

COMMUNITY EVENT SUBSIDY REQUEST

* Required

* This form will record your name, please fill your name.

Event Information

1. Event Name *

2. Event Date(s) *

3. Event Location *

4. Event Description *

5. Expected Attendance *

6. Total number of days including set up and break down *

7. Hours of event *

8. Public Accessibility

- ☐ Free and Open to the public
- ☐ Free with registration required
- ☐ Admission/Participation fee \$50 or less
- ☐ Admission/Participation fee greater than \$50
- ☐ Private or invitation-only event

9. How much is the admission/participation fee? *

Applicant Information

10. Organization Name *

11. Contact Name *

12. Email *

13. Phone *

14. Mailing Address *

15. Type of Organization *

- ☐ Manhattan Beach Non-Profit organization
- ☐ Non-resident Non-profit organization
- ☐ Manhattan Beach resident group/organization
- ☐ Commercial organization

16. 501c# - (email IRS letter to lrobb@manhattanbeach.gov)

Community Impact

17. Target Audience

- ☐ Primarily serves Manhattan Beach residents
- ☐ Significant resident participation anticipated
- ☐ General public/regional audience
- ☐ Primarily non-resident audience

18. Percentage of attendees expected to be Manhattan Beach residents *

Financial information

19. Event Budget

20. Revenue Sources *

21. Sponsorships *

22. Fundraising purpose (if applicable)

Manhattan Beach Benefit

23. Public Benefit - Choose the most appropriate statement to describe your event *

- ☐ Exceptional Community Benefit - the event provides substantial, broad, and lasting benefits to the Manhattan Beach community, and is widely accessible and valued by residents
- ☐ Significant Community Benefit - the event provides meaningful benefits to a large segment of the community through cultural, recreational, educational, charitable, or civic opportunities
- ☐ Moderate Community Benefit - the event provides measurable benefits to a defined group or interest within the community but has a more limited overall public impact
- ☐ Limited Community Benefit - the event provides some community value but primarily benefits a specific organization, participants, or a limited audience rather than the community as a whole
- ☐ Minimal Community Benefit - the event provides little or no direct benefit to the broader Manhattan Beach community, with benefits accruing primarily to private individuals, organizations, or commercial interests

24. Describe the community benefit provided by this event and explain why City financial assistance is being requested. *

City Subsidy Request

25. Requesting subsidy for: (check all that apply) *

☐ Facility Rental Fees

☐ Park Use Fees

☐ Staff Fees

☐ Equipment Fees

☐ Permit Fees

☐ Parking Meter Fees

☐ Other

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