



CITY OF HUNTINGTON BEACH

P.O. BOX 190

2000 Main Street

California 92648

COMMUNITY & LIBRARY SERVICES DEPARTMENT

ANNUAL MEADOWLARK GOLF CLUB NON-PROFIT CHARITY TOURNAMENT LOTTERY APPLICATION

Thank you for your interest in hosting a non-profit charity golf tournament at Meadowlark Golf Club. The City of Huntington Beach in conjunction with Arcis Golf, who operates Meadowlark Golf Club, provides an annual opportunity for a qualified non-profit organization to hold a charity golf tournament with waived green fees and cart fees, in accordance with the lease agreement between the two entities. Applications are now being accepted for the 2024 lottery opportunity.

INSTRUCTIONS:

Applicants shall complete an application in order to determine eligibility:

- The filing period for the 2024 Charity Golf Tournament is October 23 – November 6, 2023
- Applications are available on the City's website at:
https://www.huntingtonbeachca.gov/government/departments/community_services/.
- Applications online are fillable but must be printed and signed by an authorized representative of the submitting charity.
- Completed and signed 2024 applications must be received by 5:00 pm on Monday, November 6, 2023. See LOTTERY SPECIFICS below for submission instructions.

ELIGIBILITY:

To be considered, the applicant must meet the following criteria:

- Applicant must be an eligible non-profit organization that is tax-exempt in the United States, under Section 501(c) of the U.S. Internal Revenue Code, and provide evidence thereof.
- Applying organization must have a principal and permanent meeting place within the City of Huntington Beach.
- Applying organization must provide direct and regular community services that benefit the residents of the City of Huntington Beach.

- Qualifying non-profits' areas of focus may include, but are not limited to, the following:
 - Civic/Community
 - Education
 - Environment
 - Health/Human Services
- Applicant or charitable organization may not be political in nature.
- Applying organizations may not submit more than one application per year.
- Winners of this lottery or the fireworks sale lottery are not eligible to submit an application for the year following their successful win of one of the lotteries, however, may submit an application in subsequent years.
- Winning organization, or their representative, must work directly with management of Meadowlark Golf Club on mutually agreed upon event date. Tournament may be held Monday through Friday only. No weekend availability.
- Event participants – Maximum number of golfers for the charity tournament is approximately 132 golfers (33 foursomes).

LOTTERY SPECIFICS:

The lottery process shall be as follows:

- **Deadline:** Applications for the 2024 lottery must be received between October 23 and **5:00 pm on Monday, November 6, 2023**, to qualify.
- **Application Submission:** Signed applications and supporting documentation may be submitted via email to cgomez@surfcity-hb.org or delivered in person to the Community & Library Services Department, Attn: Charlene Gomez, located on the 5th floor of City Hall at 2000 Main Street in Huntington Beach. Applications will not be given priority based on the date of submittal. Each qualified non-profit organization that applies by the deadline, shall be randomly assigned a number and entered into the lottery drawing.
- **Lottery Drawing:** The lottery drawing for the 2024 non-profit golf tournament opportunity will take place at the Community & Library Services Commission meeting on **Wednesday, November 8, 2023**, in City Council Chambers, located at City Hall, 2000 Main Street, Huntington Beach.
- **Alternates:** At the time of the lottery drawing, a winner will be selected along with 4 alternates.
- **Notification:** Organizations will be notified by email of their status after the drawing if not in attendance at the drawing

For more information, please contact Chris Cole at ccole@surfcity-hb.org or Charlene Gomez at cgomez@surfcity-hb.org.



LOTTERY APPLICATION

Name of Non-Profit Organization:

Street Address:

City:

State:

Zip:

Organization's Phone Number:

Organization's Website:

Contact Name:

Title/Role:

Email:

Phone Number:

Alternate Contact Name:

Title/Role:

Email:

Phone Number:

Organizations Mission Statement:

Purpose of Non-Profit:

Date of Establishment:

Type of Non-Profit Services Provided and Clientele Served:

Provide a description of how the funds will be used for through your organization:

Name of tournament lead person and other key personnel or professional organization in charge of the tournament and the roles they will play:

Provide detailed description of the lead person's or professional organization's experience in coordinating and managing a charity golf tournament, including relevant projects, event location(s), and years of experience:

Has your organization previously won the opportunity to host a non-profit golf tournament or the sale of fireworks from the City of Huntington Beach?

Yes No If so, what year(s): _____

Has your organization ever held a charity golf tournament at Meadowlark Golf Club in the past?

Yes No If so, what year(s): _____

How did you hear about the charity golf tournament lottery?

I affirm that the information provided is true to the best of my knowledge and that I am authorized to sign this application on behalf of the applying organization.

Authorized Signature:

Title:

Date: