



Memorandum

Date: April 10, 2024

To: Honorable Mayor and Councilmembers

From: Kathie Brooks
Interim City Manager

Department: Maggie Forster
Communications Director

Subject: **Award of Community Based Organization (CBO) Grants 2024**

Introduction

The City of Doral has concluded a Community Based Organization (“CBO”) Grant Program cycle for the current fiscal year. The CBO Grant Program’s goal is to provide Doral community-based organizations with opportunities to plan, develop and implement community projects that will serve the needs of the Doral community. Seven (7) organizations applied during the cycle, of which six (6) were deemed eligible. This memorandum provides the committee’s recommendations to award six (6) grants with a combined total of \$21,750.00.

Background

The CBO Grant Program provides an equitable and efficient process for consideration of funding requests from community non-profit organizations, establishing requirements and procedures for greater accountability in the expenditure of the funds. The Doral City Council budgeted \$25,000 for that purpose (Grants & Aids Account/Local Non-Profit Grants) in the current fiscal year.

Prior to 2017, Doral-based non-profit organizations often reached out to the City of Doral by requesting funds directly from the Mayor and Council during City Council meetings. During the meetings, the Mayor and Council often directed the City Manager to review and consider these unfunded requests. During the City of Doral’s budgeting process for 2017 fiscal year, it was

determined that the existing process to vet and fund the proposed programs warranted a more equitable and accountable approach. In keeping with the strategic goal of increasing organizational efficiency, it was determined that the City of Doral would streamline the process by reestablishing the previously used Community Based Organization (CBO) Grant Program which provided non-profit organizations with the opportunity to submit their program/service proposals for consideration to the administration. The City Manager's office reviewed past procedures and revamped the CBO Grant Program as a formal reimbursement grant that instituted grant categories and reporting requirements to ensure an equitable process for awarding grant funds to local organizations providing benefits to the community. Since then, the City Manager's office has appointed the Economic Development Division to administer the annual grant process.

The current CBO Grant cycle commenced on February 12th, 2024 with a submittal deadline of March 15th, 2024. The City of Doral website was updated with a dedicated page for the CBO Grant Program that provides applicants with submittal deadlines, eligibility information, detailed procedures, grant categories, staff contact information, and all that is needed to understand the CBO Grant Program and its requirements. For the first time, all 2024 applications were submitted through a new online application portal designed during the City's Innovation Academy which has streamlined the application process and only allows completed applications to be submitted. The new portal includes an informational video, thorough explanations of required documents, and a convenient feature that allows applicants to save their applications in progress and return to them later. Prior to the grant cycle, the City Clerk's Office published an announcement, and the Public Affairs Department promoted the grant cycle through presentations at events, e-blasts, social media posts and via a high-visibility banner on the city's website. The grant process was managed by the Economic Development Division of the Public Affairs Department, which promoted the program, vetted the organizations, communicated any pertinent information, and provided feedback to facilitate the completion of the applications.

Seven (7) applications were received through the online application portal and submitted to the City Clerk's Office and the Economic Development Division to ensure transparency and provide redundancy. The application portal automatically notified applicants of their submittal and provided them with a copy of the received application. The Economic Development Division reviewed the applications to ensure compliance and completeness. Six (6) of the seven (7) applicants were deemed eligible. The ineligible applicant, Astros Doral Youth Baseball Development, was disqualified due to not having provided nor having been issued a required City of Doral Certificate of Use. A committee of three (3) City of Doral staff members from Code Compliance, Parks and Recreation and the Planning and Zoning Department, respectively, was recommended by the members' Directors and approved by the Interim City Manager, Kathie Brooks. The Evaluation Committee members scored the applications based on the following established criteria: Need (maximum 30 points), Project/Program Narrative (maximum 45

points), Metrics (maximum 20 points) and Project Cost/Request (maximum 5 points). The eligible applicants are A Better Day Therapy, Learning Center Inc., Doral Contemporary Art Museum Inc., Doral Symphony Orchestra Inc., Miami Dynasty, Petare-Latam Foundation Inc., and Toys For Kids Miami Inc. The recommended award amount for each applicant is based on the average score of the three committee members. The average score is used to calculate a percentage of the maximum grant amount of \$5,000.00. For example, an applicant with an average score of 80 will receive 80 percent of \$5,000.00, or \$4,000.00.

CBO Grant applications tend to fall within general grant categories, including Arts and Culture, Civic Engagement, Community Development, Education, Environment and Health/Human Services. The programs proposed in the 2024 CBO Grant process fall within these categories and are targeted toward meeting a variety of different needs in the Doral community.

A Better Day Therapy, Learning Center Inc., an educational institution for children with special needs, proposes a community outreach program that provides groceries for qualifying families of their students facing food insecurity.

The Doral Contemporary Art Museum, whose mission is to propel knowledge and appreciation of art representative of Doral's diverse community, seeks support for the presentation of the eighth annual "Women of Vision" art exhibition in March 2025 to showcase the diversity and talent of women artists in the community and engage audiences in meaningful dialogue about their work and its impact on history and culture.

Doral Symphony Orchestra, an organization dedicated to creating a creative space for local musicians of all ages and skill levels and to engage with the community regardless of economic status, seeks support for the presentation of a Mother's Day Concert offering classical and traditional Latin American repertoire in celebration of mothers' vital role in families and communities.

Miami Dynasty, a youth basketball program affiliated with the Amateur Athletic Union (AAU) that helps to develop children ages 5-18 years old for recreational and competitive leagues, seeks to fund the costs of an additional 12 children beyond the 32 economically disadvantaged Doral children currently subsidized by the organization.

Petare-Latam Foundation, an organization that supports the integration and development of Latin Americans in the community adjusting to challenges with education, financial literacy, health and nutrition, seeks to help guide the legalization and integration process of Venezuelan migrants living in Doral through a series of outreach events and activities.

Toys For Kids Miami Inc., an organization that helps underprivileged kids in the community, seeks to encourage citizenship and legalization by providing legal aid, education, advocacy and immigration assistance to needy migrants through community outreach events.

The CBO Grant Evaluation Committee recommends that the Mayor and City Council approve CBO awards to each of the following organizations, to be provided upon satisfactory completion of the approved program and following their submittal of approved reimbursement reports:

1. A Better Day Therapy, Learning Center Inc. - \$3,200.00
2. Doral Contemporary Art Museum Inc. - \$4,250.00
3. Doral Symphony Orchestra Inc. - \$4,050.00
4. Miami Dynasty - \$4,500.00
5. Petare-Latam Foundation Inc. - \$2,900.00
6. Toys For Kids Miami Inc. - \$2,850.00

The combined recommended amounts equal \$21,750.00 to be paid from the Grants & Aids Account/Local Non-Profit Grants account. The CBO Grant 2024 Evaluation Committee Report is included as Exhibit A.

If approved by the Mayor and City Council, awardees will be notified of their award by the Economic Development Division. Awardees must implement their program and submit a detailed Final Report for reimbursement within one (1) year of the City Council meeting date at which their grant was approved.

Fiscal Impact:

The proposed resolution impacts the City's General Government Grants & Aids Account/Local Non-Profit Grants, #001.50005.500820. Funding for Local Non-Profit Grants was budgeted at \$25,000.00 in FY2024, providing sufficient funds to cover the \$21,750.00 in CBO Grant Awards recommended by the CBO Grant Evaluation Committee.

Strategic Plan Alignment

The City of Doral Strategic Plan approved in 2023 lays out a vision of Doral as a premier city to live, work, learn and play. The mission statement indicated in the Strategic Plan is to serve our city by continuously enhancing quality of life through community engagement, exceptional service

and accountability. The Community Based Organization (CBO) Grant Program's goal is to provide Doral's non-profit organizations with opportunities to plan, develop and implement projects that will serve the needs of Doral's residents, therefore enhancing quality of life through community engagement. The CBO Grant Program provides an equitable and efficient process for consideration of funding requests from community non-profit organizations, establishing requirements and procedures for greater accountability in the expenditure of the funds. In addition, the new online application portal implemented in the 2024 cycle provides a simpler, more convenient process, enhancing the customer experience for applicants. In addition, the implementation of the new user-friendly application portal specifically aligns with the goal of providing exceptional service to the community. As such, the program aligns with each element of the mission statement outlined in the Strategic Plan: community engagement, accountability and exceptional service.

Recommendation

The City Manager's Office respectfully requests that the Mayor and City Councilmembers authorize the resolution approving the recommended grant amounts for the scored organizations.

Attachments -

Exhibit A - CBO Grant 2024 Evaluation Report

Exhibit B – List of CBO Grant Awardees 2017-2023