization

REVENUE SOURCES*	BUDGETED TOTAL		ACTUAL TOTAL
County Funds:			
Municipal Funds:			
Grants:	3500.00		
Donations:			
Sponsorships:	1500.00		
Participation Fees:	6290.00		
Fundraising:			
Concessions:			
Other:			
Total Revenues	$11290.00	$0.00	$0.00

EXPENSES**			Total	ACTUAL BCBSNCF$	Other $	Total
Softballs	11"		$980.00			$0.00
Softballs	12"		$490.00			
Scorebooks			$14.00			
Line Up Cards			$31.40			
Umpires	Darlings	16 games	560.00			
	Angels	32 games	1120.00			
	Ponytails	16 games	560.00			
	Belles	16 games	560.00			
	Sweeties	16 games	560.00			
Insurance	Sweeties		53.35			
	Darlings		66.50			
	Angels		133.60			
	Ponytails		66.50			
	Belles		133.00			
Team Uniforms		75	$2625.00			$0.00
Coaches Shirts		7	$289.00			$0.00
Player Sponsor Shirts		4	$340.00			$0.00
Dixie Franchise Fees		6 for State	$150.00			$0.00
	National fee	6	$90.00			
Chalk for Field			$80.00			
Paint for Field			$35.00			
Dryer for Field (Field Drag)			$400.00			
New Field Drag and Tractor			$2150.00			
Microphone and All Star supplies (Balls, Fencing, Wristbands ect)			$1000.00			
						$0.00
Total Expenses			$14,872.35 $0.00	$0.00	$0.00	$0.00

$14872.35

TD Bank
America's Most Convenient Bank®

T **STATEMENT OF ACCOUNT**

165967 06DD1N09 1 000000
TOPSAIL GIRLS SOFTBALL ORGANIZATION
PO BOX 474
HAMPSTEAD NC 28443

Statement Period: Jan 01 2016-Jan 31 2016
Cust Ref #: [redacted]
Primary Account #: [redacted]

Business Core Checking
TOPSAIL GIRLS SOFTBALL ORGANIZATION

[redacted]

WE NOW CHARGE A MONTHLY FEE FOR PAPER STATEMENTS.
ON JANUARY 1, 2016, WE BEGAN CHARGING A $2.00 MONTHLY FEE FOR PAPER TO SUPPORT OUR EFFORTS TO "GO GREEN" AND AVOID THIS FEE GOING FORWARD, LOG IN TO TDBANK.COM/BUSINESSDIRECT AND SIGN UP FOR ONLINE STATEMENTS ONLY. IF YOU DON'T USE ONLINE BANKING NOW, SIGN UP FOR TD BANK BUSINESSDIRECT FIRST. THIS FEE DOESN'T APPLY IF YOU ONLY RECEIVE ONLINE STATEMENTS ALREADY. QUESTIONS? CALL 1-888-751-9000.

ACCOUNT SUMMARY

Beginning Balance	15,565.21	Average Collected Balance	14,600.63
		Annual Percentage Yield Earned	0.00%
Checks Paid	72.82	Days in Period	31
Electronic Payments	1,186.35		
Service Charges	2.00		
Ending Balance	14,304.04		

DAILY ACCOUNT ACTIVITY

Checks Paid No. Checks: 1 *Indicates break in serial sequence or check processed electronically and listed under Electronic Payments

DATE	SERIAL NO.	AMOUNT
1/13	1465	72.82

Subtotal: 72.82

Electronic Payments

POSTING DATE	DESCRIPTION	AMOUNT
1/4	DEBIT CARD PURCHASE, AUT 123115 VISA DDA PUR VISTAPR VISTAPRINT COM 866 8936743 * MA [redacted]	417.62
1/4	DEBIT POS, AUT 010416 DDA PURCHASE USPS 3633520443 HAMPSTEAD * NC [redacted]	50.00
1/4	DEBIT CARD PURCHASE, AUT 010216 VISA DDA PUR ACT ETEAMZ COM AUTH BG ETEAMZ COM * TX [redacted]	19.95
1/5	DEBIT CARD PURCHASE, AUT 010416 VISA DDA PUR DICKS SPORTING GOODS1144 WILMINGTON * NC [redacted]	115.53
1/6	DEBIT CARD PURCHASE, AUT 010416 VISA DDA PUR STAPLES 00116624 WILMINGTON * NC [redacted]	105.27
1/12	DEBIT CARD PURCHASE, AUT 011116 VISA DDA PUR VISTAPR VISTAPRINT COM 866 8936743 * MA [redacted]	430.19

Call 1-800-937-2000 for 24-hour Bank-by-Phone services or connect to www.tdbank.com

Bank Deposits FDIC Insured | TD Bank, N.A. | Equal Housing Lender

165967 06DD1N09 009229

TD Bank
America's Most Convenient Bank®

STATEMENT OF ACCOUNT

TOPSAIL GIRLS SOFTBALL ORGANIZATION

Statement Period: Jan 01 2016-Jan 31 2016
Cust Ref #: [redacted]
Primary Account #: [redacted]

DAILY ACCOUNT ACTIVITY

Electronic Payments (continued)

POSTING DATE	DESCRIPTION	AMOUNT
1/22	sign holders DEBIT CARD PURCHASE, AUT 012116 VISA DDA PUR LOWES 02256 HAMPSTEAD * NC [redacted]	23.91
1/25	office supplies DEBIT CARD PURCHASE, AUT 012316 VISA DDA PUR ADOBE EXPORTPDF SUB 800 833 6687 * CA [redacted]	23.88
	Subtotal:	1,186.35

Service Charges

POSTING DATE	DESCRIPTION	AMOUNT
1/29	PAPER STATEMENT FEE	2.00
	Subtotal:	2.00

DAILY BALANCE SUMMARY

DATE	BALANCE	DATE	BALANCE
12/31	15,565.21	1/13	14,353.83
1/4	15,077.64	1/22	14,329.92
1/5	14,962.11	1/25	14,306.04
1/6	14,856.84	1/29	14,304.04
1/12	14,426.65		

165967 06DD1N09 006230 V1.8.4js-1:47436

Call 1-800-937-2000 for 24-hour Bank-by-Phone services or connect to www.tdbank.com

Bank Deposits FDIC Insured | TD Bank, N.A. | Equal Housing Lender

Topsail Girls Softball
By-Laws
2013-2014

ARTICLE I
Name and Location

Section 1 – Name

This Organization shall be known as the TOPSAIL GIRLS SOFTBALL

ask Sherp for Holly Ridge / Dixon area

Section 2.- Location

The boundaries of TGS are as follows:

Beginning at the New Hanover county/Pender county line extending north to the Onslow/Pender county line. Extending from the Shoreline of Topsail Island to the West following the Topsail School District.

ARTICLE II
Purpose

Section 1 - Purpose

The purpose of this league shall be:

A. To organize and supervise the social, physical, and mental growth of girls 4 1/2 through 16 (as of December 31) using softball as a tool to fulfill these goals.

B. To increase opportunities for TGS members by participating as a member of Dixie Softball Inc

C. To maintain the high quality of TGS programs by exchanging information with Dixie Softball member leagues and seeking joint solutions to problems which affect program quality.

Section 2 - Intent

The intent of this league shall be:

A. These bylaws shall serve as the primary legal instrument governing the functions of TGS.

B. Dixie Softball Inc. bylaws shall be complied with by TGS except when determined by the Executive Board to be inconsistent with the purpose and intent established for this league.

Topsail Girls Softball
By-Laws
2013-2014

ARTICLE V
Executive Board

Section 1 Powers.

The powers of the league shall be exercised by the Executive Board.
The Executive Board shall consist of the following individuals who shall be elected every 2 years at the May/June closing ceremonies: President, Vice President, Secretary, Treasurer, Softball Commissioner, President, Softball commissioner will be elected on even years, Vice President, Secretary, and Treasure on odd years.

Section 2 Qualifications of the Executive Board.

Any interested adult member of the league, at least 18 years of age, shall be eligible to be elected to serve on the Executive Board.
All board members and coaches are subject to a background check. If elected board member or coach has been convicted of a felony, it is to the discretion of existing board members to allow that person to serve.

Section 3 Elections.

Nominations of Executive Board Officers will be accepted at least 30 days prior, and no later than 7 days before the elections. The elections shall take place at the annual closing ceremonies held in May or beginning of June.

Section 4 Terms of office.

The Executive Board shall serve for 2 years from August 1 to July 31. President, Softball commissioner will be elected on even years, Vice President, Secretary, and Treasure on odd years.

Section 5 Removal and Resignation.

Any Executive Board Officer may be removed by a majority vote of the Executive Board.
Resignations will be by written notice to the Executive Board.

Section 6 Vacancies.

Any vacancies on the Executive Board shall be filled by approval of the remaining Executive Board Officers. Appointees must be a member of the league (under IV 1 b).

Topsail Girls Softball
By-Laws
2013-2014

ARTICLE VI
Board of Directors

Section 1. Board of Directors

The Board of Directors shall consist of the Executive Board and the following positions which are appointed by the president with the approval of the Executive Board: Volunteer/Event Coordinator, Equipment/ Field Maintenance Coordinator, Fundraising Coordinator and Public Relations/ Recruitment Coordinator. Other appointed positions may be added as necessary by the president with the approval of the Executive Board.

Section 2 Qualifications of Board of Directors

Any interested adult of at least, 18 years of age is eligible to be appointed by the president with the approval of the Executive Board. All board members and coaches are subject to a background check. If an appointed board member or coach has been convicted of a felony it is to the discretion of existing board members to allow that person to serve.

Section 3 Terms of Office.

The Board of Directors shall serve from August 1 through July 31.

Section 4 Removal and Resignation.

Any member of the Board of Directors may be removed by majority vote of the Executive Board.
Resignations will be by written notice to the Executive Board.

Section 5 Vacancies.

Any vacancy on the Board of Directors can be filled by a league member (under IV 1 b), by the president with the approval of the Executive Board.

Topsail Girls Softball
By-Laws
2013-2014

ARTICLE VII

Membership Voting

General, Board of Director, and Executive Meetings

Section 1 Voting

A. Each Membership family shall have 1 vote in league business at general membership meetings.
B. Each Executive Board member that is present shall have 1 vote in league business at Board of Directors meetings.

Section 2 Meetings.

A. General Membership Meetings.

Two general membership meetings are required each term of office. They are the preseason general meetings and the post-season elections/awards meeting. Other general membership meetings may be called as necessary by the Board of Directors.

B. Board of Directors Meetings.

Meetings of the Board of Directors are held to conduct the general business of the league. Any interested individuals may attend these meetings.

1. Regular meetings of the board shall be held monthly. Time and location of meetings will be determined by a consensus of board members.
2. Only members of the Executive Board of Directors may vote during these meetings.

C. Executive Board Meetings.

Meetings of the Executive Board shall convene to handle disciplinary, sensitive and/or confidential issues involving league volunteers, players, coaches, board members, parents or umpires.

1. Only Executive Board Officers may attend these meetings
2. Meetings shall be called by the president.
3. Meetings may be called by a majority of the Executive Board.
4. Minutes from these meetings shall remain confidential.

Topsail Girls Softball
By-Laws
2013-2014

ARTICLE VIII
Parliamentary Authority

Section 1 Parliamentary Authority.

The rules contained in "Robert's Rules of Order" shall govern this board except where inconsistent with the bylaws of the league.

ARTICLE IX
Amendment of the Bylaws

Section 1

Bylaws may be amended under the following conditions:

A. All members of the Executive Board must be present.
B. Two thirds of members must vote for proposed changes

Section 2

Amendments to the Dixie Softball Inc bylaws will be reviewed by the Executive Board and, where appropriate, integrated into TGS bylaws.

ARTICLE X
Distribution of Assets

Section 1

Upon the dissolution of this Corporation, its assets remaining after the payment of, or provision for the payment of, all debts and liabilities of this Corporation, shall be distributed one or more organizations exempt under Section 501 C (3) of the Internal Revenue Code, as determined by the Executive Board, which is organized and operated exclusively for girls softball purposes and which has established its tax exempt status under Section 501 C (3) of the Internal Revenue Code.

Erin Smith Acting President

Tina King Secretary