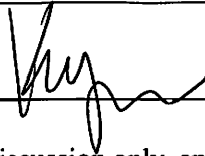


**Mayor's Office: Council Agenda Item Request Form**  
*This form and supporting documents (if applicable) are due the Wednesday  
before the COW meeting by noon.*

<b>Date Received</b> (office use)	
--------------------------------------	--

<b>Date of Request</b>	1/30/18
<b>Requesting Staff Member</b>	Anna Vukin-Chow
<b>Requested Council Date</b>	2/6/18
<b>Topic/Discussion Title</b>	Mayor's Contribution Fund
<b>Description</b>	Contribution of \$500 to the Chinese Railroad Workers Descendants Association (CRWDA) for its 2018 Golden Spike Conference, which will be held on May 9. The purpose of the conference is to tell the story of Chinese and Chinese American contributions to the United States.
<b>Requested Action<sup>1</sup></b>	Council Approval, Consent Items
<b>Presenter(s)</b>	
<b>Time Needed<sup>2</sup></b>	
<b>Time Sensitive<sup>3</sup></b>	
<b>Specific Time(s)<sup>4</sup></b>	
<b>Contact Name &amp; Phone</b>	Karen Hale 8-7035
Please attach the supporting documentation you plan to provide for the packets to this form. While not ideal, if supporting documents are not yet ready, you can still submit them by 10 am the Friday morning prior to the COW agenda. Items without documentation may be taken off for consideration at that COW meeting.	

**Mayor or Designee approval:** \_\_\_\_\_



<sup>1</sup> What you will ask the Council to do (e.g., discussion only, appropriate money, adopt policy/ordinance) – in specific terms.

<sup>2</sup> Assumed to be 10 minutes unless otherwise specified.

<sup>3</sup> Urgency that the topic to scheduled on the requested date.

<sup>4</sup> If important to schedule at a specific time, list a few preferred times.

January 30, 2018

The Honorable County Council  
2001 S. State Street, Suite N2200  
Salt Lake City, Utah 84190

Attn: Amy Winder Newton, Chair

**Re: Community Contribution Recommendation**

Council Members:

I have reviewed and approved the Salt Lake County Contribution Review Committee's recommendations for the following community contribution amount under the Mayor's Contribution Fund, subject to the ratification of the County Council as outlined in county ordinance:

<b>Entity</b>	<b>Granted</b>
Chinese Railroad Workers Descendants Association (CRWDA)	\$500.00
<hr/>	
	\$500.00 Cash

**Purpose:** To support the Chinese Railroad Workers Descendants Association (CRWDA) 2018 Golden Spike Conference. The purpose of the conference is to tell the story of Chinese and Chinese American contributions to the United States.

This contribution is approved under the authority of **County Wide Policy 1200:**

- 2.9 Public Purpose - Salt Lake County government's authority or responsibility to promote the safety, health, prosperity, moral well-being, peace, order, comfort, or convenience of County inhabitants.

This contribution will be appropriated in the Salt Lake County Mayor's 2018 budget. Please place this item on your next available agenda for action. Thank you for your help in this matter.

Sincerely,

Ben McAdams  
Mayor, Salt Lake County



## APPLICATION FOR CONTRIBUTION

NAME OF ORGANIZATION: Chinese Railroad Workers Descendants Association  
ADDRESS: 1984 W. Canal Ridge Road  
CITY: Taylorsville STATE: UT ZIP CODE: 84129  
CONTACT PERSON: Michael Kwan PHONE NUMBER: 8017033518 EMAIL: mkwan@goldenspike150.org

### ORGANIZATION OVERVIEW (which could include mission, history, and demographics served):

As a 501(c)(3) Charitable organization, contributions to CRWDA are tax deductible. Your donation supports our charitable efforts to educate, preserve and promote the contributions of Chinese, Chinese - Americans and Asian Pacific Americans to the United States. For 2018 Golden Spike Conference only.

TYPE OF REQUEST: Money ☒ In-Kind ☒

Have you previously requested money from SLCo? No

If yes, when and how much (previous three years)? \_\_\_\_\_

What is the amount of your request? \$2500

The amount you are requesting is 1.32% of your annual agency budget.

What is the purpose of the money you are requesting?:

This Conference is designed to educate, motivate, inspire and celebrate all that is Chinese America. Centered around the contributions in building the Transcontinental Railroad, we will explore little known facts about our shared history in America. The story of Chinese in America has been untold for far too long. Join us as we explore how the labor and lives of our ancestors were exploited, how our contributions have been overlooked or ignored in history books and how fear-mongering led to murder and the Chinese Exclusion Acts.

### PLEASE ATTACH:

- ☒ Copy of 501(c)(3)
- ☒ Copy of independent audit. If you do not have one, please enclose a copy of current financial statements.  
2018 Conference Budget

You will be expected to report to the Salt Lake County Mayor on how the money was used and the success of the project.

The undersigned hereby acknowledges that he or she has authority to bind the organization listed in the application. The applicant accepts the following terms and conditions as a condition of receiving and using County funds or the waiver of fees: County funds will be used solely for the purposes approved by the Mayor of Salt Lake County as applied for in this application. Any expenditure for purposes other than those approved will require a return of the entire grant amount and may disqualify the grantee from receiving any additional County funds. It is further understood that no grant fund will be made available to any County officer or employee or in violation of the requirements of the Public Employees Ethics Act (67-16-1 et seq.). No grant funds will be used for political or campaign purposes. As a further condition of the grant, all County funds may be subject to an audit as required by Salt Lake County. The applicant is required to complete the Disbursement of Funds Report Form for contributions more than \$2,500.

Dated this 20th day of 2018, 2018

Applicant 

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUN 19 2017

CHINESE RAILROAD WORKERS  
DESCENDANTS ASSOCIATION  
1984 WEST CANAL RIDGE ROAD  
TAYLORSVILLE, UT 84129-0000

Employer Identification Number:  
82-1829480  
DLN:  
26053565002857  
Contact Person:  
CUSTOMER SERVICE ID# 31954  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
December 31  
Public Charity Status:  
509(a)(2)  
Form 990/990-EZ/990-N Required:  
Yes  
Effective Date of Exemption:  
June 12, 2017  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

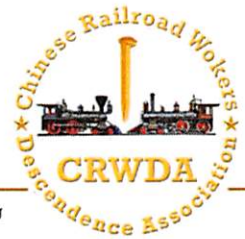
If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

# 鐵路華工後裔協會

**Chinese Railroad Workers Descendants Association**

[www.goldenspike150.org](http://www.goldenspike150.org)



## Request for Community Support

### Board of Directors

Margaret Yee  
Chairperson

Michael W. Kwan  
President

Edith Mitko  
Secretary

Yuli Lin  
Treasurer

Siu Lin Santee  
Director

Dr. Xiaomei Yang  
Director

Dr. Xiaoming Sheng  
Director

Dr. Xiaoming Dong  
Director

Rep. Karen Kwan (UT-34)  
Adviser

Hon. Raymond Uno (Ret.)  
Adviser

Lee Liu Chin  
Adviser

Corky Lee  
Adviser

Leland Wong  
Adviser

Eddie Yee  
Adviser

William Yu  
Adviser

Max Chang  
Adviser

Dear Community Leaders:

On May 9, 2018, the Chinese Railroad Workers Descendants Association (**CRWDA**) will host the 2018 Golden Spike Conference in Salt Lake City, Utah. On behalf of the **CRWDA** Board of Directors, our members, community partners, coordinating organizations and thousands of railroad worker descendants and enthusiasts, I invite you to become an honored sponsor of the 2018 & 2019 Golden Spike Conference which will commemorate the 150th Anniversary of the completion of the Transcontinental Railroad.

The Golden Spike Conferences will be held in Salt Lake City, Utah, gateway to Promontory Summit, site of Golden Spike National Historic Site. The dates of the 2018 conference are May 9th-11th and the 2019 conference will be held from May 8th-11th. We anticipate approximately **5,000** attendees in 2018 and we are planning on having more than **12,000** attend the ceremonies at Promontory Summit in 2019. More than 10,000 attended the 1969 100th Anniversary ceremony.

These conferences aim to tell the story of Chinese and Chinese American contributions to the United States. This tale of not only surviving, but thriving, in times of famine, warfare, genocide and oppression has gone untold for far too long. It is an amazing story of inspiration, courage and commitment. Using the Chinese railroad workers' incredible contributions as a pivot point, experts will explore how our common past will lead us to our uncommon future. Join advocates, historians, genealogists, artists, authors and filmmakers as we discover and celebrate our heritage, our birthright and our country.

Enclosed you will find information on becoming a sponsor. Should you have any questions, comments or concerns, please do not hesitate to contact me.

Sincerely,

Margaret Yee  
Chairperson, CRWDA

CRWDA is a 501(c)(3) Charitable Organization

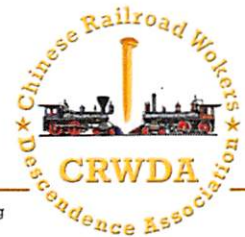
Contributions may be tax deductible

**EIN: 82-1829480**



# 鐵路華工後裔協會

**Chinese Railroad Workers Descendants Association**



www.goldenspike150.org

## Sponsorship Form

Name of Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Telephone: \_\_\_\_\_ ☐ Cell ☐ Home ☐ Work

Contact email address: \_\_\_\_\_ Organization Website: \_\_\_\_\_

Address: \_\_\_\_\_

City

State

Zip Code

Non-Profit Organization Sponsorship Levels				
<input checked="" type="checkbox"/>	<u>Level</u>	2018	2019	2018 + 2019
	<b><u>Community Partner</u></b> 1/2 page color ad in Conference and Gala Program books Logo projection at meal events & on Website 1 table at Golden Spike Gala 2 tickets to President's Private Reception	\$1,500	\$4,500	\$5,000
	<b><u>Community Advocate</u></b> 1/4 page ad in Conference and Gala Program books Logo projection at meal events & on Website 8 tickets at Golden Spike Gala	\$1,000	\$3,000	\$3,500
	<b><u>Community Sponsor</u></b> 1/4 page ad in Conference or Gala Program books Logo projection at meal events & on Website 6 tickets to Golden Spike Gala	\$750	\$1,500	\$2,000
	<b><u>Community Sustainer</u></b> Listing in Conference and Gala Program books 4 tickets to Golden Spike Gala Logo on Website	\$500	\$1,000	\$1,250
	<b><u>Community Supporter</u></b> Listing in Conference and Gala Program books 2 tickets to Golden Spike Gala	\$250	\$500	\$600
	<b><u>Tax Deductible Donation/Coordinating Organization</u></b>	\$100	\$250	\$300

Other considerations by negotiation

**Tax Deductible donations of any amount accepted**

**EIN: 82-1829480**

2061 East Rainbow Point Drive, Holladay, Utah 84124

801-703-3518

mkwan@goldenspike150.org

<b>Working Budget for 2018 Conference</b>					
		#	\$	<u>subtotals</u>	<u>Estimated Total</u>
<b>AV Equipment &amp; Stage</b>					
AV Breakouts:		5	\$1,898.46	\$9,492	
AV General:		2	\$8,568.57	\$17,137	
AV General:		0	\$7,943.50	\$0	
Labor				\$0	
Stage				\$0	
Video Production				\$0	
					\$26,629
<b>Venue Rental Fees</b>					
Rental				\$0	
Business Center				\$0	
Set Up				\$0	
Permits				\$0	
Misc (electric, nextel, entertainers, bell services, t				\$0	
Clean Up				\$0	
					\$0
<b>Offsite Activites</b>					
Bus Transport		6	\$1,100.00	\$6,600	
CRW LUNCH		300	\$10.00	\$3,000	
Theme Park				\$0	
Tennis				\$0	
Golf				\$0	
Bass Fishing				\$0	
Art Museum				\$0	
					\$9,600
<b>Food &amp; Beverage</b>					
<b><u>Receptions</u></b>				\$0	
Monday				\$0	
Tuesday				\$0	
Wednesday		200	\$45.00	\$9,000	
Thursday				\$0	
Friday		300	\$28.00	\$8,400	
					\$17,400
<b><u>Meals:</u></b>				\$0	
Wednesday		25	\$30.00	\$750	
Thursday BRKFT		125	\$17.00	\$2,125	
Thursday Lunch		0	\$10.00	\$0	
Thursday Dinner		150	\$38.00	\$5,700	
Friday BRKFT		125	\$21.00	\$2,625	
Friday Lunch		125	\$21.00	\$2,625	
Friday Gala		300	\$34.00	\$10,200	
Saturday Breakfast		30	\$30.00	\$900	
					\$24,925
<b><u>Breaks</u></b>					

<b><u>Working Budget for 2018 Conference</u></b>					
		#	\$	<u>subtotals</u>	<u>Estimated Total</u>
	FRI AM	150	\$12.00	\$1,800	
	FRI PM	150	\$13.00	\$1,950	
	SAT AM	50	\$12.00	\$600	
	SAT PM	0	\$13.00	\$0	
				<b>Total F&amp;B</b>	\$46,675
				<b>Banquet Service Charge</b>	\$11,202
				<b>F&amp;B Tax</b>	\$3,664
					\$61,541
	<b>Transportation</b>				
	Agency Fee			\$0	
	Air			\$0	
	Shuttles	3	\$200.00	\$600	
	Auto			\$0	
	Town Car	6	\$125.00	\$750	
					\$1,350
	<b>Hotel Rooms</b>				
	Lodging Single Rooms	45	\$159.00	\$7,155	
	Lodging Double Rooms	45	\$159.00	\$7,155	
	Lodging Suites	1	\$159.00	\$159	
	Pre-Conference Rooms			\$0	
	Staff Rooms	4	\$159.00	\$636	
				\$0	
					\$15,105
				<b>Room Tax</b>	\$1,903
					\$17,008
	<b>Communication</b>				
	Internet @ Hotel			\$0	
	Office Equipment	1	\$500.00	\$500	
	Computers/Printers	5	\$600.00	\$3,000	
	Phone Lines			\$0	
					\$3,500
	<b>Creative/Collateral</b>			\$0	
	Design Fees			\$0	
	Placement Fees			\$0	
	Design			\$0	
	Main Gift			\$0	
	Notebooks			\$0	
	Brochures	1000	\$2.50	\$2,500	
	Napkins	0	\$1.00	\$0	
	Centerpieces	35	\$20.00	\$700	
	Lanyards	200	\$2.00	\$400	
	Conference Bag	250	\$15.00	\$3,750	
	VIP gifts	12	\$50.00	\$600	
	Volunteer Shirts	60	\$15.00	\$900	
	Invites	75	\$5.00	\$375	
	Photographer	1	\$1,000.00	\$1,000	



<b><u>Working Budget for 2018 Conference</u></b>					
		#	\$	<u>subtotals</u>	<u>Estimated Total</u>
Videographer		1	\$1,000.00	\$1,000	
				\$0	
Decorations		0	\$0.00	\$0	
Stage Furniture				\$0	
<b>Printing - Signage</b>		20	\$15.00	\$300	
Badges		300	\$0.75	\$225	
				\$0	
Conference Program		350	\$20.00	\$7,000	
Signage				\$0	
Gala Program		300	\$25.00	\$7,500	
					\$26,250
<b>Guest Speakers</b>				\$0	
Travel Expenses		20	\$400.00	\$8,000	
Room Welcome Gift		30	\$10.00	\$300	
Speaker Gifts		30	\$25.00	\$750	
				\$0	
					\$9,050
<b>Event Labor</b>					
Registration Helpers				\$0	
Clothes/Uniforms				\$0	
				\$0	
					\$0
<b>Other Expense - Domestic</b>				\$0	
Receiving boxes/delivery				\$0	
				\$0	
					\$0
<b><u>TOTAL:</u></b>					\$197,254
			Registration Fees		\$65,000
			Fundingraising Goal		\$132,254