



**Attn: Cutler Bay Community Fund  
Office of the Town Clerk  
Town of Cutler Bay  
10720 Caribbean Blvd. #105  
Cutler Bay, Florida 33189**

**Village Church Miami respectfully requests a grant of \$2,500 for our Village Backpack Program.**

**Village Church started in Cutler Bay, FL at Cutler Bay Middle School, and it is led by Pastor John Michael Gibson and his wife, Brittany. They both moved to Cutler Bay from South Carolina and have a heart for coming alongside the city to help with initiating change and creating a better community with each passing day.**

**We have designed and implemented an active program where our homeless and displaced students will have 7 meals that they can take home with them every weekend inside of a backpack. We call this mission our "Backpack Program". Together we believe that this program will change the way that students in need perceive school, increase test scores, and their overall mood and outlook on life. By receiving this grant, we can add more students to the program.**

**Thank you for your consideration of our request. Should you have any questions, please feel free to contact Stacey Tabor, our admin assistant, at [admin@myvillage.cc](mailto:admin@myvillage.cc).**

**Sincerely,**

**John Michael Gibson  
Pastor of Village Church Miami, Inc.  
ENCLOSURE**



## TOWN OF CUTLER BAY

CUTLER BAY COMMUNITY FUND GRANT PROGRAM  
MINI-GRANT APPLICATION**APPLICATION CHECKLIST**

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



COVER PAGE



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

Letters of Support for the project (limit to three (3)) (OPTIONAL)



Copy of the organization's Certificate of Insurance and/or a Letter of Indemnity



Grant 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.

Signature of Authorized Representative

Date

Title

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

DEPARTMENT OF THE TREASURY

Date: JUL 02 2019

VILLAGE CHURCH MIAMI INC  
1218 MARETT RD  
PENDLETON, SC 29670

Employer Identification Number:  
83-0797844  
DLN:  
17053022329049  
Contact Person:  
DEL TRIMBLE ID# 31309  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
December 31  
Public Charity Status:  
170(b)(1)(A)(i)  
Form 990/990-EZ/990-N Required:  
No  
Effective Date of Exemption:  
June 26, 2018  
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.

-2-

VILLAGE CHURCH MIAMI INC

Sincerely,

A handwritten signature in dark ink, appearing to read "Stephen A. Martin". The signature is written in a cursive, slightly slanted style.

Director, Exempt Organizations  
Rulings and Agreements

List of Trustees – Village Church Board

1. Name: Brittany Gibson  
Title: Trustee  
Address: 8640 SW 212 St Apt 206, Cutler Bay, FL 33189  
Phone: 864-561-5634
2. Name: Jeremy Pressley  
Title: Trustee  
Address: 446 North 4th Street, Lake Wales, FL 33853  
Phone: 864-437-7320
3. Name: Scott Tabor  
Title: Trustee  
Address: 7350 SW 89 ST Apt 1109, Miami, FL 33156  
Phone: 305-218-8315

**2019 FLORIDA NOT FOR PROFIT CORPORATION REINSTATEMENT**

DOCUMENT# N18000007044

Entity Name: VILLAGE CHURCH MIAMI, INC.

**Current Principal Place of Business:**8640 SW 212TH ST  
APT 206  
CUTLER BAY, FL 33189**Current Mailing Address:**8640 SW 212TH ST  
APT 206  
CUTLER BAY, FL 33189 US

FEI Number: 83-0797844

Certificate of Status Desired: No

**Name and Address of Current Registered Agent:**MICHAEL GIBSON, JOHN  
8640 S.W. 212TH ST  
APT 206  
CUTLER BAY, FL 33189 US*The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.*

SIGNATURE: JOHN MICHAEL GIBSON

11/08/2019

Electronic Signature of Registered Agent

Date

**Officer/Director Detail :**

Title	P, S
Name	MICHAEL GIBSON, JOHN
Address	8640 S.W. 212TH ST APT 206
City-State-Zip:	CUTLER BAY FL 33189

Title	VP
Name	PRESLEY, JEREMY
Address	412 DAVIS RD
City-State-Zip:	LIBERTY SC 29657

Title	D
Name	TABOR, STACEY
Address	7350 SW 89 STREET 1109
City-State-Zip:	MIAMI FL 33156

I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am an officer or director of the corporation or the receiver or trustee empowered to execute this report as required by Chapter 617, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.

SIGNATURE: JOHN MICHAEL GIBSON

MR

11/08/2019

# **INSURANCE BINDER CRUSADER® II MULTI-PERIL POLICY**

This binder is a temporary insurance contract, subject to the conditions. This Company is bound to:

**Named Insured:** VILLAGE CHURCH MIAMI INC

**Address:** 19400 GULFSTREAM RD

**City:** CUTLER BAY **County:** MIAMI-DADE **State:** FL **Zip:** 33157-8699

and all legal representative(s) for 30 days from: 09/01/2019 to 10/01/2019 effective at 12:01 a.m. Standard Time at the named insured address listed above, to the following described property while located and contained as described herein.

## **PROPERTY COVERAGE PART**

**Loc: Bldg:**

- ☐ Automatic Increase in Insurance  
☐ Agreed Value

**Occupancy:**  
**Street Address:**

**Limits:** Building: \$ 0  
Personal Property Owned  
by the Named Insured \$ 0  
Clergy Business P.P.: \$ 0

**City:**  
**State:** Zip:

Additional Coverages or Amendments:

**Mortgageholder, Loss Payee, Additional Insured (General Liability):**

**Name:** SCHOOL BOARD OF MIAMI DADE COUNTY

**Address:** 1450 NE 2ND AVENUE

**City:** MIAMI **State:** FL **Zip:** 33132-1308

**Financial Reference:** ADDITIONAL INSURED

## **GENERAL LIABILITY COVERAGE PART**

	<b>Limit of Insurance</b>
General Aggregate Limit (Other than Products-Completed Operations and Sexual Misconduct or Sexual Molestation)	\$ 3,000,000
Products-Completed Operations Aggregate Limit	\$ 1,000,000
Each Occurrence Limit - (Bodily Injury and Property Damage Combined)	\$ 1,000,000
Personal and Advertising Injury Limit (Combined)	\$ 1,000,000
Medical Expense Limit - Any one person (other than Sexual Misconduct or Sexual Molestation)	\$ 10,000
Property Damage Legal Liability - Any one occurrence	\$ 1,000,000
Sexual Misconduct - Sexual Molestation Limit (Combined) All Locations and Operations	
Each Claim Limit	\$ 50,000
Aggregate Limit	\$ 150,000
Sexual Misconduct or Sexual Molestation Medical Expense Limit	
Any One Person	\$ 10,000
Aggregate	\$ 50,000
Legal Defense Coverage Limit	
Each Defensible Incident Limit	\$ 5,000
Aggregate Limit	\$ 15,000
Catastrophic Violence Response	
Per Person Limit	\$ 50,000
Each Violent Incident Limit	\$ 300,000
Violent Incident Aggregate Limit	\$ 300,000

Additional Coverages or Amendments:

Loc/Bldg: 001/001 ADDITIONAL INSURED 22203

Church Mutual Insurance Company 3000 Schuster Lane Merrill, WI 54452 Tel. (800) 554-2642

**CRIME COVERAGE PART**

<b>Loc: Bldg:</b>		<b>Special Coverage Days</b>
Church Theft of Money and Securities	\$ 0	(Money and Securities only)
Church Theft of Property (Excluding Builders' Risk)	\$ 0	1)
Deductible - Church Theft	\$	2)
Schedule Bond Coverage	\$ 0	3)
Blanket Bond Coverage	\$ 0	

Additional Coverages or Amendments:

**INLAND MARINE COVERAGE PART**

Special Scheduled Property Coverage Form (Attached Schedule of Items)	Deductible	\$
Maintenance and Mobile Equipment Coverage Form (Attached Schedule of Items)	Deductible	\$
Inland Marine Builders' Risk Coverage Form (Attached Schedule)	Deductible	\$

Additional Coverages or Amendments:

**PROFESSIONAL LIABILITY COVERAGE PART**

Counseling Professional Liability Limit	\$ 1,000,000 each claim	\$ 3,000,000 aggregate
Health Care Professional Liability Limit	\$ 0 each claim	\$ 0 aggregate

Additional Coverages or Amendments:

**HIRED AND NONOWNED AUTOMOBILE LIABILITY COVERAGE PART - EXCESS INSURANCE**

Liability Coverage Limit	\$ 0	each occurrence	\$ 0	aggregate
Medical Expense Coverage Limit	\$ 0	any one person	\$ 0	aggregate

Additional Coverages or Amendments:

CONDITIONS: This Company binds the kind(s) of insurance stipulated above. This insurance is subject to the terms, conditions and limitations of the policy in current use by the Company. This binder may be cancelled by the Insured by surrender of this binder or by written notice to the company stating when cancellation will be effective. This binder may be cancelled by the Company by notice to the Insured in accordance with the policy conditions. This binder is cancelled when replaced by a policy. If the binder is not replaced by a policy, the Company is entitled to charge a premium for the binder according to the rules in use by the Company.

Dated at: Merrill, WI this 12 day of August, 2019


  
agent

Div. Agt No. 07-706





## TOWN OF CUTLER BAY

CUTLER BAY COMMUNITY FUND GRANT PROGRAM  
MINI-GRANT APPLICATION

**Organization Name:** VILLAGE CHURCH MIAMI  
**Mailing Address:** 8640 SW 212 STREET APT 206  
**City/State/Zip Code:** CUTLER BAY / FL / 33189  
**Phone#:** 864-642-7130 **Fax #:** \_\_\_\_\_  
**E-mail Address:** admin@myvillage.cc  
**Website Address:** www.myvillage.cc  
**Name of Contact Person:** Stacy Tabor **Title:** ADMIN ASSISTANT

**ORGANIZATION INFORMATION**

Is the organization incorporated? Yes ☒ No ☐ FEIN#: 83-0797844

Does the organization have 501(c)(3) Tax Exemption Status? Yes ☒ No ☐

Does the organization have a Board of Directors? Yes ☒ No ☐

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

Total # of Board Members: 3 # of Staff: 2 # of Volunteers: 25

Does your organization carry Liability Insurance? Yes ☒ No ☐ Amount: 1 MM

**PROPOSAL INFORMATION**

Program/Project Name: VILLAGE BACKPACK PROGRAM

List Specific Town Priority Area that will be addressed if funded: CUTLER BAY

Target Age Group: 10-13 # of Residents To Be Served: 35

Amount of Request \$: 2,500 Total Program/Project Cost: \$4,000

Source(s) of Additional Funding: DONATIONS

Has your organization received previous funding from the Town: Yes ☐ No ☒

If yes, please List Amount:

Funded \$: \_\_\_\_\_ Year: \_\_\_\_\_ # of Residents Served: \_\_\_\_\_

Please provide a brief summary of the Previous Project Funded: \_\_\_\_\_

Authorized Signature of Board Chair/Executive Director: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_



**TOWN OF CUTLER BAY**  
**CUTLER BAY COMMUNITY FUND GRANT PROGRAM**  
**MINI-GRANT APPLICATION**

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

- Give an overview of the agency mission and history.

SEE ATTACHED

**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?

SEE ATTACHED

**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.

SEE ATTACHED

**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.)

SEE ATTACHED

## **1. Organization Background Information**

Village Church is a community of real and authentic believers who value loving God and loving one's neighbors above all else. We realize that we all fall short of God's standards daily, so we don't pretend to be perfect. We talk about real life issues and how the word of God applies to those issues. We are a community that wants to do life with the people of Cutler Bay and impact those lives for the betterment and growth of the community. Village Church started in Cutler Bay, FL at Cutler Bay Middle School, and it is led by Pastor John Michael Gibson and his wife, Brittany. They both moved to Cutler Bay from South Carolina and have a heart for coming alongside the city to help with initiating change and creating a better community with each passing day.

We had our first gathering in August 2019 and have been striving to impact the lives of all community members since that time. Part of what makes us so successful at reaching our community is not just our gatherings but our community outreach. We provided breakfast for all of the students at Cutler Bay Middle School on the first day of school, hosted free ice cream nights for the community, and helped raise finances for twenty-three local families that were displaced during an apartment fire right here in Cutler Bay.

Some of our most memorable community outreach moments have been, a public Thanksgiving dinner, a Christmas party for special needs students in Cutler Bay, and feeding the staff and students at Cutler Bay Middle School. Our goal now is to extend our reach one step further and make sure that no student goes home hungry. We have designed and implemented an active program where our homeless and displaced students will have 7 meals that they can take home with them every weekend inside of a backpack. We call this mission our "Backpack Program". By receiving this grant, we believe that this program will change the way that students in need perceive school, increase test scores, their overall mood and outlook on life, and better the community of Cutler Bay as a whole.

## 2. Project Description

The "Backpack Program" is designed to meet the needs of students in poverty on a weekly basis by filling the backpack with 7 meals that students can take home every Friday. The students are expected to take care of the backpack, consume the meals over the weekend, and return the backpack Monday morning. We will use a check-in/check-out system in order to have accountability for the backpacks. We provide seven meals so that students can have two breakfast items, two lunch items, and three dinners. This ensures students do not go hungry while away from school. This is key since they don't receive school lunch during weekends. We step in and fill that gap. We also include 2 sets of snack items in the backpack as well to supplement the meals. We have set up a food station to store items, fill backpacks, and distribute them on Fridays. We have been actively running about 30-40 students per week, and we have plans for growth through this continued support.

The project is needed at Cutler Bay Middle School because we have encountered that there are many homeless and displaced students that attend this school. These students carry a vast amount of needs. They include, but are not limited to, emotional support, guidance, increased assistance in their educational journey, and a dependable source of food. We believe that through this program we can tackle these needs, specifically the latter. There are too many students that are going hungry and have no dependable source of nutrition over the weekend. The program is also needed because these students will now be receiving healthy food which will help them feel better and help their bodies grow stronger. Carrying out this initiative today will help develop these students into the leaders this community needs tomorrow.

Our main target that we are looking to serve is the aforementioned homeless and displaced students of Cutler Bay Middle School. We feel a strong sense of urgency to reach them and make sure that they are well fed and supported. This program will benefit students by allowing them to be

### 3. Method or Strategy for Implementation

The best part of the "Backpack Program" is that we have already begun to successfully operate. At this point, we have been operating for three weeks. We have designed a great strategy for implementing this program and having it be successful in the long run. The support for this grant will ensure that we are able to impact more students for a longer period of time. Village Church will be responsible for the overall management of the program, purchasing and distributing of goods, internal management, community involvement, and relationship development.

The individuals volunteering for this program will be Pastor John Michael Gibson, Andy Iglesias, Marco Antonio Gonzalez, and Stephanie Velasco, and we each have a vital role in the program. Mr. Gibson is the founder of the program and will oversee all operations. Mr. Iglesias will be hands on purchasing the goods, packaging the backpacks for distribution, and be the point of contact for communications between Village Church, the students, and Cutler Bay Middle School. Mr. Gonzalez will handle the administrative side; making sure that we have proper meal plans that meet our guidelines and proper inventory management. He will also handle all internal processes and paperwork, such as but not limited to directories, time sheets, and other types of community aid and partnerships. Ms. Velasco is employed by MDCPS, and helps identify the students who could benefit from the program, in connection with the guidance department. She sets up meetings with the students so that we can give them meals and communicate with them about the structure of the program. This allows us to have a steady influx of students and scale our growth. We believe that this is a very intuitive and stable system that can guarantee long term success for the program and most of all, a great benefit for the community and students of Cutler Bay. We look forward to growing and expanding our operation through this grant.

#### **4. Evaluation of the Project**

We have a variety of ways to measure the success of the “Backpack Program” that will be vital to its continued support and growth. Our goal is to see the students overall mental, emotional, and physical health to improve through this program. We realize that food is a major contributor to all of those areas of a students’ lives. We believe that through the program we will show an increase in overall happiness of the child, improved focus at school, and improvement in the classroom. We will follow up with the school employee in charge of the displaced/homeless students to see how the children are positively affected by the program. Through the combination of both internal and external data, we will analyze all areas of the program and develop areas of improvement as we go. We believe that this model is scalable and can be grown to the point where we are assisting other schools in the Cutler Bay community.



**TOWN OF CUTLER BAY**  
**CUTLER BAY COMMUNITY FUND GRANT PROGRAM**  
**MINI-GRANT APPLICATION**

### 5. BUDGET INFORMATION

**A. Please fill in information as requested.**

PROPOSED PROJECT BUDGET			
ITEM	GRANT REQUEST	OTHER FUNDS/INKIND	JUSTIFICATION
Personnel			
Consultants			
Supplies	2,500		COST OF FOOD + BACKPACKS
Equipment			
Travel			
Printing			
Other/specify			
TOTAL	2,500		
Grant Request does not exceed \$2,500.			





## TOWN OF CUTLER BAY

**CUTLER BAY COMMUNITY FUND GRANT PROGRAM  
MINI-GRANT APPLICATION SCORING RUBRIC**

Agency Name: \_\_\_\_\_

Project Name: \_\_\_\_\_

Priority Area (circle): Educational    Aesthetic (community beautification)

Environmental    Cultural    Social Services    Other: \_\_\_\_\_

Clear and Complete Application	Y/N
Application complete with all checklist items included. List any application elements there were not provided or incomplete: _____ (Required)	
Includes separate Letter of Support (optional).	
Does applicant provide proof of 501(c)3 Tax Exempt Status? (Required)	
Grant request does not exceed \$2,500 (Required)	
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 & Comments
Is the project aligned with the Community Fund's priority area(s)?				
Does the proposal clearly describe proposed program/project?				
Is the method of strategy for implementation feasible?				
Does the applicant provide a clear evaluation plan?				
Is the budget clear and aligned?				

TOTAL SCORE: \_\_\_\_\_

RECOMMEND FOR FUNDING: \_\_\_\_ YES \_\_\_\_ NO

DATE: \_\_\_\_\_





## TOWN OF CUTLER BAY

CUTLER BAY COMMUNITY FUND GRANT PROGRAM  
MINI-GRANT APPLICATION SCORING RUBRIC

Agency Name: \_\_\_\_\_

Project Name: \_\_\_\_\_

Priority Area (circle): Educational    Aesthetic (community beautification)

Environmental    Cultural    Social Services    Other: \_\_\_\_\_

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	NO (0)	Somewhat (3)	YES (5)	Score & Comments
Is the project aligned with the Community Fund's priority area(s)?				
Does the proposal clearly describe proposed program/project?				
Is the method of strategy for implementation feasible?				
Does the applicant provide a clear evaluation plan?				Evaluation plan is vague, does not clearly demonstrate a well-developed plan of how success and sustainability of program and its overall impact will be measured.
Is the budget clear and aligned?				

TOTAL SCORE: \_\_\_\_\_

RECOMMEND FOR FUNDING: \_\_\_\_ YES \_\_\_\_ NO

DATE: \_\_\_\_\_



## TOWN OF CUTLER BAY

CUTLER BAY COMMUNITY FUND GRANT PROGRAM  
MINI-GRANT APPLICATION SCORING RUBRIC

Agency Name: \_\_\_\_\_

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Is the method of strategy for implementation feasible?				
Does the applicant provide a clear evaluation plan?				
Is the budget clear and aligned?				

TOTAL SCORE: \_\_\_\_\_

RECOMMEND FOR FUNDING: \_\_\_\_ YES \_\_\_\_ NO

DATE: \_\_\_\_\_