



**PETER M. CORROON**  
Salt Lake County Mayor

**Erin Litvack**  
Community Services Department  
Director

**Kelly Colopy**  
Community Services Department  
Associate Director

**ZOO, ARTS & PARKS**

Victoria Panella Bourns | Program Director

December 31, 2012

Ann House  
Salt Lake astronomical Society  
67 Virginia St.  
Salt Lake City, UT 84103

Dear Ann,

Congratulations, enclosed is your fully executed Zoo, Arts and Parks 2012 contract. The Zoo, Arts and Parks Program will send you 60% of your award within the next couple of weeks and the final 40% payment (with reconciliation's if additional revenues are collected) in May 2013.

**The deadline for the 2013 Tier II application and 2011 evaluation will be Friday, March 29, 2013.** If you are requesting more than \$15,000, you will have until May 17th to submit the financial statements (audits or reviews) and qualifying expenditure worksheets. There will be several workshops to assist you in completing the application. The dates and times will be posted on the ZAP website.

If you did not attend the signing event this year please get a copy of the notes on the Zoo, Arts and Parks website. Also, if you are interested in receiving ZAP payments directly into your checking account, please let me know as soon as possible.

Noncompliance of the contract could result in delayed or nonpayment of funds. If you have any questions, please call me. Best wishes on a successful 2013 season.

Sincerely,

Victoria Panella Bourns  
Program Director

Attachments: 2012 fully executed Tier II contract

TIER II  
**ZOO, ARTS AND PARKS FUNDING AGREEMENT**  
Between  
**SALT LAKE COUNTY**  
And  
**Salt Lake Astronomical Society**

THIS AGREEMENT is made and entered into this 13 day of December, 2012 by and between SALT LAKE COUNTY, a body corporate and politic of the State of Utah ("COUNTY"), and **Salt Lake Astronomical Society** either a Utah non-profit organization or an agency of a municipality, whose mailing address is **67 Virginia St., Salt Lake City Utah 84103** ("RECIPIENT").

WHEREAS, the COUNTY has imposed a local sales and use tax, pursuant to Utah Code Ann. §§ 59-12-701, et seq., and has enacted an ordinance, Chapter 3.07, Salt Lake County Code of Ordinances, 2005, as well as policies governing distribution of the revenues collected by this tax, which revenues are referred to as the "Zoo, Arts & Parks Funds" ("Funds").

WHEREAS, RECIPIENT has applied for and is qualified to receive a portion of the Funds pursuant to the statute, ordinance, and policies.

NOW, THEREFORE, in consideration of the mutual promises, covenants, terms and conditions contained in this Agreement, and the payment of the amount of Funds as specified, the parties agree as follows:

**1. SCOPE OF AGREEMENT:**

In exchange for receipt of these Funds, RECIPIENT agrees to the following uses and limitations of uses for the Funds:

- A. Funds shall be expended within Salt Lake County as set forth with greater specificity in RECIPIENT'S application (Exhibit 1) incorporated herein by reference, and as further defined herein and pursuant to Utah Code Ann. §§ 59-12-701, et seq.; Chapter 3.07 Salt Lake County Code of Ordinances, 2005; and those policies, applications and standards as established by Salt Lake County to administer the distribution of the Funds.
- B. Funds may not be expended for the following non-qualifying expenditures: capital construction expenses, acquisition of real property or any interest in real property, depreciation or amortization of any asset including real property, improvement to real property, payments into an endowment corpus, expenditures outside of Salt Lake County, fund-raising expenditures related to capital or endowment campaign, repayment of loans or interest thereon, grants or re-grants, scholarships, interest payments, direct political lobbying, expenditures not directly related to RECIPIENT's primary purpose, non-deductible tax penalties, bad debt expense, and any operating expenses that are utilized in calculating federal unrelated business income tax.



- C. RECIPIENT agrees to submit an Actual Use/Evaluation report detailing how Funds were expended.
- D. RECIPIENT agrees to acknowledge Zoo, Arts and Parks program in writing and orally, including acknowledging Zoo, Arts and Parks at every event in which Funds have been utilized. RECIPIENT further agrees to use its best efforts to use the official Zoo, Arts & Parks logo on written material such as playbills, brochures, advertisements, flyers, banners, websites and newsletters. RECIPIENT may use other acknowledgments as appropriate, such as announcements from the stage, in media releases, on supertitles, on pre-event videos, etc. If RECIPIENT has a website, the Zoo, Arts and Parks logo shall be displayed on the donor/sponsor page or other prominent page of the website.
- E. RECIPIENT shall provide COUNTY with a copy of programs or other printed material acknowledging the COUNTY and the Zoo, Arts & Parks program.
- F. RECIPIENT agrees to provide COUNTY with press releases and other public relations material designed to promote RECIPIENT'S programs and projects. Submission by email is preferred at [PRZAP@slco.org](mailto:PRZAP@slco.org).
- G. RECIPIENT agrees that if it produces a free or reduced-admission-fee program, the terms of admission shall be extended to all citizens of the State of Utah and shall not be restricted to citizens of Salt Lake County. RECIPIENT further agrees to inform the COUNTY'S Representative, named below, of such an event in a timely manner.
- H. RECIPIENT agrees to use the [www.nowplayingutah.com](http://www.nowplayingutah.com) (NPU) to promote its events. This arts and cultural calendar has been created by the ZAP program, Utah Arts Council and Salt Lake Convention and Visitors Bureau in order to benefit Utah's arts and cultural community and individuals interested in attending arts and cultural events. RECIPIENT must supply its publicity materials to NPU in a timely manner. RECIPIENT must also use its best efforts to promote the NPU website to their constituents, patrons, audiences, etc. This includes linking to NPU from RECIPIENT'S website. RECIPIENT also agrees to list artist profiles on NPU.
- I. RECIPIENT agrees to provide tickets to any non-fundraising event, without charge and within reason, as requested by COUNTY'S Representative to enable the Tier II Advisory Board to better review and evaluate RECIPIENT'S organization and programs. RECIPIENT is encouraged to extend the Tier II Advisory Board an invitation to at least one event per year without charge.
- J. In compliance with County Ethics Code 2.07.207 and as outlined in the ZAP Event Attendance Program, RECIPIENT may make one performance or event per year available to elected or appointed officials through said Representative for the purpose of enabling the official to better evaluate and review the organization, programming and attendance at the event.

- K. It is understood and agreed that no Funds or proceeds from Funds will be made available to any public officer or employee or in violation of the Public Employees Ethics Act, Utah Code Ann. §§ 67-16-1, et. seq.
- L. COUNTY may sponsor an event that highlights the Zoo, Arts and Parks program and showcases the recipients of ZAP funding. If the COUNTY sponsors such an event and RECIPIENT is invited to participate, RECIPIENT will use its best efforts to reasonably participate as requested.
- M. The RECIPIENT agrees that, although it may not be a "public body" as defined by the Utah Open and Public Meeting statute, Utah Code Ann. §§ 52-4-101, et. seq., because RECIPIENT receives public funds, it will use its best efforts to adhere to the spirit of the statute by making its board meetings open to the public.

## **2. PUBLIC FUNDS AND PUBLIC MONIES:**

- A. Definitions: "Public funds" and "public monies" mean monies, funds, and accounts, regardless of the source from which they are derived, that are owned, held, or administered by the State or any of its boards, commissions, institutions, departments, divisions, agencies, bureaus, laboratories, or other similar instrumentalities, or any county, city, school district, political subdivision, or other public body. The terms also include monies, funds or accounts that have been transferred by any of the aforementioned public entities to a private contract provider for public programs or services. Said funds shall maintain the nature of "public funds" while in RECIPIENT'S possession.
- B. RECIPIENT'S Obligation: RECIPIENT of "public funds" and "public monies" pursuant to this and other contracts related hereto, expressly understands that it, its officers, and employees are obligated to receive, keep safe, transfer, disburse and use these "public funds" and "public monies" as authorized by law and this Agreement for ZAP qualifying activities in Salt Lake County. RECIPIENT understands that it, its officers, and employees may be criminally liable under Utah Code Ann. §76-8-402, for misuse of public funds or monies. RECIPIENT expressly understands that COUNTY may monitor the expenditure of public funds by RECIPIENT.
- C. COUNTY reserves the right to audit the use of Funds and the accounting of the use of Funds received by RECIPIENT under this Agreement. If an audit is requested by the COUNTY, RECIPIENT shall cooperate fully with COUNTY and its representatives in the performance of the audit.
- D. RECIPIENT expressly understands that COUNTY may withhold funds or require repayment of funds from RECIPIENT for contract noncompliance, failure to comply with directives regarding the use of public funds, or for misuse of public funds or monies.

## **3. CONSIDERATION:**



Payment of Funds to RECIPIENT and the amounts thereof shall be determined and paid as set forth in Chapter 3.07, Salt Lake County Ordinances, 2005; and the COUNTY'S Policy #1031. Payment of Funds to RECIPIENT for the ZAP fiscal year **2012** shall be approximately **\$5,248** of the funds designated for Tier II qualifying organizations. This amount is based on 2012 ZAP revenue projections and the Tier II Advisory Board's recommendation as approved by the Salt Lake County Council. Actual amount distributed to RECIPIENT may be decreased or increased if 2012 ZAP revenues differ from those projected. The ZAP program recognizes that if a RECIPIENT is awarded less funds than requested, the project as described in the application may be scaled back commensurately. Funds may be distributed in several payments. Any past due balances owed to a county facility or agency may first be deducted before any distribution of FUNDS made to RECIPIENT

Failure to submit a previously due Actual Use/Evaluation Report will be considered a breach of contract and 2012 funding will be revoked.

**4. EFFECTIVE DATE:**

This agreement shall be for a term of one (1) year, beginning on the date of the first distribution of Funds to RECIPIENT, and shall not be renewable. It is understood that the Funds received by RECIPIENT under this Agreement will be expended and accounted for in accordance with either RECIPIENT'S fiscal year or the time period indicated in their 2012 application.

If all Funds received under this Agreement are not expended during RECIPIENT'S fiscal year or time period indicated in their 2012 application, RECIPIENT agrees to account for the Funds in the succeeding fiscal year pursuant the terms and conditions of this Agreement.

All covenants made by RECIPIENT shall survive the expiration date of this Agreement if any Funds paid to RECIPIENT under this Agreement remain unexpended and shall continue to bind RECIPIENT until all such Funds are expended.

**5. MAINTENANCE AND AVAILABILITY OF RECORDS:**

RECIPIENT agrees to maintain detailed and accurate records of the use of all Funds that it receives under this Agreement. RECIPIENT further agrees to retain said records and make them available for review by COUNTY from time to time upon the COUNTY'S request. Said records shall be maintained by RECIPIENT for a period of five (5) years from the date of their creation. All records shall be maintained in a professional manner and form. The parties hereby stipulate that ownership of all records that are the subject of this paragraph shall rest with RECIPIENT. However, to the extent that such records are deemed by competent legal authority to be records of the COUNTY, COUNTY agrees that its review and/or disclosure of said records shall be governed according to the COUNTY'S rights and responsibilities under the Utah Government Records Access and Management Act, Utah Code Ann. §§ 63G-2-101 et. seq. If said records disclose that RECIPIENT is in violation of this Agreement, the COUNTY may make such use and disclosure of said records as it deems appropriate to protect its rights under this Agreement and to protect the public's interest in the proper expenditure of public funds.

**6. ASSIGNMENT AND TRANSFER OF FUNDS:**



It is understood and agreed that RECIPIENT shall not assign or transfer its rights or receipt of Funds under this Agreement, any interest therein, or claim hereunder. The Funds provided under this Agreement shall be used exclusively and solely by RECIPIENT for the purposes set forth in this Agreement.

**7. INDEPENDENT ENTITY:**

It is understood and agreed that RECIPIENT'S status in relation to COUNTY is that of an independent entity. RECIPIENT'S acts, made through any of RECIPIENT'S officers, agents or employees are made without any suggestion, direction, or management whatsoever by the COUNTY, the COUNTY'S Representative, or any other of COUNTY'S officers, agents or employees. The parties stipulate that the Funds provided RECIPIENT under this Agreement do not give COUNTY any authority whatsoever over the manner and method by which RECIPIENT carries out its purposes. To the extent that any actions taken by RECIPIENT violate the understanding between the parties, as expressed in RECIPIENT'S application for Funds and in this Agreement, COUNTY shall have the rights provided under this Agreement to withdraw funding and demand reimbursement of Funds previously expended by RECIPIENT.

**8. INDEMNIFICATION:**

RECIPIENT agrees to indemnify, defend and save harmless the COUNTY, its officers, agents and employees, from and against any and all claims, damages, losses and expenses, including attorney's fees and legal costs, arising out of any and all of RECIPIENT'S, or its officers', agents', or employees' negligent or wrongful acts or failures to act which occur during the term of the Agreement, or, if Funds are not fully expended during the term of this Agreement, during the period of time in which RECIPIENT expends Funds made available under this Agreement.

To the extent permitted by law, COUNTY agrees to indemnify, defend and save harmless the RECIPIENT, its officers, agents and employees from and against any and all claims, damages, losses and expenses, including attorney's fees and costs, directly arising out of the negligent or wrongful acts or failure to act by COUNTY, its officers, agents, or employees during COUNTY'S performance of the Agreement.

COUNTY is a body corporate and politic of the State of Utah, subject to the Utah Governmental Immunity Act ("Act"), Utah Code Ann. §§ 63G-7-101, et. seq. (1953, as amended). The parties agree that COUNTY shall only be liable within the parameters of the Governmental Immunity Act. Nothing contained in this Agreement shall be construed in any way, to modify the limits of liability set forth in that Act or the basis for liability as established in the Act.

If RECIPIENT is a governmental entity in the State of Utah, subject to the Act, the parties agree that RECIPIENT shall only be liable within the parameters of the Governmental Immunity Act and that nothing contained in this Agreement shall be construed in any way, to modify the limits of liability set forth in that Act or the basis for liability as established in the Act.

**9. INSURANCE:**

RECIPIENT shall maintain such insurance as is appropriate and in accordance with industry standards and recommendations for the events, programs and operations it conducts.

**10. NO OFFICER OR EMPLOYEE INTEREST:**

It is understood and agreed that no officer or employee of the COUNTY has or shall have any pecuniary interest, direct or indirect, in this Agreement or the Funds distributed.

**11. TERMINATION:**

The COUNTY may terminate this Agreement as a result of the failure of RECIPIENT to fulfill its obligations under this Agreement. The COUNTY shall provide written notice of termination of this Agreement by delivering to RECIPIENT a Notice of Termination specifying the basis for the termination. Upon RECIPIENT's receipt of a Notice of Termination, RECIPIENT shall have 30 days in which to cure the basis for termination set forth in such Notice of Termination. If RECIPIENT fails to cure such basis for termination within such 30 day period, COUNTY may terminate this Agreement. Upon termination of this agreement, RECIPIENT shall immediately deliver to the COUNTY all unused Funds previously paid to RECIPIENT under this Agreement.

The COUNTY may terminate this agreement for the following non-inclusive reasons:

- A. RECIPIENT no longer qualifies for receipt of funding as a Tier II organization under the COUNTY'S Zoo, Arts and Parks program,
- B. RECIPIENT was determined to be qualified based upon the submission of erroneous information, and may require RECIPIENT to return all Funds paid to RECIPIENT based upon the erroneous information.
- C. RECIPIENT fails the minimum financial health test and their financial health plan is not accepted by the COUNTY.
- D. RECIPIENT fails to supply adequate financial health reports (if required by this Agreement),
- E. If the financial health of RECIPIENT is in such jeopardy that organizational dissolution is inevitable.
- F. The rights and remedies of the COUNTY are in addition to any other rights and remedies provided by law or under this Agreement.

**12. ETHICAL STANDARDS:**

RECIPIENT represents that it has not: (a) provided an illegal gift or payoff to any County officer or employee, or former County officer or employee, or to any relative or business entity of a County officer or employee, or relative or business entity of a former County officer or employee; (b) retained any person to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, other than bona fide employees of bona fide commercial agencies established for the purpose of securing business; (c) breached any of the ethical standards set forth in State statute or Salt Lake County's Ethics Code, Chapter 2.07, Salt Lake County Code of



Ordinances, 2005; or (d) knowingly influenced, and hereby promises that it will not knowingly influence, any County officer or employee or former County officer or employee to breach any of the ethical standards set forth in State statute or Salt Lake County ordinances.

**13. COUNTY REPRESENTATIVE:**

COUNTY hereby appoints the Program Director of the COUNTY'S Zoo, Arts and Parks Program as COUNTY Representative to assist in the administration of this Agreement and the Funding provided by this Agreement. Said Representative shall ensure performance of this Agreement by RECIPIENT and assist RECIPIENT in obtaining information and access to COUNTY or other government offices, if necessary for RECIPIENT'S performance of this Agreement, and if such assistance is requested by RECIPIENT. Additionally, said Representative shall monitor and evaluate the performance of this Agreement by RECIPIENT, but shall not assume any supervisory or management role over RECIPIENT or any of RECIPIENT'S officers, agents or employees during RECIPIENT'S ordinary course of business or in RECIPIENT'S expenditure of funds provided by this Agreement, other than to enforce COUNTY'S rights and responsibilities under this Agreement.

**14. COMPLIANCE WITH LAWS:**

RECIPIENT agrees that it, its officers, agents and employees will comply with all laws, federal, state or local, which apply to its operations and in particular those laws created to protect the rights of individuals, including, but not limited to, those laws requiring access for persons with disabilities as well as the laws governing non-discrimination against all protected groups and persons in admissions and hiring.

**15. ADDITIONAL DOCUMENTS:**

The following documents shall be submitted by RECIPIENT to the COUNTY prior to any funds being disbursed to RECIPIENT by the COUNTY, and are incorporated into this Agreement by reference, being made a part hereof as exhibits:

- A. Application Form with attachments – (Exhibit 1)
- B. Verification of 501(c) 3 or municipal/county/community council status– (Exhibit 2)
- C. Additional Requirements Letter, if applicable – (Exhibit 3)

**16. INTERPRETATION:**

The entire agreement among the parties shall consist of this Agreement and the documents set forth above in paragraph 15. All documents are complementary and the provisions of each document shall be equally binding upon the parties. In the event of an inconsistency between any of the provisions of said documents, the inconsistency shall be resolved by giving precedence first to this Agreement, and then to the other documents in the order set forth in paragraph 15 above. Further, this Agreement shall be interpreted to be consistent with Title 59, Chapter 12, Part 7, U.C.A., (1953, as amended); and Chapter 3.07, Salt Lake County Code of Ordinances, 2005, as amended; and County Policy #1031.

**17. ENTIRE AGREEMENT:**

This Agreement contains the entire agreement between the parties, and no statement, promises or inducements made by either party or agents for either party that are not



contained in this written agreement shall be binding or valid and this Agreement may not be enlarged, modified or altered, except in writing, signed by the parties.

**18. SURVIVAL:**

All covenants made by RECIPIENT shall survive the expiration date of this Agreement if any Funds paid to RECIPIENT under this Agreement remain unexpended and shall continue to bind RECIPIENT until all such Funds are expended.

**19. GOVERNING LAWS:**

It is understood and agreed by the parties hereto that this Agreement shall be governed by the laws of the State of Utah and Salt Lake County, both as to interpretation and performance.

**20. WARRANT OF AUTHORITY:**

Any person signing this Agreement warrants his or her authority to do so and bind RECIPIENT. RECIPIENT understands that COUNTY may require RECIPIENT to return all Funds paid to RECIPIENT based upon a breach of the warrant of authority.

*[Intentionally Left Blank]*

IN WITNESS WHEREOF, the parties have executed this Agreement the day and year recited above.

SALT LAKE COUNTY

By: Patricia Iverson  
Mayor Peter Corroon or Designee

Salt Lake Astronomical Society  
RECIPIENT

By: A. House  
Name: Ann C House  
Title: ZAP Grant Committee Chair  
for SLAS

Approved as to Form:

/s/ Melanie F. Mitchell  
Melanie F. Mitchell  
Deputy District Attorney

Date: October 4, 2012



## Zoo, Arts & Parks Tier II 2012 Application/2010 Evaluation

*The entire application may not exceed 12 pages. (Please do not use type smaller than 10 point font.)  
If you have any questions – please refer to the Application Guide.*

### Organization Information

Name of Organization: **Salt Lake Astronomical Society**

*Organization must be a 501(c)(3) or municipality. If your name is different from how it appears on your federal 501(c)(3) letter, an explanation is required. See guidelines.*

Qualifying Information	YES	NO
Is your organization headquartered in Salt Lake County?	X	
Are you a member of the Utah Nonprofits Association?		X
If you are not a member of UNA, does your organization abide by all nonprofit ethics and professional standards?	X	
If you are a part of a public university, college, or educational affiliate, does your program receive more than 50% of its funding from state funds?	N/A	N/A
Choose one by marking with an X	501(c)(3) X	Municipality Affiliate or part of a University
Date organization/agency was founded	1971	
Age of Organization	41 years	
Federal Tax ID Number	87-0323534	
Date of 501(c)(3) Status	1976	
Utah Business Registration: Entity # [for 501(c)3's only]	655971-0140	
Basis for contractual authority	Governing board of SLAS	
For what 12 month time period are you asking for funding (may use a timeframe between January/2012 and December /2013)?	January/2013 to December/2013	
Dun and Bradstreet Number (optional):		

### Funding Request

#### Project Title:

*Type in project title or, if requesting general operating support, type in "General Operating Support".*

ZAP FUNDING REQUESTED – place a check mark in ONE of the following boxes:			
Up to \$15,000	Over \$15,000 but less than \$30,000	\$30,000 and over but less than \$60,000	\$60,000 or above
X			

Summary Table - use your most recently completed fiscal year data		
1	What is your organization's eligible discipline? <i>(Must be an eligible discipline - see guidelines.)</i>	Natural History
2	Are you a first time applicant?	No
3	What is the total number of people that attended your events/activities during your most recently completed fiscal year? <i>(Everywhere)</i>	21,000
4	What is the total number of people that attended your events in Salt Lake County?	12,000
5	What is the number of people that attended for FREE in Salt Lake County?	12,000
6	What is the total number of paid attendance in Salt Lake County?	0
7	What is the total number of paid subscribers to your organization?	
8	What is the total number of paid memberships to your organization?	235
9	What is the number of artists, scholars, botanists, zoologist involved with your organization?	54
10	What are the number of types of educational / outreach programs you provide?	48
11	How many times do you offer these programs (# 10) to the public?	48
12	What is the number of people that attended an educational/outreach program?	21,000
13	How many individual donors gave to your organization?	235
14	How many people are employed full-time with your organization?	0
15	How many people are employed part-time with your organization?	0
16	How many people are employed as contract personnel?	0
17	How many people volunteer for your organization?	235
18	How many interns work with your organization (paid or unpaid)?	0

### Narrative (type in your responses under each question)

A1. Mission Statement (as approved by Board of Directors):

**The Salt Lake Astronomical Society's mission is to enjoy the discovery of the natural world. Our monthly meetings focus on increasing our knowledge about the latest theories and developments in astronomy. Our goal is to develop community awareness of our world and our universe through educational programs.**

A2. Please provide a summary overview of your organization, including major program areas & brief history.

**As an organization, we believe it is important to reach out to the community and teach about the universe because astronomy is prevalent in our lives through music, arts, theatre, and dance. Several operas, major artists, and written history contain elements of the cosmos.**

**Our major program areas are hosting free public star and sun parties. Each year, we conduct dozens of lectures to schools, youth groups, and community organizations on topics such as local cultural and natural history, conserving natural resources, energy waste, mitigating light pollution, eco-system destruction, and directional lighting. We also teach how to purchase and use telescopes, partnering with local organizations. We teach safe sun viewing as well as information about objects in the night sky.**

**The Salt Lake Astronomical Society began in 1971. We have been a major influence in astronomy education and outreach in the Salt Lake Valley since that time**



Major Accomplishments are as follows:

- World renowned observatory with three permanently mounted optical telescopes. One of these is the largest telescope regularly available for public observing.
- Nationally recognized for public education and outreach by NASA, the Astronomical League, and the Astronomical Society of the Pacific.
- Hosting National Astronomical League Convention (ALCON) in 2002 and in 2011 with several thousand in attendance from across the nation.
- "Stars in the Parks" program with the Natural History Museum of Utah and the National Parks, notably Bryce Canyon, Great Basin, Capitol Reef, Canyonlands, and Arches.
- Astronomy Day - Governor Huntsman and Mayor Peter Corroon have signed proclamations designating a day in April as Astronomy Day since 2004. Our guests have included Senator and Astronaut, Jake Garn and Astronaut Don Lind. We typically partner with the Clark Planetarium. Thousands have been in attendance.

A3. What are your short-term and long-term operational goals and objectives? What are your plans for achieving them?

The Salt Lake Astronomical Society's short term operational goals and objectives include finding ways to improve our impacts and opportunities to provide public outreach. We will accomplish this through developing a brochure for marketing. Another goal is to further our educational resources to enhance the overall experience and to make us more accessible to a wider audience. A third short term goal is to augment the overall cultural experience by creating and delivering presentations about what and how pre-historic Utahns viewed the sky and how we can and why we should minimize light pollution.

Our long term goal is to develop museum exhibits and host star parties on the terrace of the newly built Natural History Museum of Utah. Our plans include interactive displays and hand-on activities. We will host safe solar viewing during the day and night-time telescope viewing.

A4. Describe how Zoo, Arts, & Parks funds will be used. What do you plan to do? When? Where? Who will be instrumental in implementing this plan or project?  
Your answer to this question should give a compelling argument as to why the ZAP Program should fund your project/operations.

ZAP funds will be used mainly for our educational outreach to the public. We want to enhance our loaner scope program, where we offer telescopes to new members to learn about astronomy. It is a great incentive for the public to join our group. We would also like to enhance our library of books and maps to loan. Additionally, we want to promote our sky lectures to teach the public about the history of the telescopes and great physicists, and topics such as how scientists and amateurs are searching for exo-solar planets. The Salt Lake Astronomical Society, as well as many partners work together to implement these programs and we have crowds in the thousands, weather permitting, of course.

ZAP funds will also be used for our smaller events; our star and sun parties and for Astronomy Day. Specifically, the funds will purchase better educational tools, and cultural enhancement supplies. We are planning on expanding our loaner scope program. We lend telescopes to members of the club; they need to be a member for at least 30 days. This program assists new astronomers in deciding what kind of telescope to purchase that best meets their needs and budgets.

Additionally, Zoo, Arts, and Parks funds will be used to immediately improve public outreach. We will be implementing this through posters, handouts, PowerPoint presentations, the addition of our solar scope and views from the telescope imaged into a laptop computer for easy access to children, the elderly, the disabled, and the media. Our board of directors and advisory group will be instrumental in implementing these projects with others called upon to participate who have the needed expertise.

A5. Community Service:

- a. What are your goals for serving the communities in Salt Lake County? How would you describe your primary and/or target audience? Explain how your organization intends to maintain and/or grow its audience over the next year.

Our goals for serving the communities in Salt Lake County are in education of the natural and cultural history, and wonders of the universe. Our primary and targeted audience is inclusive of all Salt Lake County residents. We have a telescope designed for ADA specific guidelines; we reach out to youth, families, the elderly, and women with the University of Utah's Women In Science program. The Salt Lake Astronomical Society intends to maintain and expand our membership to a more diverse audience. We plan on achieving this by seeking out organizations and service providers who have similar interests and objectives so that by joining forces, we can expand our mission.

Our club has become the model astronomy group because of our outreach and educational focus. We are now asked to assist other communities in the state for assistance and guidance. For example, the city of Bicknell now has a yearly Heritage Festival and Star Gazing.

- b. Please identify and explain how your organization partners with other organizations and service providers located within Salt Lake County.

Our partners include Wheeler Farm, *This is the Place* Heritage Foundation, the University of Utah, The Natural History Museum of Utah, Salt Lake Community College, the Clark Planetarium, and Harmons Grocery. We get together with our partners to bring activities such as presentations, festivals, seminars, and events to the general public.



Proposed Use of ZAP Funding		
Proposed Expenses	Amount	Explanation/Description
Salaries & Benefits		
Independent Contractor Fees		
Program Expenses	\$ 3,400.00	Star Parties, Astronomy Day, Museum Exhibits
General Administration/Office Expenses		
Royalties/Licensing Fees		
Marketing	\$ 1,200.00	Banners , Brochers, Other marketing
Development/Fundraising		
Facility Rent		
Other Expenses (please explain)	\$ 2,200.00	Guest speakers, Educational books and telescope
<i>Total proposed Expenses</i>	<i>\$ 6,800.00</i>	<i>automatic calculation</i>

Note: use this to show us how you would use the funds in the category you selected

Community Impact and Outreach				
Date (mm/yy)	Location (street address, city)	Event (name or type and full description)	Number of People in Attendance	Indicate if # is Actual, Estimated or Both
04/11 – 10/11	Wheeler Farm 6351 South 900 East	Star Parties	450	Estimated
04/11 – 10/11	Harmons – Midvale 7755 South 900 East	Star Parties	290	Estimated
04/11 – 10/11	Winchester Park 5400 South 1100 West	Solar Parties	185	Estimated
04/11 – 10/11	Harmons – Brickyard 3200 South 1300 East	Star Parties	120	Estimated
04/11 – 10/11	Harmons – Bangerter 13800 South 100 East	Star Parties	85	Estimated
04/11 – 10/11	Harmons – Taylorsville 5400 South Redwood Rd.	Star Parties	65	Estimated
04/11	Clark Planetarium 110 South 400 West	Astronomy Day	640	Estimated and Actual

## Governance

Use data from your most recently completed fiscal year (*See guide for more instructions*).

# Board Members having their primary residence...	in County District #1	1
	in County District #2	1
	in County District #3	
	in County District #4	
	in County District #5	1
	in County District #6	
	in Utah (outside of Salt Lake County)	2
	outside of Utah	
Total number of Board Members (should equal the sum of all the above)		5
Frequency of Board Meetings		Monthly
# Advisory Board Members (only if you have an advisory board)		11

- G1. Please describe any related party transactions that occurred in the last year (2011). In the event of any sale, lease or other transaction with a board member or affiliate, or staff member or affiliate, disclose the costs and expenses incurred by the board, staff member or affiliate.

NONE

In-kind Contributions	
Do not add In-kind Contributions to the Financial Statement & Budget Section of this application. Use \$20/hr for volunteer time – this is based on the Independent Sectors recent recommendations. Include a brief explanation of volunteer/board hours reported	
Services Rendered/Materials Contributed	Dollar Value
Identify source and rate used in determining dollar value.	
Web Services	10000
Star Party Volunteers (2260 hrs @\$20)	45200
Astronomy Day Volunteers (40 hrs @\$20)	800
Star Party Schedules (printed by member)	400
Youth Organizations, Faith Based Organizations (Materials, events, advertising)	2200
Utilities (provided by the City of Stansbury Park)	1400
Food, Snacks, Advertising (Harmons)	1200
Volunteer Maintenance (650 hrs @ \$20)	13000
	\$
<b>Total In-kind Contributions</b>	<b>\$74,200</b>



	Column A Actual 2011	Column B Current Budget 2012	Column C Projected Next Year 2013
<b>Revenues</b>			
1. Admissions/Earned Income			
2. Rental Income			
3. Other Earned Income			
4. Corporate or Foundation Contributions	\$ 600	\$ 600	\$ 600
5. Individual Contributions	\$ 5,200	\$ 5,400	\$ 5,500
6. City Government Funding			
7. State Government Funding			
8. Other Government Funding (explain)			
9. ZAP Grant (actual, anticipated)	\$ 6,274	\$ 6,200	\$ 6,800
10. Other Grants – list and explain			
11. Investment/Interest Income			
12. Other Revenue (explain)			
<b>13. Total Revenue (calculation)</b>	<b>\$ 12,074</b>	<b>\$ 12,200</b>	<b>\$ 12,900</b>
<b>Expenditures</b>			
14. Salaries and Benefits			
15. Independent Contractor Fees			
16. Program Expenses (for eligible	\$ 4,980	\$ 5,000	\$ 5,300
17. General Administration/Office	\$ 560	\$ 600	\$ 650
18. Travel & Housing (explain)	\$ 1,200	\$ 1,300	\$ 1,400
19. Marketing/Public Relations	\$ 2,751	\$ 3,000	\$ 3,200
20. Development/Fundraising Expenses			
21. Facility Rent (including utilities)			
22. Accounting and Legal			
23. Other Expenses (please explain)	\$ 2,535	\$ 2,200	\$ 2,500
<b>24. Total All Operating Expenses</b>	<b>\$ 12,026</b>	<b>\$ 12,100</b>	<b>\$ 13,050</b>
<b>25. Income/Loss (calculation)</b>	<b>\$ 48</b>	<b>\$ 100</b>	<b>\$ (150)</b>
Presenter honorariums, telescopes, books, planispheres & handouts			

**Additional Explanations are requested ...**

- If your total expenditures have increased or decreased by 25% from any of the 3 years on page 5
- On any line that asks for more detail or explanations

## 2010 Actual Use/Evaluation Report

Reporting Cycle: **January 1, 2010 – December 31, 2010** Reporting Amount: **\$6174.09**

*Must be between January 1, 2010 – December 31, 2011 and not covered by a previous ZAP grant.*

Expenses	Amount	Explanation/Description
Salaries & Benefits		
Independent Contractor Fees		
Program Expenses	\$ 3,939.00	Books, telescopes, handouts, planispheres
General Administration/Office Expenses	\$ 815.00	Insurance
Royalties/Licensing Fees		
Marketing	\$ 1,370.00	Flyers, banner, schedules
Development/Fundraising		
Facility Rent		
Other Expenses (please explain)	\$ 50.00	Presenter honorarium
<i>Total proposed Expenses</i>	<i>\$ 6,174.00</i>	<i>automatic calculation</i>

What were your total operating expenditures (everything your organization spent money on) during this time period? **\$12,680.00**

## Evaluation Narrative

*Your candid and complete answers to the following questions will help the ZAP Program document the impact of its funding on the organizations funded and the community members that you serve. Please answer by referring specifically back to the responses to your 2010 ZAP application, and explain any changes in goals, outcomes, or other major organizational circumstances.*

- E1. Describe what was accomplished using your 2010 ZAP funding and how ZAP funds assisted with your organization's goals.

***"All truths are easy to understand once they are discovered; the point is to discover them." Galileo***

Through public outreach we introduced about 11,000 of the community to the wonders of astronomy. Educational materials were developed and made available to the citizens of SL County that got them started in their love of astronomy.



- E2. Describe any noteworthy achievements and awards that your organization received during this cycle.

**Our group was featured in a 4 page article in the Astronomical League's monthly magazine for our outreach and events. No other amateur astronomy group in the nation holds as many public events and presents schools and youth groups as we do. Additionally, we were chosen to host the Leagues' National Convention in 2011.**

- E3. How did you measure and evaluate the success of your organizational efforts in 2010? What were the results of these measurements and evaluations?

**We measure by an increase in public participation and the number of returning visitors. We also measure our success by an increase in groups that look to us to model their programs or want to partner with us for successful events. For example, Great Basin, Capitol Reef, Clark Planetarium and the Heritage Festival in Bicknell all want our assistance in their programs due to our reputation.**

- E4. How is your organization funded? What sources of funding has your organization secured in the past 12 months? If you charged admission, please describe.

**Member dues**

**Private and public donations**

**Sponsors**

**In-kind – Clark Planetarium, KCPW, individuals (web master), Saturn of Salt Lake**

**Harmons Grocery has given us funding for a total of \$600.**

- E5. What, if any, challenges and opportunities did your organization face during the ZAP 2010 funding cycle? What are the current issues that impact your organization or the wider cultural community and its audience? How has/is your organization addressing both past and present concerns? How can ZAP assist or support your organization (apart from providing more funding)?

**Our organization is centered on providing public outreach in astronomy. As such, we hosted over 35 star parties in Salt Lake County in 2010. At each of these star parties we have from five to 20 volunteers bring their own personal telescopes and set them up for the public to view the night sky through them. Coordinating with the volunteers and the media to publicize these events is always a challenge. Our volunteers gladly offer their time and equipment and pay their own transportation to put on these events. This challenge will always be a part of what we do but we find the rewards in exposing the public to the wonders of astronomy well worth it.**

**With modern technology, we find it challenging to expose the younger generation to astronomy because of time consuming attractions they might have picked up such as video games, face book posts and texting friends. We as an organization recognize the need to instill in the younger generation, the fascinating aspects of astronomy. We find when we expose them to this; they are most likely to show long-term interest. With this being said, we focus much of our attention in reaching out to families and getting the children in these families engaged in amateur astronomy.**

**Our past and present concern we share with all those interested in astronomy is the effects of light pollution on the residence of Salt Lake County on seeing the night sky. In the late 1,800's and even into the early 1,900's the Milky Way was readily visible from within the Salt Lake Valley. This doesn't happen today because of our city lights. Our organization tries to**

teach our residence the need to minimize light pollution by keeping their home's exterior lighting designed to minimize light pollution. We also advise them to notice the night sky when they visit dark regions surrounding Salt Lake County and see the Milky Way so that they might better appreciate the effects of light pollution.

We recognize the ability to post our events calendar and our web links on the ZAP web site. This helps us disseminate information to the public about our events. Anything that can be done to help publicize these events will be helpful.

## Required Attachments for the Evaluation Section

- ☐ Provide documentation that your events are on the NowPlayingUtah.com (NPU) website - a copy of your history/past events page from NPU will suffice.
- ☐ Please attach examples (only one of each type) of how the ZAP Program was acknowledged in programs, brochures, newsletters, etc.
- ☐ Submit 2-3 digital images (optional but strongly encouraged)
- ☐ **See Checklist in the Guidelines to be sure all information has been submitted.**

## General Information

Organization Address: **No actual address**  
City, State, Zip Code:  
☐ Please check box if this is a new address

Mailing Address (*if different from above*):  
City, State, Zip Code:  
**67 Virginia St.**  
**Salt Lake City, UT 84103**  
X Please check box if this is a new address

Main Org Phone: **435-882-1209**  
Fax: **801-322-2040**  
Website: <http://www.slas.us>

Salt Lake County Council District #:  
(*of primary location*):

Application Submitted By:  
Name: **Ann House**  
Title: **ZAP Grant Committee Chair**  
Phone: **801-671-8447**  
Email: **ann@annhouse.org**

Person with Contract Signing Authority (*if different from above*):  
Name:  
Title:  
Phone:  
Email:

Alternate Contact Person (must include):  
Name: **Bob Moore**  
Title:  
Phone: **801-303-5418**  
Email: **BMoore@comre.com**

## Signature

*The undersigned hereby acknowledges that the submitted information is true and correct and that she/he has the authority to bind the applying organization. The undersigned also affirms that the Governing Board of the organization is aware of and approves of the contents of this application. The undersigned also acknowledges that the information you provided in question 1 and 2 in the Actual Use/Evaluation narrative and the images you submit may be used to highlight your organization on the ZAP website and other ZAP publications.*

Dated this 28<sup>th</sup> day of March, 2012.

Ann C. House  
Name of Administrative Officer

AC House

ZAP GRANT COMMITTEE CHAIR  
Title