



Partnership Application - Events

The City of North Port welcomes and encourages partnerships that enhance the quality of life for City residents and that support the City's mission and strategic goals. It is the City's intent to prioritize partnership opportunities with North Port based individuals, businesses, and non-profit entities and organizations whose missions and services align with the mission and values of the City.

The mission of the City of North Port is "To provide exceptional service to our entire community for the continuous enrichment of quality of life through transparency, engagement and respect." The City's organizational values include Accountability, Integrity, Customer Service, Teamwork, Empowered Employees, Cultural Diversity and Innovation and guide our engagement with the public, community stakeholders and City employees.

Criteria: Partnership Applications for new City events must meet the following:

- a) Align with the City's mission and support one or more of the City's strategic priorities;
- b) Have an identifiable and specific public purpose;
- c) Provide an unmet service or benefit to City residents at large;
- d) Not duplicate or compete with an existing City event;
- e) Result in direct costs being offset through event participant fees and charges; and
- f) Result in net revenue being equally shared between the City and Partner.

No partnership application will be accepted where the partnership will be used by the applicant in furtherance of fundraising activities.

Application Period: Annually, Jan. 15 – March 15

Partnership applications will be accepted annually from Jan. 15 through March 15 for consideration and possible inclusion in the budget for the following fiscal year. Applications submitted outside this timeframe will be reviewed and considered based on available funds.

Application Review Process: Applications will be reviewed within 14 business days of receipt. The City will request a meeting with applicants that meet all requirements to determine partnership responsibilities and potential funding. If the City is unable to accept a partnership application, the applicant will be contacted and advised of the decision.

Event Agreement: The City and applicant must agree in writing to the terms and conditions of the partnership, as documented in an Event Agreement, which is subject to Commission approval and applicable budget appropriation.

Event Proposal Summary:

Today's Date: _____ Applicant: _____

- Individual _____
- Business: _____
- Organization: _____

Address/City/Zip: _____

Phone: _____

Proposed Event: _____ Proposed Date: _____

Detailed description of proposed event:

Explain how this event aligns with the City's mission:

Identify the applicable strategic priority that aligns with this event:

- | | |
|---|-----------------------------------|
| _____ Community Safety | _____ Good Governance |
| _____ Economic Development | _____ Infrastructure & Facilities |
| _____ Environmental Resiliency & Sustainability | _____ Quality of Life |

Anticipated total cost to provide this new event to the public:

Anticipated fees, charges and resulting revenue for the entire event:

Please provide details on any additional funding that has been secured or requested from other entities or organizations for this event:

List all resources anticipated, requested or required from the City:

_____ I acknowledge, understand and agree that proof of insurance at levels and form required by the City must be provided to the City no less than 30 days prior to any approved event.

Supporting documents attached as applicable:

- Sunbiz Registration
- Proof of non-profit status
- Applicable Certifications
- Proof of Affiliation with Business/Organization

Signature of Applicant

Date