



# Town of Cutler Bay

Town Hall  
10720 Caribbean Blvd  
Cutler Bay, FL 33189

## Memorandum

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**File #:** Item # 2019-138, **Version:** 1

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### MEMORANDUM

**To:** Honorable Mayor and Town Council

**From:** Rafael G. Casals, ICMA-CM, CFM, Town Manager

**Date:** July 17, 2019

**Re:** Resolution awarding grant funding to:  
COAST Academy Parent Association (CAPA)  
DEEP Foundation, Inc.  
Cutler Bay Senior High School

### RESOLUTION

**A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, APPROVING AN AWARD OF \$7,500.00 IN GRANT FUNDING FROM THE CUTLER BAY COMMUNITY FUND TO SUPPORT LOCAL NOT-FOR-PROFIT ORGANIZATIONS IN FURTHERING THE EDUCATIONAL DEVELOPMENT OF THE TOWN'S YOUTH; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

### BACKGROUND

On July 17, 2013, the Town of Cutler Bay ("Town") entered into an agreement with the Miami Foundation to establish the "Cutler Bay Community Fund." This donor advised fund allows the Town to support non-profit organizations that serve Cutler Bay residents. The mission of the Cutler Bay Community Fund *"is to support nonprofit organizations that endeavor to improve the life of residents in the Town of Cutler Bay through educational, aesthetic (community beautification), environmental, cultural, social services and other philanthropic programs and services."* As of May 31, 2019, the Cutler Bay Community Fund has accumulated a total of \$33,505.44 (*Attachment "A"*).

The Town accepts grant applications throughout the year and reviews the applications quarterly. For the funding cycle that ended June 2019, the Town received a total of three (3) funding requests. A review panel consisting of three (3) Town employees reviewed the funding requests and found that all of the projects are aligned with the Cutler Bay Community Fund's strategic plan primarily under the *"Education"* service category. The *"Education"* service category aims to impact student achievement by supporting 501(c)(3) organizations that serve both children and youth, from the time they enter daycare to completing twelfth (12th)

grade that reside in or attend schools in the Town.

Activities include but are not limited to: out-of-school programs, STEM (Science, Technology, Engineering and Mathematics) education, educational field trips, teacher incentive programs, curriculum enhancement/development activities, educational equipment/supplies, personal safety/prevention activities (anti-bullying, distracted driving awareness, abuse prevention), parenting skills training, life skills training, civic engagement, and college/career preparation.

The funding requests are as follows: (*Attachment “B”*)

Requesting Agency	Amount of Request	Total Project Cost	Purpose
COAST Academy Parent Association (CAPA)	\$2,500.00	\$2,500.00	CAPA’s request for \$2,500.00 will fund the travel expenses for approximately 50 students enrolled in the COAST Marine Science Magnet at Cutler Bay Middle School to attend weekly field trips to Deering Estates to participate in the “Nurturing Environmental Stewards of Today and Tomorrow (NESTT)” Program.
DEEP Foundation, Inc.	\$2,500.00	\$5,000.00	The DEEP Foundation’s request for \$2,500.00 will engage students and families with an interest in Scuba Diving. Following an introductory “Discover Scuba Diving” class, ten (10) participants will be selected to participate in an intensive training, with the goal of obtaining the PADI Open Water Scuba Certification.
Cutler Bay Senior High School (CBSHS)	\$2,500.00	\$75,000.00	CBSH’s request for \$2,500.00 will support the establishment of a Physics Program. Funding will be used to purchase equipment for both wet and dry labs at the school.
<b>Total Request</b>	<b>\$7,500</b>	<b>\$82,500</b>	

## **RECOMMENDATION**

It is recommended that the Town Council approve the Resolution authorizing an award **\$2,500.00** to COAST Academy Parent Association (CAPA) for the Deering Estate NESTT Program Field Trips; **\$2,500.00** the DEEP Foundation for the Cutler Bay Scuba Program; and **\$2,500.00** to Cutler Bay Senior High School for the Physics Program Laboratory. The total allocation of funds is \$7,500.00.

## **ATTACHMENTS**

- Attachment “A” - Cutler Bay Community Fund Balance Sheet
- Attachment “B” - CAPA Application 2<sup>nd</sup> Qtr. 2019 and Scoring Forms
- Attachment “C” - DEEP Application 2<sup>nd</sup> Qtr. 2019 and Scoring Forms
- Attachment “D” - CBSHS Application 2<sup>nd</sup> Qtr. 2019 and Scoring Forms