

PROGRESS REPORT

Project Title: Earth Day Bay Day Celebration 2014

Contract #: 14-080-000-7948

Month/Year: Final Report

Task 1: (Coordinate Event Steering Committee)

- **Provide a brief description of status of the task:** not started in progress completed
- **Describe major accomplishments for this reporting period (include names of staff working on each task, dates and locations of events/presentations/meetings and dates for milestones/deliverables completed.)**

CBBF developed a Steering Committee of local volunteers composed of a wide spectrum of individuals and organizations including local, county, state and federal government participants. While not all volunteers were able to attend all called meetings, minute notes and actions were constantly communicated and coordinated among the participants and partners. Members were kept abreast of actions and work frequently through email, mail and phone communication including conference call participation when unable to physically attend meetings.

The Steering Committee planned and coordinated tasks which contributed to the success of the event including developing the theme for the festival, candidates for Honorary Chair and Master of Ceremonies, art work for a Poster, development of sub-committees, advertising efforts, fund raising, security for event, and exhibitors for the event, among other tasks. The Steering Committee also met after the event and evaluated the pros and cons of the overall event to provide recommendations which may benefit next year’s event planned for April 11, 2015.

- **List the deliverable(s)/milestone(s) for the task and provide the date completed/submitted to the GLO.**

Deliverable Name	Date Due	Date submitted	Comments
<i>Names of committee members</i>	<i>December 31, 2013</i>	February 24, 2014	
<i>Meeting notes and implementation strategies developed</i>	<i>February 28, 2014</i>	February 24, 2014	

- **Were there any problems or obstacles encountered during this reporting period (e.g., delays, remedial action taken, schedule revision).** Yes No If yes, please explain:

- **Briefly describe plans for the next reporting period.**

This task is complete.

Task 2: (Sponsorship, Exhibitor and Vendor Solicitation)

- **Provide a brief description of status of the task:** not started in progress completed

CBBF developed and distributed sponsorship forms in early 2014, and also conducted an intensive phone contact program to potential list of sponsors, one developed over 15 years of hosting this event. These efforts were rewarded in an additional \$34,300 of donations helping to not only meet but also exceed the match funds to the CMP contract requirements. CBBF sponsorship efforts included billboard announcements, mail-outs of brochures and directed requests to specific businesses and other targeted sponsors, and TV video and radio announcements.

- **List the deliverable(s)/milestone(s) for the task and provide the date completed/submitted to the GLO.**

Deliverable Name	Date Due	Date submitted	Comments
<i>Provide sponsorship and vendor fees developed</i>	<i>January 31, 2014</i>	February 14, 2014	
<i>Provide copies of sponsorship and vendor packets</i>	<i>February 28, 2014</i>	February 14, 2014	

- **Were there any problems or obstacles encountered during this reporting period (e.g., delays, remedial action taken, schedule revision).** Yes No If yes, please explain:
- **Briefly describe plans for the next reporting period.**

Task 3: (Event Contracting and Advertising)

- **Provide a brief description of status of the task:** not started in progress completed
- **Describe major accomplishments for this reporting period (include names of staff working on each task, dates and locations of events/presentations/meetings and dates for milestones/deliverables completed).**

CBBF did not enter into any contract service agreements but rather was able to negotiate services through direct solicitation and purchases. CBBF has developed a list of services and providers of those services for over 15 years which enable staff to successfully negotiate reasonable prices (low bids) for those services and acquire the services in a timely manner and on time for the event date (April 12, 2014).

Services acquired and advertising services included but not limited only to the following: Four highway billboards were contracted with Lamar Advertisements with messages beginning 2 weeks prior to the event. In addition to paid Radio advertisements which began in late March, radio time was donated to CBBF with a free 2 hour Spanish interview on the festival by KUNO 1400 AM radio, as well as KZTV TV Station Channel 6 and 10 donating numerous 30-second to 1-minute segments the week of the event. Exhibitors and vendors continued to register for the event until the final days of the event on April 12. CBBF was also able to provide over T-shirts to the volunteers featuring a species of concern and conservation information, and the festival major sponsors (including GLO). Tent, chairs, and tables were provided to the exhibitors and vendors who in turn brought a family atmosphere to the proceedings of the festival. Major exhibitors contracted/invited included free-flying demonstrations of birds/raptors which had been rehabilitated from their injuries, presentation on endangered sea turtles, the Texas Zoo with Texas wildlife exhibits (caged animals), K9 dog performances, state, federal and local agencies with their exhibits, and many more.

- **List the deliverable(s)/milestone(s) for the task and provide the date completed/submitted to the GLO.**

Deliverable Name	Date Due	Date submitted	Comments
<i>Provide copies of all contracted services (tents, stages, tables, ancillary equipment, exhibitors, presentations, media and event site etc.), with appropriate invoice;</i>	<i>March 14, 2014</i>	April 12, 2014	All deliverables were completed by the event date, 4/12/2014, and documentation submitted in the April monthly report
<i>Provide copies off all press releases and advertisements for review prior to promoting; and</i>	<i>March 14, 2014</i>	March 10, 2014	All deliverables were completed by the event date, 4/12/2014, and documentation submitted in the April monthly report
<i>A list of media secured for the event.</i>	<i>March 14, 2014</i>	March 10, 2014	Submitted in the April monthly report

- Were there any problems or obstacles encountered during this reporting period (e.g., delays, remedial action taken, schedule revision). Yes No If yes, please explain:
- Briefly describe plans for the next reporting period.

Task 4: (Host the Earth Day Bay Day Celebration Event for April 2014)

- Provide a brief description of status of the task: not started in progress completed
- Describe major accomplishments for this reporting period (include names of staff working on each task, dates and locations of events/presentations/meetings and dates for milestones/deliverables completed.)

Event is complete for AY 2014. The event was hosted on April 12, 2014 at Heritage Park located three blocks from Corpus Christi Bay in downtown Corpus Christi. The total number of exhibitors and vendors was 110. About 9000 participants, mostly families with children, attended this year's Earth Day Bay Celebration in this one-day event within a 7 ½ hr period. This event's goals were to provide the public with educational events and exhibitions of Coastal Bend natural resources that would stimulate stewardship for those resources, instill a sense of value, and to bring the public in close contact with nature through the exhibits and presentations through speakers and organizations at the festival.

Approximately 9,000 people attended the event based on counts taken by volunteers. Event surveys indicate that this is a very popular free family event which continues to provide the public with many environmental and conservation stewardship opportunities and educational material regarding the Coastal Bend's natural resources and their importance to our area communities. Over 100 exhibitors and vendors contributed to the success of Earth Day Bay Day 2014.

- List the deliverable(s)/milestone(s) for the task and provide the date completed/submitted to the GLO.

Deliverable Name	Date Due	Date submitted	Comments
<i>Host Earth Day Bay Day</i>	<i>April 12, 2014</i>	4-12-14/5-13-14	
<i>Provide photos of the event (exhibitors, presentations, media, volunteers, attendees etc.) with final progress report</i>	<i>May 10, 2014</i>	4-12-14/5-13/14	

- Were there any problems or obstacles encountered during this reporting period (e.g., delays, remedial action taken, schedule revision). Yes No If yes, please explain:
- Briefly describe plans for the next reporting period.

Task 5: (Project Monitoring and Reporting)

- Provide a brief description of status of the task: not started in progress completed
- Describe major accomplishments for this reporting period (include names of staff working on each task, dates and locations of events/presentations/meetings and dates for milestones/deliverables completed.)

1. Event has been completed and previously reported.

- List the deliverable(s)/milestone(s) for the task and provide the date completed/submitted to the GLO.

Deliverable Name	Date Due	Date submitted	Comments
<i>Grant Closeout Report</i>	<i>3/31/2015</i>	Information provided but see comments	

Reimbursement requests no.	Date Submitted	Comments
20130209 (No. 1)	February 9, 2014	
No. 2	March 18, 2014	
No. 3	May 13, 2014	
No. 5	June 10, 2014	
No. 6	August 27, 2014	
No. 7	Sept. 25, 2014	
No. 8	Oct. 15, 2014	
No. 9	Nov. 12, 2014	
No. 10	Dec. 11, 2014	
No. 11	Dec. 30, 2014	

- Were there any problems or obstacles encountered during this reporting period (e.g., delays, remedial action taken, schedule revision). Yes No If yes, please explain:
- Briefly describe plans for the next reporting period. Continue documenting all expenditures, activities and plans for the rest of the grant period

(Repeat for each task. If work on a particular task has not begun or has been completed, include in progress report and report the status only.)

Please provide a current budget breakdown. (Double Click on budget tables to activate Excel.)

	Current Federal/ CMP Budget	Billed to Date	Obligated* CMP Budget	Remaining CMP Budget
Personnel	\$ 24,587.23	\$ 23,463.33	\$ 1,232.50	\$ (108.60)
Fringe	\$ 6,279.56	\$ 5,866.08	\$ 308.13	\$ 105.35
Travel	\$ 395.54	\$ 395.54	\$ -	\$ -
Supplies	\$ 987.29	\$ 987.29	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
Contractual	\$ -	\$ -	\$ -	\$ -
Other	\$ 8,750.38	\$ 8,745.09	\$ -	\$ 5.29
Subtotal	\$ 41,000.00	\$ 39,457.33	\$ 1,540.63	\$ 2.04
Indirect Costs		\$ -	\$ -	\$ -
Totals	\$ 41,000.00	\$ 39,457.33	\$ 1,540.63	\$ 2.04

	Current Local Budget	Billed to Date	Obligated* Local Budget	Remaining Local Budget
Personnel	\$ 3,111.10	\$ 240.00	\$ -	\$ 2,871.10
Fringe	\$ 766.67	\$ -	\$ -	\$ 766.67
Travel		\$ -	\$ -	\$ -
Supplies	\$ 250.00	\$ -	\$ -	\$ 250.00
Equipment		\$ -	\$ -	\$ -
Contractual	\$ 225.00	\$ -	\$ -	\$ 225.00
Other	\$ 10,131.00	\$ 17,495.36	\$ -	\$ (7,364.36)
Subtotal	\$ 14,483.77	\$ 17,735.36	\$ -	\$ (3,251.59)
Indirect Costs		\$ -	\$ -	\$ -
Totals	\$ 14,483.77	\$ 17,735.36	\$ -	\$ (3,251.59)

	Current 3rd Party Budget	Billed to Date	Obligated* 3rd Party Budget	Remaining 3rd Party Budget
Personnel	\$ 4,888.90	\$ 5,888.90	\$ -	\$ (1,000.00)
Fringe	\$ 733.33	\$ 883.34	\$ -	\$ (150.01)
Travel	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
Contractual	\$ 2,775.00	\$ 2,775.00	\$ -	\$ -
Other	\$ 3,969.00	\$ 6,533.89	\$ -	\$ (2,564.89)
Subtotal	\$ 12,366.23	\$ 16,081.13	\$ -	\$ (3,714.90)
Indirect Costs	\$ -		\$ -	\$ -
Totals	\$ 12,366.23	\$ 16,081.13	\$ -	\$ (3,714.90)

*Obligated includes - funds that have been incurred by the recipient but have not been paid by the recipient, such as executed contract agreements or acquired supplies/materials/equipment.

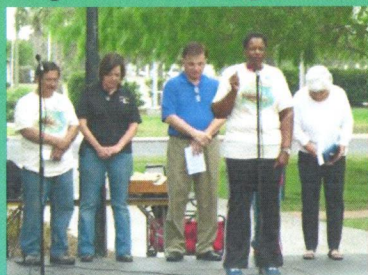
Earth Day-Bay Day 2014



Maclovio Perez - Emcee



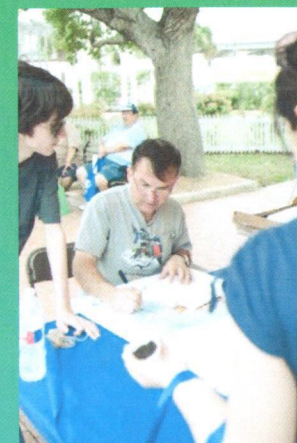
Earth Day-Bay Day 2014 poster artist Clemente Guzman III with Smiley Nava and Mayor Martinez



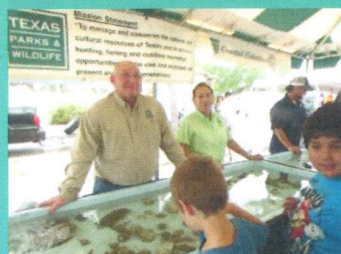
Sharon Bailey Lewis gives the invocation for the opening ceremonies



National Anthem singer – Samantha Grimaldi



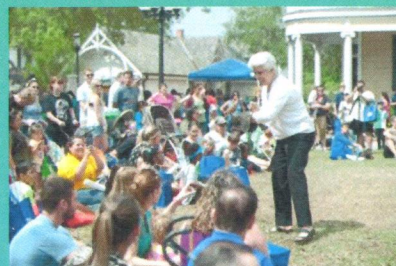
Clemente Guzman III – EDBD 2014 artist



TPWD touch tanks



Miller High School NJROTC presenting the flag



Mayor Nelda Martinez – Honorary Chair



TAMUCC Wetlands on Wheels



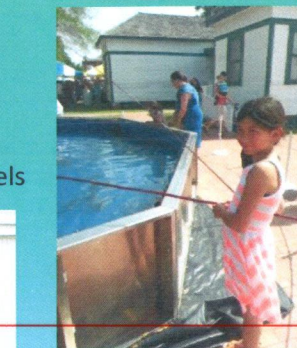
Handing out reusable bags



EDBD draws a tremendous crowd



A few of our exhibitors



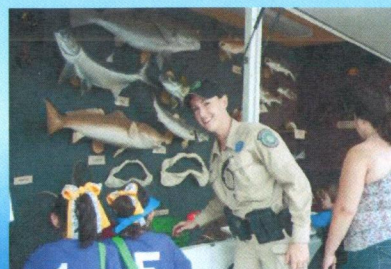
Catch & Release fishing tank



EDBD crowd enjoying presentations



One of our TERRIFIC top sponsors



TPWD law enforcement van



Some of our AWESOME volunteers at work



Earth Day-Bay Day 2014



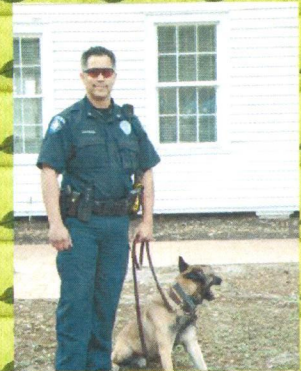
TPWD touch tanks



Beached sea turtle rescued that morning



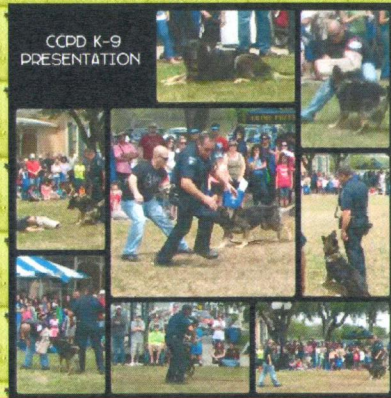
H-E-B gang enjoying the day!



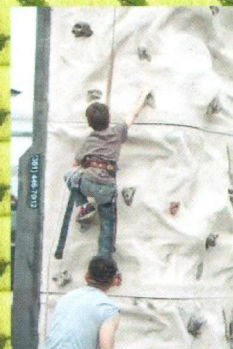
CCPD K9 Unit Demonstrations



Animal Care Services adoptable pups



Rock N Wall - Youth Odyssey



Mayor Nelda Martinez - Honorary Chair



Last Chance Forever



Surfrider Foundation - "Skip the Plastic"



TPWD "mystery" boxes