

City Hosted Events - Food/Beverage/Venue Request Form

Department	Recreation Parks
Event Description	Summer Food Program: Daily breakfast, lunch and snacks provided to youth attending summer camp and/or living in low-income communities throughout the summer season. These meals are prepared under contract with a vendor at a cost per meal not exceeding the allowed reimbursement amount under the US Department of Agriculture summer food program grant which covers all costs of the meals. In 2022 the per-meal reimbursement amounts were breakfast \$2.24, lunch \$3.91 and snack \$0.91.
Public Purpose of Event	To provide nutritionally balanced meals to youth who attend summer camp and those living in low income communities in order to promote and ensure healthy lives.
Event Date	6/1/2023 - 8/31/2023
Estimated Number of Event Attendees	150,000 to 200,000 individuals over the course of the summer

BRPO# ACPO TBD
BRDI# _____

Department/Division# 5101

Category	Description	Amount
Food & Beverage		\$ 2,300,000.00
Venue		\$ -
Amenities		\$ -
Mementos		\$ -
Other* (complete list below)		\$ -
Total		\$ 2,300,000.00

Other Expenses			
Description	Amount	Date	Comments
\$ -		Total Other	

Pcard Usage _____ \$ -

Pcard Usage _____ \$ -

Comments: Food to be purchased with a legislated ACPO.

Total Encumbrance Request	\$2,300,000.00
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DEPARTMENT CERTIFICATE



I certify that the City hosted event and related expenditures listed herein serve a public purpose through encouraging public attendance, participation and engagement for the purpose of protecting health and improving lives.

Department Director Signature (required)

Date