



## APPLICATION FOR THE Crete Carrier Room Grant

### **SECTION ONE: APPLICANT INFORMATION**

Name of Applicant/ Organization: Nebraska Commission on Latino-Americans

Contact: Maria Arriaga, Executive Director

Address: Sixth Floor, State Capitol, Lincoln, Nebraska 68509

Phone: 402-471-2791 E-mail: maria.arriaga@nebraska.gov

Description of Event: Nebraska Commission on Latino-Americans Quarterly Meeting

The meeting is open to the public.

\_\_\_\_\_

\_\_\_\_\_

Date and Time of Event: Saturday, November 16, 2024 | 8:30 am - 1:30 pm

City Sponsor/Advocate: Marilyn Schacht, Community Assistance Director

### **SECTION TWO: COMMUNITY PURPOSE**

Mission of the Event/Organization: The mission of the Nebraska Commission on Latino-Americans is

to serve as a link between the Nebraska State Government and the Hispanic/Latino Community.

\_\_\_\_\_

Community Served by the Organization: The residents of Crete, neighboring communities,

and the entire state of Nebraska.

\_\_\_\_\_

Population Served by the Event: \_\_\_\_\_

### **SECTION THREE: FINANCIAL NEED**

Please explain your need for assistance to rent the Crete Carrier Room: \_\_\_\_\_

The Nebraska Commission on Latino-Americans is requesting a scholarship to fund the expenses related to renting a venue for its quarterly meeting, as its financial resources are quite constrained.

The commission encounters difficulties due to other financial commitments, including travel costs for its commissioners, which exacerbate the budgetary limitations.

### **SECTION FOUR: GENERAL TERMS AND CONDITIONS**

If awarded, the requested funds will be paid to cover the fee and security deposit for use of the Crete Carrier Room. Any costs to clean or repair damage to the event space shall be billed to the grant recipient and must be paid upon receipt of an invoice from the City. The recipient must remain in good standing with the City of Crete to maintain eligibility for the grant.

By obtaining funds from the City of Crete, the recipient acknowledges acceptance of the terms and conditions of the award. The City of Crete may withdraw this grant if the event or the nature of the event changes and is determined to no longer fulfil the grant's purpose.

### **SECTION FIVE: APPLICANT CERTIFICATION**

#### **CERTIFICATION**

***I/WE CERTIFY THAT THE INFORMATION PROVIDED WITHIN THIS APPLICATION IS TRUE AND CORRECT AS OF THE DATE SHOWN BELOW. IN THE EVENT THAT CIRCUMSTANCES CHANGE BEFORE THE EVENT, I WILL, WITHIN TEN DAYS, NOTIFY THE CITY OF CRETE AND RE-SUBMIT MY APPLICATION.***

Signature: Marilyn Schach Date: 09-07-2024

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**CITY OF CRETE, NEBRASKA  
EVENT CONTRACT – COMMUNITY ROOM**

This agreement is entered into between the City of Crete, Nebraska ("City") and Nebraska Commission on Latino-Americans ("Lessee") upon the date of signature by both parties.

**AGREEMENT:**

In consideration of the mutual promises and understandings of the parties set forth below, the parties agree as follows:

- §1 Lessee shall be entitled to possess and use the Community Room and nearby restrooms ("Premises") located at 1515 Forest Avenue solely for the following event:

Event Description: Nebraska Commission on Latino-Americans Quarterly Meeting

Event Date & Time: November 16, 2024, 8:30am-1:30pm

Lessee may reserve the use of the kitchen facilities within the Premises for an additional fee.

Lessee shall not have exclusive use of the City's facilities and shall conduct its activities so as not to interfere with activities or business carried on by the City or any other person using the City's facilities.

- §2 Lessee shall pay a rental fee of \$25.00 per hour for the use of the Premises and shall provide a \$350.00 cash or credit security deposit. The City may require all or part of any fees, charges, or deposits to be paid at the time a reservation is made. Sales tax shall be required on all fees and charges paid to the City unless Lessee is a tax exempt entity. Such taxes shall be in addition to all amounts set forth herein.
- §3 Lessee may use the audio visual equipment that already exists in the Premises. The City shall set up and, if needed, operate the equipment for an additional charge of \$50.00 per hour.
- §4 Lessee may use the furniture that already exists in the Premises. The City shall make the requested number of tables and chairs available, and Lessee shall be responsible for setting up and arranging such furniture within the Premises.
- §5 Lessee shall be responsible for inspecting any equipment or furniture before its use and accepts any equipment it uses on an as-is basis. Equipment shall be returned in the same condition, and Lessee shall be responsible for any damage or loss to the equipment or furniture beyond reasonable wear and tear.
- §6 Lessee or their agent shall be present at the Premises at all times throughout the event. Lessee shall provide adequate and appropriate supervision of and is solely responsible for all persons invited to, participating in, or associated with the event, and Lessee further understands and acknowledges that all city facilities are under video surveillance for the protection of city property.
- §7 Lessee shall be responsible for fully cleaning the Premises after the event is over, which includes, but is not limited to, picking up and properly disposing of all garbage, wiping down all tables and chairs, removing any decorations, and vacuuming and moping the floors.
- §8 No smoking, tobacco products, paint, ink, explosive or flammable substances, or hazardous, toxic, or caustic chemicals are allowed in any of the City's facilities.
- §9 Lessee shall not dispense or allow the use or consumption of any alcoholic beverage in violation of any federal, state, or local law, rule, regulation, or policy. Alcoholic beverages of any kind are prohibited unless an Alcohol Use Rider has been executed by both parties and attached to this contract.
- §10 All personal property, including equipment, furniture, and fixtures, placed, kept, or left in the Premises shall be so done at the sole risk of Lessee. The City shall not be liable for any damage or loss caused by theft, burglary, water, fire, or any other cause occurring on or about the Premises.



§11 All uses of city facilities and services shall comply with any space usage or rental policies adopted by the City, which shall be incorporated herein by reference, and all federal, state, and local laws, rules, and regulations. Lessee shall be responsible for enforcing all such policies, laws, rules, and regulations on its agents, employees, and attendees.

§12 Lessee shall provide adequate accident liability insurance for the event. An adequate insurance policy shall be, at a minimum, an occurrence general liability policy in the amount of \$1,000,000 that names the City as an additional insured. A Certificate of Insurance must be submitted to the City prior to the scheduled event date.

§13 Lessee shall be responsible for and shall indemnify and hold the City harmless from any and all claims, demands, or actions made by any person for any loss or damage sustained based upon or arising out of the negligent or willful acts or omissions of Lessee, its employees, agents, invitees, or guests. Lessee shall have no right to indemnification or contribution from the City for any judgments rendered against it.

§14 In the event public use of the Premises is interrupted because of any act or regulation of a political entity, epidemics, natural disasters, or other cause beyond the control of either party, this contract may be suspended or terminated by either party without prior notice, and neither party shall be liable for such suspension or termination.

§15 The City's failure to insist upon the strict performance of any provision of this contract or to exercise any right based upon breach will not constitute a waiver of any rights herein. No custom or practice of the parties which varies from a term of this contract shall be a waiver of any party's right to demand exact compliance, and no conditions or provisions of this contract can be waived unless approved by the City in writing.

§16 This contract shall be governed by, construed according to the laws and regulations of, and subject to the jurisdiction of the State of Nebraska.

§17 This contract and any documents incorporated herein by reference or attached hereto constitute the entire agreement of the parties, and any representations or promises not contained within shall not be binding upon the parties.

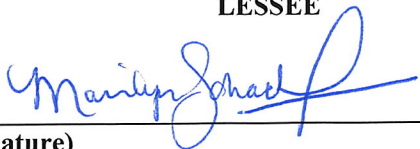
§18 This contract shall be binding upon and inure to the benefit of the parties and their respective successors, assigns, heirs, and legal representatives.

§19 This contract or any amendment to this contract may be signed in any number of counterparts; each of which will be considered an original, and all of which taken together will constitute one contract or amendment, as the case may be.

§20 Each section, paragraph, clause, sentence, and word of this contract is intended to be severable. If any part of this contract or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect the other portions of this contract that can be given effect without the invalid part.

#### ACCEPTANCE PROVISIONS.

The parties acknowledge they have read and understand this contract, they agree to its provisions, and that it will be effective on the date when both parties have signed.

CITY OF CRETE	LESSEE
By: _____ (Signature of Authorized Official)	By:  (Signature)
_____ (Typed or Printed Name/Title)	Marilyn Schacht (Typed or Printed Name)
_____ (Date)	10/07/2024 (Date)



# CRETE CARRIER COMMUNITY ROOM RENTAL

(150 Capacity)

## REQUEST FORM

Date of Event: November 16, 2024 Times of Event: 8am - 3pm  
Name: Nebraska Commission on Latino-Americans Phone #: 402-471-2791  
Address: Sixth Floor, State Capitol City State Zip: Lincoln, Nebraska 68509  
Type of Event: Quarterly Meeting - Open to public  
# of Round Banquet Tables: 0-12 \_\_\_\_\_ # of Rectangular Tables: 0-32 \_\_\_\_\_  
# of Chairs: 0-150 \_\_\_\_\_

☐ Check if using Kitchen

☐ Check if Audio/Visual Equipment Needed

### Fees:

Weekends & Holidays \$150.00/day

Weekday \$25.00/hour  
\$150.00/day

Audio/Visual \$50.00

Emergency Number: 402-381-8396

### Deposit:

\$350.00 Cash deposit

\$50.00 Hold date fee only (non-refundable)  
with remaining \$300 due before using facility

### Checklist

- ☒ Signed Contract
- ☐ Certificate of Insurance
- ☐ Alcohol – requires additional contract 4 weeks in advance

All events must end by 10pm central time and the renters must clean the event space and leave by 11pm central time.



# ABOUT THE COMMISSION

## OUR MISSION

Our Mission is to serve as a link between the Nebraska State Government and the Hispanic/Latino Community.

## OUR VISION

Our Vision is to empower the Hispanic/Latino Community through a proactive approach to issues that affect their access to education, social political, and economic opportunities in Nebraska.

## HISTORY

The Mexican American Commission was first established with the passage of LB1081 during the 1972 Legislature. On July 15, 2010, LB139 officially changed our name to the Nebraska Commission on Latino-Americans. The Commission is comprised of ten commissioners from across the State of Nebraska, one of which serves as the Governor's representative. Commissioners are selected by the Governor to represent the diversity of the Hispanic/Latino population in Nebraska. The Commission on Latino-Americans serves as a link between the Nebraska State Government and the Hispanic/Latino community. We assist our constituents through empowerment and referrals. Our office is located in the Nebraska State Capitol. This gives us the opportunity to be close to where the laws are being made. We are able to develop relationships with state lawmakers and can easily testify in favor of, or in opposition to, bills that would directly impact the Hispanic/Latino community. The Commission joins forces with other organizations to identify, and work to resolve, issues that affect Nebraska's Hispanic/Latino population. We support and promote annual events with many of these organizations to encourage education and inspire Hispanic/Latino youth.

## OUR COMMISSIONERS

**Maria Whitmore**

-Shelby

**Lali Sage**

-Lincoln

**Jaime Suarez**

-Omaha

**Marilyn Schacht**

-Crete

**Aida Evans**

-Hastings

**Leticia Rodriguez**

-madison

**Sandra Lopez**

-Omaha

**Adi Nancy Dobbins**

-North Platte

**Maria Arriaga**

-Executive Director

-maria.arriaga@nebraska.gov

**Lima Dora**

-Office Specialist

-dora.lima@nebraska.gov

**Ricardo Alcala**

-Marketing & Communications Specialist

-ricardo.alcala@nebraska.gov

## OUR STAFF



402.471.2791



## ADVOCACY IN ACTION

# Exploring Our Journey and Values

The Commission on Latino-Americans serves as a link between the Nebraska State Government and the Hispanic/Latino community. We assist our constituents through empowerment and referrals. Our office is located in the Nebraska State Capitol. This gives us the opportunity to be close to where the laws are being made. We are able to develop relationships with state lawmakers and can easily testify in favor of, or in opposition to, bills that would directly impact the Hispanic/Latino community.

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**NEBRASKA  
COMMISSION  
ON LATINO-  
AMERICANS**



## **OUR LOCATION**

### **Nebraska Commission on Latino-Americans**

Sixth Floor, State Capitol

P.O. Box 94965

Lincoln, NE 68509-4965

Phone: **402-471-2791**

Toll Free: **877-220-1250**

Fax: **402-471-4381**

## **CONNECT**

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## **NAVIGATION**

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Youth Summit

Get Involved

Contact



# QUARTERLY MEETING

NOVEMBER 16TH, CRETE, NE

CRETE PUBLIC LIBRARY. 1515 FOREST AVE, CRETE NE 68333

WE WILL BEGIN AT 9:00 AM AND ADJOURN NO LATER THAN 2:00 PM.



NEBRASKA  
COMMISSION  
ON LATINO-  
AMERICANS



# **REUNIÓN** **TRIMESTRAL**

**16 DE NOVIEMBRE, CRETE, NE**

**CRETE PUBLIC LIBRARY. 1515 FOREST AVE, CRETE, NE 68333.**

**COMENZAREMOS A LAS 9:00 A. M. Y FINALIZAREMOS A MÁS TARDAR  
A LAS 2:00 P. M.**



**NEBRASKA  
COMMISSION  
ON LATINO-  
AMERICANS**



## **SUPPORTING DOCUMENTATION**

Please attach copies of the following documents with your application (check all that apply). Failure to attach proper documentation may result in a delay in processing your application for assistance.

- ☒ Event Program or Invitation
- ☒ Documentation supporting the Mission of the Organization or Event.
- ☐ Copy(ies) of driver's license or other legal photo identification for individuals responsible for the event.
- ☐ Proof of Insurance
- ☒ Crete Carrier Room Rental Agreement

**Please mail or bring this signed application and required documents to:**

City of Crete  
243 E. 13<sup>th</sup> Street, PO Box 86  
Crete, NE 68333