



# Channel District Special Event Co-Sponsorship Program

The Channel District is one of the City of Tampa's most dynamic residential neighborhoods. Located to the west of Downtown Tampa the neighborhood is bordered by the Lee Roy Selmon Expressway to the north, the Ybor Channel to the east and the Garrison Channel to the south. Home to urban artists' the neighborhood has a rich history that includes industrial enterprise, maritime commerce as well as a major sporting venue the Amalie Arena. It is an exciting place for locals and visitors alike to explore - not to mention, eat, drink, and sleep.

The Channel District offers residents and visitors a wide variety of communal and cultural amenities. The former Channelside Bay Plaza has been recently renovated and rebranded as Sparkman's Wharf, which offers restaurants, bars, shops, and entertainment venues. The district also is home to the Florida Aquarium and the Victory Museum. The Channel District enjoys a close relationship to the neighboring urban communities of Downtown and Ybor City. Downtown is home to the Amalie Arena, Tampa Convention Center, Tampa Bay History Museum, and Cotanchobee Park. Ybor City and its eclectic nightlife is also just a ride away with several stops throughout the neighborhood provided on the HART/TECO Streetcar line.

The population of the neighborhood continues to increase and the residents would like to have more activities and special events located within the area. To assist in the attraction of events the Channel District CRA is offering reimbursement of fees paid to the City of Tampa relating to the event permits and fees. Event promoters need to be aware of certain issues before deciding to host an event. Here are some special sensitivities:

- Impact on the neighborhood
- Street closures and times
- Vendors
- Streetcar coordination
- Public Restrooms
- Illegal Banners
- Cleanliness/trashcans
- Wet zoning issues

## **Each eligibility requirement listed below must be met to be considered:**

- A. Event must take place in the Channel District Community Redevelopment Area (CRA).
- B. If applicable, the event must apply to the City of Tampa Special Events Office and be approved by City Administration and Tampa City Council prior to the event (co-sponsorship not required). Note: Events taking place on private property and effecting traffic may not need city approvals.

## **Event should help introduce people to Channel District and should address at least one of the following components:**

- Reinforce the Channel District's cultural roots and/or historical attributes.
- Be family-oriented and attract daytime and/or early evening crowds.
- Establish an event that could become a tradition for the district.
- Promote the Arts directly affecting the district.

## **Restrictions are as follows:**

- If using city property for event, a city permit must be on file prior to the event.
- Funds cannot be used for purchase of food or beverages.
- Funds cannot be used for purchase of major equipment or fixed assets (capital items).

# Channel District Special Event Co-Sponsorship Program Application

## Application Package Checklist

- Application must be typed. Application is available on-line at <https://www.tampagov.net/economic-and-urban-development>
- One (1) original signed and stapled application is required.
- One (1) copy each of the Organization's Articles of Incorporation, Mission Statement, and List of Directors.
- Nine (9) stapled copies of the original application are required. If more space is needed for completing the application, a maximum of two (2) additional pages is allowed for continuation. Any supporting documentation materials must be on 8 ½" x 11" paper with 1" margins.
- Supporting documentation, i.e. marketing materials, is limited to five (5) pieces.
- Expenditures listed in Section E** must be listed with enough detail to clearly explain what is being proposed. Include any supplies, equipment, professional services, postage, printing costs, training costs and/or related expenses.
  - Please be sure to provide quotes or other documentation to explain each line item.
  - Do not include fixed assets in budget calculations.
- Application Deadline:** This application must be submitted no less than 45 days prior to the event.
- Deliver Application to:**  
**Attention:** Rob Rosner, Urban Development Manager  
City of Tampa Economic & Urban Development Department  
306 E. Jackson Street - 2<sup>nd</sup> Floor North - Tampa, Florida 33602  
If you have questions please call or email (813) 274-8325; [rob.rosner@tampagov.net](mailto:rob.rosner@tampagov.net)

**Special Notes:** <sup>1</sup> Preference will be given to Non-Profit organizations. <sup>2</sup> This is a reimbursement grant program. <sup>3</sup> Event promoter must conform to the rules imposed by the City and market the event responsibly. <sup>4</sup> Event should also have accountability among all parties, which includes the event promoter, property owners for the management of their establishments (i.e. policing the balconies) and arranging for law enforcement for the public's safety.



**Channel District  
Special Event Co-Sponsorship Program Application**

**A. Describe the Project/Event (Who, What, When, and Where)**

**10 Points**

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**B. Describe the Goals of the Project/Event and how they meet the criteria in Section F. Also, describe the events history & record of accomplishment in the community, if any.**

**30 Points**

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**C. Describe your events Target Audience, Estimated Attendance and Economic Impact to the Community Redevelopment Area.**

**20 Points**

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**D. List any community partners and what their contribution will be for the project/event.**

**20 Points**

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# Channel District Special Event Co-Sponsorship Program Application

## E. Proposed Grant Expenditures

20 Points

**Example:**

DESCRIPTION OF BUDGET ITEMS	FUNDING SOURCES TO BE USED		
	CRA Funds	Other Funding Sources	Total
Permit Fees (Fire, EMS, TPD etc.)	\$1,500.00	\$ 0.00	\$1,500.00
Table Rental	\$ 250.00	\$ 250.00	\$ 500.00
Tent Rental (In-kind U-Save Rentals)	\$ 500.00	\$ 500.00	\$1,000.00
Entertainment (DJ, performer etc.)	\$ 0.00	\$ 250.00	\$ 250.00
Food & Beverages	\$ 0.00	\$1,250.00	\$1,250.00
<b>Total Budget:</b>	<b>\$2,250.00</b>	<b>\$2,250.00</b>	<b>\$4500.00</b>

**Proposed Expenditures:**

DESCRIPTION OF BUDGET ITEMS	FUNDING SOURCES TO BE USED		
	CRA Grant Funds	Other Funding Sources	Total
<b>Total Budget:</b>			

**F. Describe specifically how grant funds will be used (address each budget item cited above.**

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**G. Estimated Income. Please list all sources from which income is expected.**

<b>Income</b>	
<b>SUBTOTAL CASH INCOME</b>	
<b>CRA GRANT REQUEST</b>	
<b>TOTAL</b>	

**Organization Financial Officer Certification**

Full Name  
(Please Print): \_\_\_\_\_

Title: \_\_\_\_\_

*I hereby certify that the information included in this application is correct.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**H. Submittal Information**

**Deliver Application to:**

**Attention:** Rob Rosner, Urban Development Manager  
City of Tampa Economic & Urban Development Department  
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