

PIRATES CHARITIES GRANT AGREEMENT

Pirates Charities (PC), a Pennsylvania non-profit corporation and a 501(c)(3) corporation, hereby grants \$75,000 ("the Grant") to Manatee County ("the Grantee"). The Grant is subject to the following terms and conditions:

- 1) Grant Purpose and Use of Grant Funds: The Grant shall be used by the Grantee for the construction of a little league field complex located in The City of Palmetto ("Palmetto Field Project"). The Grant funds shall not be used for any purpose other than for the Palmetto Field Project. Any Grant funds which are not used for the Palmetto Field Project shall be returned to PC;
- 2) Grant Period: From the date of execution of Agreement until December 1, 2015;
- 3) Payment Schedule: The Grant funds shall be paid by PC to the Grantee as follows:
 - \$37,500 upon execution by PC and the Grantee of this Agreement and PC's receipt of the documents listed in paragraph 4.
 - \$37,500 on or before December 1, 2014.
- 4) Prior to the execution of this Agreement, the Grantee shall provide the following documents to PC:
 - a. A copy of Grantee's form W-9 displaying EIN Number;
 - b. A certificate of Insurance establishing that Grantee is a named insured or an additional insured on a comprehensive general liability (CGL) policy with limits of at least one million dollars (\$1,000,000) per occurrence; and
 - c. The Final Project Budget.
- 5) Books and Records: The Grantee shall maintain books and records that are adequate to substantiate that the Grant funds are being expended on the Palmetto Field Project. The Grantee shall make such books and records available to PC at reasonable times for review and audit if requested by PC.
- 6) Reporting Requirements: The Grantee shall submit a report to PC on the usage of the Grant funds, including an update on the status of the Palmetto Field Project, on or before December 1, 2014 and shall submit to PC a final report upon completion of the Grant Period on or before December 1, 2015. Both reports should follow the Common Grant Report format attached hereto.
- 9) The Grantee agrees that it will submit to PC for its approval, prior to release or publication, any public releases or publications that reference PC. PC's approval of same shall not be unreasonably withheld.
- 10) In the event that PC determines, in its sole discretion, that the Grantee has breached any material provision of this Agreement, PC may, in addition to any other legal remedies it may have, including the termination of this Agreement, refuse to make any further Grant payments to the Grantee, and PC may demand in writing the return of all or part of the unexpended Grant funds. It is further agreed that PC may demand, at any time and for any reason, that its name be removed from any publications or releases that reference the Project.
- 11) Grantee may terminate this Agreement following a material breach by Grantor, which breach remains uncured for a period of ten (10) days following delivery of written notice of such breach to Grantor.
- 12) Indemnity: To the extent permitted by 768.28, Florida Statutes, and from legally available funds, the Grantee agrees to indemnify and hold harmless PC and Pittsburgh Associates, its affiliates, officers, directors and employees (the "PC Indemnitees"), from and against all claims, lawsuits, damages, costs and reasonable attorney's fees arising out of any personal injury or property damage occurring during construction

of the Palmetto Field Project and/or following completion of the Project. Under no circumstances shall Grantee be obligated to indemnify or hold harmless the PC Indemnitees for their own negligence or misconduct.

13) This Agreement supersedes prior discussions or agreements that existed between the parties and any amendment to this Agreement must be in writing. Unless otherwise stipulated in writing, this Grant is made with the understanding that PC has no obligation to provide other or additional support to the Grantee. Notwithstanding same, PC will use its best efforts to support the Grantee's efforts to promote the Palmetto Field Project.

PIRATES CHARITIES

By: *Patricia Paytas*
Patricia Paytas, Executive Director
of Pirates Charities

11-20-13
Date

MANATEE COUNTY

By: *Larry Bustle*
Larry Bustle, Chairman,
of The Manatee Board of
County Commissioners



12-17-2013
Date

ATTEST: R.B. SHORE
Clerk of the Circuit Court and Comptroller

By: *Robin Liberty, D.C.*

12-17-2013
Date

Grantmakers

OF WESTERN PENNSYLVANIA

excellence in philanthropy



COMMON GRANT REPORT FORMAT

Introduction

Grantmakers of Western Pennsylvania (GWP) created a *Common Grant Application* in 1996 to simplify the process of requesting foundation and corporation grants. It serves both grant Seekers and grantmakers. GWP has designed the *Common Grant Reporting Format* for a similar reason – to provide guidance to you, the reporting agency, in reporting on the outcomes of your grant project and to assist grantmakers in understanding what has transpired and in learning from your experience. The report is an important aspect and product of the grant.

The word *evaluation* is the most common term employed for such a report. It is certainly appropriate. Grantmakers are looking to you to be reflective, analytical, and evaluative in the best possible way. However, the term *evaluation* has limiting connotations and commonly urges reporters to prove their success without reflecting on, and sharing, some of their most important learnings of the experience – quite possibly the creation of new knowledge. You and the funder are partners in your program endeavors and can help each other identify important results, unintended consequences, and other relevant facts or perceptions that will enable both of you to learn from your experience. We urge this. When your reporting reflects your actual work and results, your relationship with the foundations and corporations is strengthened and your track record is documented for future planning and funding. Your report is documentation not only of your project, but an account that can benefit others in the future.

Explanation of the Report Format

The *Common Grant Reporting Format* consists of three sections. (In addition, some foundations will add a Section IV in order to address questions that are specific to the foundation or your grant.)

- Section I is a cover sheet that asks for general grant information.
- Section II is a narrative. It consists of a series of questions that have been designed to prompt your reflection and report on your experiences and learning and to assist both you and the funding source in monitoring and assessing your grant experience and outcomes.
- Section III is a financial report that provides an accounting of your expenses.

The report is to be signed by both the executive director and board president. If you have questions regarding the completion of the form or would like to attach additional materials, contact your grants administrator.



Grantmakers of Western Pennsylvania Common Grant Reporting Format

SECTION I. COVER SHEET OF GENERAL INFORMATION

Date _____

A. Organizational Information

Organization _____

Address _____

Phone _____ Fax _____

E-mail and/or Website (if appropriate) _____

Executive Director _____

Contact person (if other than Executive Director) _____

B. Grant Information

Foundation Program Officer/Grant Administrator _____

Amount of Grant _____ Period of Grant _____

Project Name _____ Grant Reference # _____
(If appropriate)

Purpose of Grant _____

Stated Goals/Objectives/Outcomes _____

Organizational Changes (e.g., administrative or staff changes since grant was approved)

**Grantmakers of Western Pennsylvania Common Grant Report Format****SECTION II. OVERALL GRANT REPORT**

Please respond reflectively to all of the following questions. Attempt to limit your total narrative to approximately two – three pages.

1. Has the grant expanded or made a difference in the quality of the services that you provide and/or in your organizational effectiveness? If so, in what way(s)? If not, what circumstances or obstacles impeded or limited your work?

2. What impact did the grant have on the population you serve? Your staff? The community?

3. During the course of the project, what transpired that differed from what you anticipated?

4. What did you learn from your pursuit of the objectives that you established?

5. Based upon current conditions, are there things that you would do differently in utilizing the grant award? If so, what?

6. What were the primary lessons that you and your staff learned from this grant project? How might they impact your future thinking, performance, or services?

- If appropriate:*
7. If the grant project is part of a larger campaign, please provide a status report on the campaign.

8. If the project involved collaboration with other organizations, please comment on its effect on the project.



SECTION III. EXPENSE REPORT

A. Overall Report

Although you may design your report to suit your needs, your expense report should:

1. Account for all project expenses by placing them in line item categories (See "B.")
2. Provide a three-column financial report that represents: a) the projected budget of expenses (This should be taken from your grant proposal.); b) the actual expenses; and c) the difference between the two.
3. Provide a total for each column.

B. Items To Be Included

The following information should be included in your expense report.

1. Heading: Specify the grant period (e.g., January 1, 2010 – December 31, 2010).
2. Expenses: Following is a list of possible line items for your grant expense report. Yours may include some or all of these and others. Add any additional items that are relevant to your particular program or capital project. Your line items should be the same as in the original proposal.

Personnel Costs

- Salaries and wages by individual position, specifying full- or part-time positions
- Payroll taxes
- Fringe benefits and related fees
- Consultant and professional fees (e.g., accounting, legal, etc.)



Grantmakers of Western Pennsylvania Common Grant Reporting Format

SECTION III. EXPENSE REPORT CONTINUED

Operational Costs

- Equipment
- Supplies
- Printing and copying
- Telephone and fax
- Postage and delivery
- Rent
- Utilities
- Travel
- In-kind expenses

Total

1. Explanation: Write a short narrative explanation of one paragraph or less to answer the question: How was this grant spent? (Example: The \$10,000 grant was used to purchase a \$3,000 Laser Printer.)

Note: Please note that if there are remaining funds from an individual grant, a foundation may either: 1) request a refund of the unspent funds, or 2) request a proposal to use the unspent funds.

(March 1, 2010)

Grantmakers of Western Pennsylvania
650 Smithfield St., Suite 210, Pittsburgh, PA 15222
Phone: (412) 471-6488 - Fax: (412) 232-3115 - info@gwpa.org -- www.gwpa.org

RESOLUTION B-14-028
AMENDING THE ANNUAL BUDGET
FOR MANATEE COUNTY, FLORIDA
FOR FISCAL YEAR 2013-2014

WHEREAS, Florida Statutes 129.06, authorizes the Board of County Commissioners to amend its budget for the current fiscal year as follows:

- a) Appropriations for expenditures in any fund may be decreased and other appropriations in the same fund correspondingly increased, provided the total appropriations of the fund are not changed.
- b) Appropriations from reserves may be made to increase the appropriation for any particular expense the same fund, or to create an appropriation in the fund for any lawful purpose.
- c) Unanticipated revenues, including increased receipts for enterprise or proprietary funds, may be appropriated for their intended purpose, and may be transferred between funds to properly account for the unanticipated revenue.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Manatee County, Florida that the 2013-2014 budget is hereby amended in accordance with FS 129.06 as described on the attached summary and specified in the budget adjustment batch files which are listed below:

Department: PARKS & NATURAL RESOURCES DEPARTMENT
Fund: PARKS & RECREATION CAP FUND
Description: Appropriates \$75,000 grant award from Pirates Charities for use at the Blackstone little league fields. Grant agreement to be executed by the Board this same date.

Batch ID: BAJRC05A

Reference: BU14000150

ADOPTED IN OPEN SESSION WITH A QUORUM PRESENT AND VOTING THIS 17th DAY OF December, 2013.



BOARD OF COUNTY COMMISSIONERS
MANATEE COUNTY, FLORIDA

By: Larry Snodgrass
Chairman

ATTEST: R.B. SHORE, Clerk
of the Circuit Court

By: Robin Liberty D.C.
Deputy Clerk

December 17, 2013 - Regular Meeting
Agenda Item #6

Approved in Open Session 12/17/13,
Manatee Board of County Commissioners

Subject

Pirates Charities Grant Agreement- Blackstone Park (Palmetto Field Project)

Briefings

None

Contact and/or Presenter Information

Charlie Hunsicker, Director, Parks and Natural Resources Department

Action Requested

Authorization for the Chairman to execute the Pirates Charities grant agreement.

Adoption of Budget Amendment B-14-028 amending the annual budget for Manatee County, Florida, for FY 2014.

Enabling/Regulating Authority

BoCC Policy 502.000 - Grant Processing Procedures

Background Discussion

In accordance with the Board directive of January 10, 2012, staff began investigating alternative funding to assist with the development of the Little League fields at Blackstone Park.

The Pittsburgh Pirates organization was contacted and subsequently the County was awarded \$75,000 from their non-profit organization, Pirates Charities.

Staff recommends that the Board accept this grant award and authorize the Chairman to execute the agreement.

Staff recommends that the Board adopt Budget Amendment B-14-028 amending the annual budget for Manatee County, Florida in the amount of \$75,000.

County Attorney Review

Formal Written Review (Opinion memo must be attached)

Explanation of Other

Reviewing Attorney

Clague

Instructions to Board Records

Return one executed copy of the grant agreement to Cindy Gray, Administrative Coordinator at Parks and

Manatee County Government Administrative Center
Commission Chambers, First Floor
9:00 a.m. - December 17, 2013

Natural Resources for transmittal to Pirates Charities. Send electronic copy of executed grant agreement and BA-14-028 to judy.moree@manateeclerk.com and jayne.roberts@mymanatee.org.

Cost and Funds Source Account Number and Name
\$75,000

Emailed & RUSH emailed to Maggie Marr,
12/17/13, RLL

Amount and Frequency of Recurring Costs
NA

Attachment: [CAOresponse-PiratesCharities.pdf](#)

Attachment: [PiratesCharitiesagreement.pdf](#)

Attachment: [Budget Resolution BA-14-028.pdf](#)

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- Blackstone 2



by [Tom Yarger](#)

Park expansion construction

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mixpanel MOBILE ANALYTICS

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BCC T. Yarger
 Blackstone Park
 Slide 13 12/17/13

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by [Tom Yarger](#)

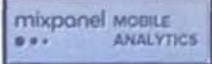
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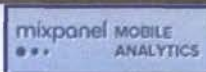
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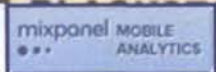


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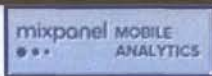


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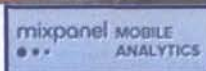
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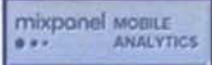
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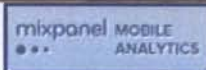
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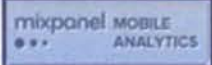
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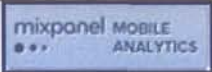
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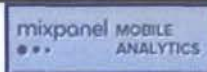
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Grant Agreement, Pirates Charities; RLS-13-196
William Clague to: Cindy Turner
Cc: Mike Whelan, Mitchell Palmer

09/17/2013 09:51 AM

History: This message has been forwarded.

Cindy:

Pursuant to the above RLS, I have reviewed the proposed grant agreement for a grant from Pirates Charities to the County to fund a portion of the cost of construction of a little league complex at Blackstone Park.

I have only one change to the agreement: At the beginning of the first sentence of Section 12 (indemnity) add the phrase "To the extent permitted by 768.28, Florida Statutes, and from legally available funds,". Please explain to the grantor that this is standard language we are required to include in any indemnification clause to assure that the agreement is legally enforceable under Florida law.

Subject to inclusion of that one change, I have no objection to the document being scheduled for consideration and approval by the Board. This concludes my response to the RLS. Please do not hesitate to contact me if I can be of any further assistance.

Bill Clague
Assistant County Attorney
Manatee County, Florida
ph. 941-745-3750
fx. 941-749-3089
william.clague@mymanatee.org

From: maggie.marr@mymanatee.org
To: [Robin Liberty](#)
Date: Tuesday, December 17, 2013 7:39:36 AM
Attachments: [ATT00003.png](#)

Good morning Robin,

Not sure who is handling the BoCC meeting today so I guess you are IT....

I need to get a scanned signed copy of Agenda Item A.6 ---The Pirates Charities contract as soon as possible. I need to get this to Pittsburgh ASAP...they are sending money.....

Thanks as always

Maggie Marr

Parks and Natural Resources Department

Grants Coordinator

(941) 742-5923 ext. 6052

5502 33rd Ave. Dr. W.

Bradenton, FL 34209

www.MyManatee.org/naturalresources



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