





# Revenue Reporting Form Contact Information

## FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION

### Contact Information for Revenue Report



#### Florida Communities Trust Florida Forever Annual Revenue Report

**State Fiscal Year** July 1, 2023 through June 30, 2024  
year year

|                    |  |
|--------------------|--|
| FCT Project #:     | <u>00-001-FF1</u>                            |
| Project Site Name: | <u>My Favorite Park and Preserve</u>         |
| Recipient:         | <u>Compliant City Government</u>             |
| Key Contact Name:  | <u>Official Parks and Recreation Manager</u> |
| Address:           | <u>1234 Main Street</u>                      |
|                    | <u>City, Florida, Zip Code</u>               |
| Email:             | <u>First.Last Name@cityname.gov</u>          |





# Revenue Reporting Miscellaneous Products

## FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION

### Miscellaneous Product

#### Private Use

- Picnic Pavilion Rentals
- Field or Facility Rentals
- Leases
- Concessions
- Weddings

#### Public Use

- Parking/Entrance Fees
- Interpretive Programming/Events
- Grants or Donations
- Group Tours/Guided Hikes/Registration Fees
- Sponsorships/Memberships



# Revenue Reporting Submission Requirements

## FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION

### **Revenue Report Submission Requirements**

- FCT requires grantees to submit an annual revenue report by July 31<sup>st</sup>.
- This FCT revenue report is included in the annual report for the total amount of revenue generated for the Department of Environmental Protection.



# Approved Agreements / Leases / MOUs

## FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION

### FCT APPROVAL OF AGREEMENTS

- A written notice and information regarding any agreement or lease of any interest within the project site
- Submission of the draft agreement to FCT at least 60 days prior to the execution date
- Examples include: Leases, Concessions Agreements, Memoranda of Understanding



# Revenue Reporting Summary

## FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION

### FCT Revenue Report Summary

- Revenue Reports are due annually by July 31st for all FCT project sites.
- Complete revenue report form categories and descriptions with one total revenue amount in the last column and total at bottom.
- No reporting revenue also required to submit report with “No Revenue Generated” in description and \$0.00 as amount in last column and total at bottom.
- Submission of the draft agreement to FCT at least 60 days prior to the execution date (Ex.: leases, concession agreements, memoranda of understanding)