Attachment "B" (Page 1 of 16)

We Car		TOWN OF (CUTLEF	BAY	
utler Bay ci				D GRANT PROGRAM	
- Provide Lines	MINI-GR	ANT APPLIC	ATION	SCORING RUBRIC	
Agency Name: Project Name: Decc		emy Pare State N		Association (C.A. Program Field Tr	PA)
Priority Area (circle): 🤇	Education	nal Aesthet	ic (com	munity beautification)	
C	Environm	ental Cultu	ural S	ocial Services Other:	
Clear and Complete A					Y/N
Application complete with elements there were not pro				ist any application	X
(Required)					Y
Includes separate Letter of	Support (optional).			N
Does applicant provide pro	of of 501	(c)3 Tax Exen	npt Statu	us? (Required)	V
Grant request does not exce (Required)	eed \$2,50	0			Y
Proposed project targets read (Required)	sidents of	the Town of (Cutler B	ay.	Y
If any of the required catego the next application.	ries are no	ot provided, ple	ease set	this application aside and proc	ceed to
	NO (0)	Somewhat (3)	YES (5)	Score & Commen	
Is the project aligned with				The proyect is entreme	ly aligned
the Community Fund's			5	with the educationally and environmental pri	acsthelk
priority area(s)?)	preas of the communi	ty Fund
Does the proposal clearly				The proposal provide	s a clear

				CAR CARCENE INT VIOLTY		
priority area(s)?			\square	Greas of the community Fund		
Does the proposal clearly			-	The proposal provides a clear		
describe proposed			1h	timetrame and properly describes propused program.		
program/project?			\sim			
Is the method of strategy				The method of strategy for implementation is leasible as buses will be used to transact		
for implementation			5	implementation is reasible as		
feasible?				Fludents to educational activities		
Does the applicant provide			5	the applicant provides a clear evaluation plan as benefits of		
a clear evaluation plan?			C	success are masured at 6 aard & parent-methings		
T. (1, 1, 1,, 1,, 1				The Grant Cool Cotton 2 action		
Is the budget clear and		2		The Grant cipilication does not specify the cost eract cost		
aligned?		\supset		funds would cover		
			1	FOTIOS COULD COVER		
TOTAL SCORE:						
RECOMMEND FOR FUN	iding: 📐	YES	NO			
712/10						
DATE: 7/2/19						

Attachment "B" (Page 2 of 16)

	MINI-GRANT APPLICATION SCORING RUBRIC	
Agency Name:	COAST ACADEMY PARENT'S ASSOCIATION	
Project Name:	DEERING ESTATE NESTT PROGRAM FLELD TRIPS	
riority Area (o		
	Environmental Cultural Social Services Other:	
	mplete Application	Y/N
Application com lements there w		
Application com elements there w <i>Required</i>)	mplete Application applete with all checklist items included. List any application	
Application com elements there w (<i>Required</i>) (ncludes separate	mplete Application aplete with all checklist items included. List any application were not provided or incomplete:	Y/N
Application com elements there w (<i>Required</i>) Includes separate Does applicant p	mplete Application aplete with all checklist items included. List any application were not provided or incomplete: e Letter of Support (optional).	Y/N

	NO (0)	Somewhat (3)	YES (5)	Score & Comments
Is the project aligned with the Community Fund's priority area(s)?			5	
Does the proposal clearly describe proposed program/project?			5	
Is the method of strategy for implementation feasible?			5	
Does the applicant provide a clear evaluation plan?			5	
Is the budget clear and aligned?			5	

TOTAL SCORE: 25

RECOMMEND FOR FUNDING: X YES ____ NO

DATE: 7/2/2019

Attachment "B" (Page 3 of 16)

TOWN OF CUTLER BAY CUTLER BAY COMMUNITY FUND GRANT PROGRAM MINI-GRANT APPLICATION SCORING RUBRIC						
Agency Name: Coast Academy Parents Association (C.A.P.A.) Project Name: Dreing Exist NEDST Program Field Trip.						
Priority Area (circle): 🕚	Education	al Aesthet	<mark>ic (</mark> com	munity beautification)		
9	Environm	ental Cultu	ural S	ocial Services Other:		
Clear and Complete An Application complete with elements there were not pro-	all checkli	ist items inclu	ıded. Li	ist any application	Y/N	
(Required)					Y.	
Includes separate Letter of Does applicant provide pro			npt Statu	us? (Required)	n.	
Grant request does not exc (Required)	eed \$2,500)			y.	
Proposed project targets residents of the Town of Cutler Bay. (Required)						
If any of the required categories are not provided, please set this application aside and proceed to the next application.						
	NO (0)	Somewhat (3)	YES (5)	Score & Comr	nents	
Is the project aligned with the Community Fund's priority area(s)?			5	5- project aliens, arpets of ele Co Trund.	mity.	
Does the proposal clearly describe proposed program/project?			5	5- project is clear and extensive.	ly described	
Is the method of strategy for implementation feasible?			朝	1. The monod ap in pearisse and . of all middle-sa	shateour inclusive and gradess.	
Does the applicant provide a clear evaluation plan?			4	4 - Evoluntin in sendent participation		
Is the budget clear and aligned?			5	5- toudaget is all transpersature costs requested.	igned with as	
TOTAL SCORE:	3					
RECOMMEND FOR FUN		YES	NO			
DATE: July 2,201	9					



MINI-GRANT APPLICATION

APPLICATION CHECKLIST

Please initial below as confirmation that each of the required documents has been submitted with the application for review.

mf Cover Page
My Application Checklist
Copy of Organization Non-Profit Status Letter from IRS
List of Board Members, Director/Agency Head, Titles, Addresses, Phone Numbers
Evidence of Incorporation for State of Florida (<u>www.sunbiz.org</u>)
Letters of Support for the project (limit to three) <i>Optional</i>
Copy of the organization's Certificate of Insurance and/or a Letter of Indemnity
Crant request does not exceed \$2,500
Grant Application (1 original and 3 copies)
CERTIFICATION I certify that the information contained in this Application, including Budget and Attachments (supporting materials) are true and correct to the best of my knowledge. I understand that if information contained in this Application is found to be false or incorrect it may be cause for disqualification. Market of Authorized Representative President - Title
Completed applications, along with the required and supporting documentation, are to be delivered to:
Office of the Town Clerk ATTN: Cutler Bay Community Fund Town of Cutler Bay 10720 Caribbean Blvd. #105 Cutler Bay, FL 33189

13

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

Date: JUL 1 1 2016

COAST ACADEMY PARENT ASSOCIATION INC 9280 CARIBBEAN BLVD CUTLER BAY, FL 33157-0000 DEPARTMENT OF THE TREASURY

Employer Identification Number: 81-3108707 DEN: 26053589002226 Contact Person: CUSTOMER SERVICE ID# 31954 Contact Telephone Number: (877) 829-5500 Accounting Period Ending: May 31 Public Charity Status: 509(a)(2) Form 990/990-EZ/990-N Required: Yes Effective Date of Exemption: July 5, 2016 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. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordsceping, reporting, and disclosure requirements.

Letter 5436

List of Board Members

• President

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- o Ligeikis, Michelle
- o 305-496-9692
- **Executive Vice President**
 - o Romero-Lopez, Taymi
 - o 352-396-4844
- Treasurer / Secretary
 - o Hernandez, Giselle
 - o 305-970-4394
- VP of Volunteers and Grants
 - o Rivas, Nadia
 - o **786-399-3588**
- VP of Fundraising and Uniforms
 - Chavez, Imelda
 - o **786-261-5610**
- Historian
 - Dory Lum
 - o **786-205-0674**

Attachment "B" (Page 71 of 16)

Florida Department of State

E

DIVISION OF CORPORATIONS



Department of State / Division of Corporations / Search Records / Detail By Document Number /

Detail by Entity	Name
Florida Not For Profit Cor	
	ENT ASSOCIATION, INC.
Filing Information	
Document Number	N1400000168
FEI/EIN Number	81-3108707
Date Filed	01/06/2014
Effective Date	01/01/2014
State	FL
Status	ACTIVE
Last Event	AMENDMENT AND NAME CHANGE
Event Date Filed	06/20/2016
Event Effective Date	NONE
Principal Address	
19400 GULFSTREAM RD CUTLER BAY, FL 33157	
Mailing Address	
19400 Gulfstream Rd. CUTLER BAY, FL 33157	
Changed: 04/24/2018	
Registered Agent Name &	Address
Giraud, Javier	
3870 SW 137th Avenue	
Miami, FL 33175	
Name Changed: 04/24/20	18
Address Changed: 04/24/2	2018
Officer/Director Detail	*
Name & Address	
Title President	
Ligeikis, Michele	
19400 GULFSTREAM RD	
CUTLER BAY, FL 33157	
Title Executive Vice Presid	lent

http://search.sunbiz.org/Inquiry/CorporationSearch/SearchResultDetail?inquirytype=Entity... 6/11/2019

Attachment "B" (Page & of 16)

Romero-Lopez, Taymi 19400 GULFSTREAM RD CUTLER BAY, FL 33157

Title VP of Volunteers and Grants

Rivas, Nadia 19400 GULFSTREAM RD CUTLER BAY, FL 33157

Title Treasurer

Hernandez, Giselle 19400 GULFSTREAM RD CUTLER BAY, FL 33157

Title Secretary

Hernandez, Giselle 19400 GULFSTREAM RD CUTLER BAY, FL 33157

Title VP of Fundraising and Uniforms

Chavez, Imeida 19400 Gulfstream Rd. CUTLER BAY, FL 33157

Title Historian

Lum, Dory 19400 Gulfstream Rd. CUTLER BAY, FL 33157

Annual Reports

Report Year	Filed Date
2017	04/20/2017
2018	04/24/2018
2019	04/30/2019

Document Images

04/30/2019 - ANNUAL REPORT	View image in PDF format
04/24/2018 ANNUAL REPORT	View image in PDF format
04/20/2017 ANNUAL REPORT	View image in PDF format
06/20/2016 - Amendment and Name Change	View image in PDF format
05/05/2016 - ANNUAL REPORT	View image in PDF format
04/30/2015 ANNUAL REPORT	View image in PDF format
03/10/2015 Revocation of Dissolution	View image in PDF format
01/07/2015 VOLUNTARY DISSOLUTION	View image in PDF format
01/06/2014 – Domestic Non-Profit	View image in PDF format

Attachment "B" (Page 9 of 16)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE FOLICIES "LOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED "PRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER." IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(les) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s). PRODUCER CONTACT Robert V. Nuccio R.V. Nuccio & Associates insurance Brokers, Inc. 10148 Riverside Drive Toluca Lake, CA 91602 Statement on this certificate company (800) 364-2433 FAX (MAE, Note. (818) 980-159 INSURED Coast Academy Parent Association, Inc 19400 GULFSTREAM RD CUTLER BAY, FL 33157 Insurers c. INSURER c. INSURER c. INSURER c. INSURER c. INSURER c. Insurers c. INSURER c. INSURER c. Insurers c. INSURER c. INSURER c. INSURER c. INSURER c. INSURER c. INSURER c. CERTIFICATE NUMBER: CERTIFICATE NUMBER: THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY PECTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIED HEREIN IS SUBJECT TO ALL THE TERMS, CERTIFICATE MAY BE ISSUED OR MAY PECTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIED HEREIN IS SUBJECT TO ALL THE TERMS, CERTIFICATE MAY BE ISSUED OR MAY PECTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIED HEREIN IS SUBJECT TO ALL THE TERMS, CERTIFICATE MAY BE ISSUED OR MAY PECTAIN, THE INS	ACORD [®] CER	RTIF	ICATE OF LI	ABILI	'Y I	NSUR	ANCE	DA	TE (NM/DD/YYYY)
the terms and conditions of the policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lisu of such endorsement(s). StatAct PRODUCER R.V. Nuccio & Associates insurrance Brokers, inc. StatAct 10148 Riverside Drive Toluca Lake, CA 91602 Image: Support(@rvnuccio.com Heurez Image: Support(@rvnuccio.com Image: Support(@rvnuccio.com Neurezo Image: Support(@rvnuccio.com Image: Support(@rvnuccio.com Neurezo Image: Support(@rvnuccio.com Image: Support(@rvnuccio.com Coast Academy Parent Association, Inc Image: Support(@rvnuccio.com Image: Support(@rvnuccio.com 19400 GULFSTREAM RD Image: Support(@rvnuccio.com Image: Support(@rvnuccio.com Image: Support(@rvnuccio.com COVERAGES CERTIFICATE NUMBER: Image: Support(@rvnuccio.com Image: Support(@rvnuccio.com This Is To CERTEY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ASOVE FOR THE POLICY PERIOD THE INSURACE AFFORED BY PAID CLAINS. REVISION NUMBER: The support @rvnucci.com Image: Support @rvnucci.support @rvnucci.suppo	ELOW. THIS CERTIFICATE OF I	ATIVEL	Y OR NEGATIVELY AME INCE DOES NOT CONSTI	ND, EXTEND TUTE A CON	OR AL	TER THE C	OVERAGE AFFORDE	D BY T	IOLDER. THIS
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H. V. Nuccio & Associates insurance Brokers, Inc. Intel® Reviside Drive	certificate holder in lieu of such ende	orseme	nt(s).						-
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MINI-GRANT APPLICATION

Coast Academy Pa	arents Association (CAPA)
PO BOX 57109	9
MIAMI, FL 33157	
305-496-9692	Fax #:
CAPACOAST@GMAIL0	СОМ
https://www.instagram	m.com/coast_parent_association/
Michelle Ligeikis T	itle: CAPA President
	PO BOX 57109 MIAMI, FL 33157 305-496-9692 CAPACOAST@GMAILO https://www.instagram

ORGANIZATION INFORMATION

Is the organization incorporated? Yes ⊠ No □ FEIN#: 81-3108707

Does the organization have 501(c)(3) Tax Exemption Status? Yes 🐺 No □

Does the organization have a Board of Directors? Yes oxtimes No \Box

If yes, provide a list of your current board members with your application.

Total # of Board Members: <u>6</u> # of Staff: <u>0</u> # of Volunteers: <u>50</u>

Does your organization carry Liability Insurance? Yes ⊠ No □ Amount: \$1,000,000.00

PROPOSAL INFORMATION

Program/Project Name: <u>Deering Estate NESTT Program Field Trips</u>

List Specific Town Priority Area that will be addressed if funded: Education, Aesthetics and Environmental

Target Age Group: <u>11-15</u> # of Residents To Be Served: <u>approx</u> 50+

Amount of Request \$: 2,500 Total Program/Project Cost: \$13,000

Source(s) of Additional Funding: Fundraising through CAPA

Has your organization received previous funding from the Town: Yes 🛽 No \Box .

If yes, please List Amount:

Funded \$: \$2,500 Year: 2018 # of Residents Served: approx 50+

Please provide a brief summary of the Previous Project Funded:	Deering Estate NESTT Program Field Trips
This funding went to the transportation cost to get the students	

Authorized Signature of Board Chair/Executive Director: $\frac{2}{3}$ Y Y V-

Date: <u>06 / 11 / 2019</u>

P	age	1



MINI-GRANT APPLICATION

1. ORGANIZATION BACKGROUND INFORMATION (no more than 1 page)

• Give an overview of the agency mission and history.

2. PROJECT DESCRIPTION (no more than 2 pages)

• Give a general overview of the project. Why is the project needed? Who will you serve and how will they benefit? How will the community benefit from your project? Other agencies or organizations involved in the project?

3. METHOD OR STRATEGY FOR IMPLEMENTATION (no more than 1 page)

• Describe the activities to achieve objectives. Who will be responsible for the overall project? What staff will be involved? Time frame for implementing the project.

4. EVALUATION OF THE PROJECT (no more than 1/2 page)

How will you measure success or benefits? (i.e. attendance, surveys, pre and post-tests, etc.)

1. ORGANIZATION BACKGROUND INFORMATION

COAST Academy Parent Association (CAPA) started in 2014. It began as a small group of parents that wanted to organize and help with the students in the COAST Marine Science Magnet at Cutler Bay Middle School.

The mission of the COAST Academy is the advancement of marine and environmental conservation through scientific research, literacy, and mathematics education, leading to responsible stewardships and the sustainability of our natural marine resources. The students work with environmental researchers at various local agencies.

The mission of CAPA is to help and support the students, as well as the teacher, in the COAST magnet. CAPA is responsible for raising funds for the students endeavors throughout the community to protect and serve our natural marine resources. CAPA also uses funds to financially support the classroom with needed supplies, for both the students and the marine tanks in the classroom. We hold events throughout the school year to promote the students, their education, and their cause. Parent volunteers give countless hours of time toward the benefit of the students and our community.

2. PROJECT DESCRIPTION

COAST Academy Parent Association (CAPA) is funding the travel expenses for the students in the COAST Marine Science Magnet at Cutler Bay Middle School to the Deering Estate NESTT Program.

The Nurturing Environmental Stewards of Today and Tomorrow (NESTT) Program at Deering is offered during the school year, bringing best practices to teach and serve the students. By means of a science-based curriculum for studies in ecology, biology, marine biology, geology, archeology, and environmental science, the NESTT Program's primary goal is to educate community members, particularly youth, about preserving our biodiversity through environmental stewardship, environmental sustainability, and overall resource management. Ultimately, to conserve and preserve the life sustaining resources of our planet.

Every week for thirty weeks during the academic school year, the COAST Marine Science Magnet students will receive instruction from the Deering Estate at Cutler Education and Interpretive Staff, which includes field study and lab trips to apply many of the science, math, and reading topics learned during each week's curriculum unit. The lessons and activities correlate to Department of Education standards of Learning and the Florida Comprehensive Assessment Test objectives.

The students travel to the Deering Estate at Cutler every week which requires the use of a private bus company. Without the funds for the bus service, provided by COAST Academy Parent Association, most of the students would not be able to participate in such an educationally relevant activity.

As parents wishing to contribute and help our children, our community, and our environment, we seek to fund most of the transportation and travel for the students to Deering Estates and Cutler.

3. METHOD OR STRATEGY FOR IMPLEMENTATION

The activities to achieve the objectives of the project are participation in required lessons, hands-on activities, and labs while taking part in the program. Each week different topics, objectives, and activities are focusing on which covers much of the yearly standards for sixth, seventh, and eighth grade science student.

Topics and activities focus on weather, water cycles, marine biology, pollution, water quality, animal adaptations, and physical oceanography. Students participate in classroom lessons, labs, and outdoor activities like kayaking to fully understand, incorporate, and generalize their learning.

The overall project is overseen by the Nurturing Environmental Stewards of Today and Tomorrow (NESTT) Program Education and Interpretive staff, as well as the COAST Marine Science Magnet teachers. Each week the COAST teachers attend, with the students, along with COAST Academy Parent Association volunteers to chaperone the trips.

4. EVALUATION OF THE PROJECT

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Benefits and success of the program will be measured by the attendance of the students on a weekly basis to the NESTT Program at Deering Estates at Cutler. Teacher feedback to CAPA is given on a monthly basis at board meetings and parent meetings.



MINI-GRANT APPLICATION

5. BUDGET INFORMATION

Please fill in information as requested.

PROPOSED PROJECT BUDGET				
ITEM	GRANT REQUEST	OTHER FUNDS/INKIND	JUSTIFICATION,	
Personnel				
Consultants				
Supplies				
Equipment				
Travel	\$2,500		Allows students to attend NESTT	
Printing				
Other/specify				
FOTAL				
	Grant req	juest must not exceed \$2,	500	