

# Dunedin Museum, Inc.

**Project Title:** General operation for exhibits and education events by curator

**Grant Number:** 23.c.ps.170.497

## A. Cover Page Page 1 of 12

### Guidelines

Please read the current Guidelines prior to starting the application: 2023-2024 General Program Support Grant Guidelines

### Application Type

**Proposal Type:** Discipline-Based


**Funding Category:** Level 1

**Discipline:** Museum

**Proposal Title:** General operation for exhibits and education events by curator

## B. Contacts (Applicant Information) Page 2 of 12

### Applicant Information

- a. **Organization Name:** Dunedin Museum, Inc. 
- b. **DBA:**
- c. **FEID:** 23-7207278
- d. **Phone number:** 727.736.1176
- e. **Principal Address:** 349 Main Street Dunedin, 34698-5700
- f. **Mailing Address:** 349 Main Street Dunedin, 34698-5700
- g. **Website:** [www.dunedinmuseum.org](http://www.dunedinmuseum.org)
- h. **Organization Type:** Nonprofit Organization
- i. **Organization Category:** Other
- j. **County:**
- k. **DUNS number:** 826475527
- l. **Fiscal Year End Date:** 09/30

### 1. Grant Contact \*

**First Name**

Vinnie

**Last Name**

Luisi

**Phone** 727.736.1176

**Email** [dunedinvin@aol.com](mailto:dunedinvin@aol.com)

### 2. Additional Contact \*

**First Name**

Vincent

**Last Name**

Luisi

**Phone** 727.736.1176

**Email** [info@dunedinmuseum.org](mailto:info@dunedinmuseum.org)

### 3. Authorized Official \*

**First Name**

Vinnie

**Last Name**

Luisi

**Phone** 727.736.1176

**Email** dunedinvin@aol.com

**4. National Endowment for the Arts Descriptors**

**4.1 Applicant Status**

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Organization - Nonprofit

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**4.2 Institution Type**

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Other Museum

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**4.3 Applicant Discipline**

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Humanities

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## C. Eligibility Page 3 of 12

**5. Are all grant activities accessible to all members of the public regardless of sex, race, color, national origin, religion, disability, age or marital status?**

- Yes (required for eligibility)  
 No

**6. Project start date: 7/1/2022 - Project End Date: 6/30/2023 \***

- Yes (required for eligibility)  
 No

**7. What is the legal status of your organization?**

- Florida Public Entity  
 Florida Nonprofit, Tax-Exempt

**8. How many years of completed programming does your organization have?**

- Less than 1 year (not eligible)  
 1-2 years (required for eligibility for GPS and SCP)  
 3 or more years (required minimum to request more than \$50,000 in GPS)

### **9. Museum \***

The following statements must be true for you to be eligible to apply in the Museum discipline. Check all that apply.

- Applicant is open to the public for at least 180 days each year.  
 Applicant owns or utilizes collections, including works of art, historical artifacts, or other tangible objects (live or inanimate).  
 Applicant exhibits these collections, including works of art, historical artifacts, or other tangible objects to the public on a regular schedule.

## D. Quality of Offerings Page 4 of 12

### 10. Applicant Mission Statement - (500 characters) \*

1. To enrich civic and intellectual life along with community pride by sharing Dunedin's legacy and heritage. Also by collecting and preserving the historical artifacts and documents of Dunedin, and to foster quality intergenerational educational learning and by introducing additional diverse/inclusion/ equality audiences to educational programming.

### 11. Programming Description - (2000 characters)

Briefly describe the project or program for which you are requesting funding. If you are an LAA or SSO, please include a statement that describes the services provided to your audience (including membership) and how those services are provided.

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**Goals:** These are statements that describes the Museum's plans for the upcoming operational grant year for the period that funds are being requested. The goals reflect realistic priorities with a long-term end to which programs and activities are developed and should reflect the organizations mission statement. The DHM has listed its goals here in numerical order.

**Objectives:** Specific, measurable ends that are desired to achieve within a time frame and marked progress towards the set goals.

**Activities:** These are the specific activities that achieve the objectives

#### 11.1 Programming Goals (2000 characters)

Please list at least three goals associated with the project or program you are for which you are requesting funding.

Goals: Broad statements that are usually general, abstract, issue oriented with realistic priorities. Goals are a long-term end to which programs and activities are developed and should reflect the organization's mission statement. Goals can be listed in priority order and ranked.

Sample goal: To provide residents and visitors with increased opportunities to view local art and meet local artists.

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Dunedin Museum, Inc. (DM) operates the recently renovated and upgraded (DHM) and Historic Andrews Memorial Chapel (AMC). Grant funding supports the goals, mission, and strategic long-range plans of the Museum. Following up from Covid, all safety guidelines will be a priority in maintaining the museum, its' visitors, and the Museum's goals. The Museum will continue to continue inclusion to our entire diverse community and serve as the gateway through active educational programs that can help transform lives, to enhance quality of life and improve cultural and economic impact. By caring for, studying, and teaching from our collections and programs and promoting cultural and historical exhibits we serve as a "teaching museum."

**Goals;**

1. Provide educational outreach programming that enhances the understanding of Dunedin's history and culture and diversity. Continued programs which will include historic walking tours, living history programs, summer camps, family programming, adult and literacy programs, internships, and volunteer opportunities for the various diversity in the community of Dunedin. The staff plans to continue to use the expanded use of the internet that was effectively used when the Museum was closed. The website and Facebook have been a particularly important resource to keep the Museum in the community's eye. Produce content that is accessible to as many individuals as possible, including but not limited to those with a disability or enhanced audio or visual needs. Provide a diverse line-up of speakers for various exhibit and Florida related history.
2. The reconfiguration of DHM's entrance and exhibition galleries will increase programming, events, and overall attendance. The temporary gallery and children's activity center will have exhibits and programming. Two new temporary exhibits will be planned during this grant period along with programming and lectures. The exhibits include the "50<sup>th</sup> Anniversary of the Dunedin Historical Society" continuing from post Covid," Florida Food Ways," the "Dunedin African American Experience", the exhibit and documentary.
3. Continue to build recognition for DM as a resource for local history, and through outreach programming at schools, libraries, community centers, and other venues. The Museum will be used as a valuable tool for scholars, museum members, and students for historical research the Museum can provide for historical and community projects.
4. To continue the application and necessary preparations to apply for full accreditation from the American Alliance of Museums in 2022/2023. Accreditation will help strengthen DHM's foundation in its role as a resource for the local community and fortifies its position among other outstanding museums.

## 11.2 Programming Objectives (2000 characters)

Please list the three corresponding objectives for the goals listed above.

Objectives: Specific, measurable ends that are achievable within a time frame and mark progress towards achieving goals.

Sample Objective: At least 300 residents and visitors will view local art and be invited to a "meet the artist reception"

**Objectives:** Dunedin Museum's primary objectives are to produce original and thought-provoking educational programming and exciting and interesting exhibitions along with publications and provide varied learning experiences and individual.

1. Since the Pandemic, (DHM) expanded its' use of the internet and online virtual programming to

our members and community. This has helped visitors to engage more deeply with the exhibits and virtual educational experiences. (DHM) plans to continue this programming as well as offering programming at the Museum as well. This will allow teachers and home schools to take advantage of our educational programs under any situation. The Museum hopes to expand to a 15% increase in this use of outreach programming along with improvements on the Museum's Facebook and webpage sites. (Quarters 1-4)

2. Increase the use of our relationships with local community schools and get the educators more involved with Museum travel kits, and other Museum opportunities.

3. The Museum is always looking for expanding its volunteer program for diversity, intergenerational, and provide a broader range of individuals involved with the Museum. This would include providing training and the understanding of working with the wide range of diverse groups and individuals that will visit the Museum.

4. Continue the objective of expanding collaboration between other educational facilities and local community facilities to participate with Museum/Community programming, such as our summer camp program with the City of Dunedin.

5. DHM will seek out with staff and board members additional corporate sponsors and develop closer relations with small businesses. The aim is to increase corporate sponsorship by a minimum of 15%, to help build up the financial stability since the pandemic.

6. The Board plans to create a new committee to review and assess and update some of the long-range strategic plan in quarters 3 and 4, to coincide with the plans for accreditation in 2022/2023.

7. (DHM) will continue to work with increasing its' diverse audience, focusing on low-income housing areas in the community, minority groups, special need education. The Museum will have special days and evening for families and individuals to visit the Museum for free who may not be able to afford the fees of admission.

### 11.3 Programming Activities (2000 characters)

Please list the project or program activities.

Activities: These are the specific activities that achieve the objectives.

Sample Activities: Work with local arts and tourism organizations to promote art shows. Communicate with local art teachers to encourage students to attend shows. Schedule artist commentaries and news articles to promote the shows.

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#### Activities

The first exhibit is **the 50<sup>th</sup> Anniversary of the Dunedin Historical Society**. It will include artifacts first displayed when the museum first opened, photographs, newspapers, and other items. The remaining original charter members of the Society will be honored. Programming includes the city government and the citizens of Dunedin to participate with a picnic, museum fund-raiser, awards and the opening of a time capsule placed at the History Museum. Besides the 50<sup>th</sup> Society anniversary, the Coca-Cola plant of Dunedin is celebrating its 75<sup>th</sup> anniversary and the Museum plans to dedicate the building with a city historical marker. This exhibit was planned but was postponed due to the closing of the Museum during the Pandemic and will continue the

celebration in 2023.

The second exhibit for 2022/2023 is “**Florida Food Ways**”. The exhibit through photographs, artifacts, newspapers, and other material will not just study what people ate, but is an examination of material culture, the environment, agriculture, technology, economics, race, class, and other diverse facts. The exhibit will also explore the complex history of Florida’s food culture throughout the state. This all-ages exhibit will look back nearly 15,000 years to Florida’s first indigenous people and trace the changing culinary and cultural experiences through our state’s history with artifacts, interactive components, images, and historic interpretation.

The third exhibit is called the “**Dunedin African American Experience**”. This exhibit will be placed in the Museum’s permanent gallery for our oral and digital history of individuals relating to their life experiences while living, working, and socializing in the community of Dunedin. This project is part of a grant from the Florida Humanities program which allowed the Museum to film and digitize over 20 hours of interviews with individuals who grew up in Dunedin from the 1920’s through the 1970’s in the African American segregated community in Dunedin. Life experiences and human emotions are traced through this film. Individuals will be allowed to watch and listen to help understand how individuals' do not always have the same opportunities as others do. The second part of this permanent exhibit will be to enhance and use educational material to highlight the films. The Museum is working with ADM2 company for the components to enhance the exhibit.

The Museum staff will provide formal and informal learning opportunities including k-12 school exhibitions based on curriculum and activities for students. Provide guest lectures such as Major Arthur Cooley, decorated war hero, who grew up in the segregated portion of the community of Dunedin and Ms. Joyce Cotton, Marketing and Director of public relations at PBS/WEDU, to discuss upcoming projects related to the various issues related to cultural and racial issues.

Ongoing living history programs including **1880’s style Base Ball games, History Comes Alive** reenactment at the Dunedin Historic Cemetery. Besides the participation of school and special group visits to the Museum, DHM participates in downtown events such as the Orange Festival, and holiday events, and the Dunedin Express Event at Christmas time. DHM also maintains historic walking tours exploring the history of our community and historic cemetery.

#### **11.4 Partnerships & Collaborations**

Describe any partnerships and/or collaborations with organizations directly related to General Programming (GPS) or the Specific Cultural Project (SCP). Discuss the responsibilities and benefits of the relationship and whether any formal agreements are in place.

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**The Dunedin Museum Inc. has a long history of partnership with various community museums, civic, and cultural organizations aimed at providing opportunities, and developing more innovative programming, and reaching underserved audiences. These partnerships bring visitors to the museum and its programs and add to share our mission through dialogues, creativity and help share our mission to foster, better understanding through a**



common language and to address social issues and find solutions to these problems. The Dunedin Museum has aligned itself with local organizations such as the Downtown Merchants Association, Dunedin Chamber of Commerce, Dunedin Public Library, Dunedin Fine Arts Center, City of Dunedin, Visit St. Petersburg/Clearwater, Visit Florida, Visit Dunedin, and the Toronto Blue Jays. Dunedin Museum participates in the Downtown Community providing free entry during festivals.

Through these partnerships and our sponsors, the Museum gains a wide range of expertise, which helps better serve our shared visitors and educators to all the focused goals. Partners benefit through increased access to scholarships, resources, events, and programs that will be designed to provide appropriate and sensitive material to the educational programs and exhibits. All these things help provide to expand the Dunedin Museum's presence in the community.

The Dunedin History Museum has already been planning partners for the upcoming exhibits and goals for 2022/2023. Many of the usual educational, outreach programs and fund raisers that the museum has established in the past will be either funded partially by museum revenue, state grant, private sponsors, donations, or through corporations, foundations, and smaller businesses. The Museum will be soliciting additional funding for the major exhibits for this grant period. For the 50<sup>th</sup> anniversary of the Dunedin Historical Society, the City of Dunedin has already expressed an interest in participating with the Museum's exhibit and outreach programs. The Museum Board will be contacting their sources from Duke Energy, Pinellas Arts Council, The Pinellas County African American Museum and Studies, the Tampa Bay Times as associate sponsors. The African American Experience in Dunedin has been partially funded by the Florida Humanities Grant Program, and the Rotary Foundation of Dunedin.

## **12. Project/Program Evaluation**

How will you determine if your Goals and Measurable Objectives are achieved? Who will conduct the evaluation, and who will the evaluation target? What methods will be used to collect participant feedback? (Surveys, evaluation forms, interviews, etc.) When will you collect the information, and how will it be used to inform future programming?

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## Evaluation plans for Museum exhibits and educational programming

1. When a class visits DHM or participates in an outreach program, teachers will be encouraged to fill out an evaluation survey and to have their students (as a class project) send letters and/or drawings that express their response to DHM.
2. Outreach educators will ask participants to provide verbal feedback and will review their program with the Executive Director to discuss successes and room for improvement.
3. Visitors will be asked to complete a survey after their visit to DHM. This will be tracked by the new museum system and computer. Staff and docents will record responses and comments heard in the galleries.
4. Visitors will be encouraged "Check-in" on social media sites; At on and off-site events, participants will be asked to complete a brief questionnaire.
5. Visitors will be able to supply their responses at the guest counter on the museum questionnaire iPad for feedback on their visit.
6. DHM's email is regularly checked by the staff. Staff will monitor DHM's social media accounts and evaluate the best use of each account.
7. Rentals at AMC include a follow up survey. Online registry sites, such as Tie the Knot and Wedding Wire, are monitored for client reviews.
8. The Dunedin Chamber of Commerce, the Dunedin Public Library, the Dunedin Community Center, and the Dunedin Fine Arts Center will be contacted regularly by the staff to find out what kinds of questions or comments they receive about DHM and AMC.
9. All evaluations and programming will be reviewed by staff and Board members to ensure that program objectives stay in accordance to the museum's mission and the strategic goals.
10. Achievements for this programming will be shared with members and community leaders through emails, website and announcements at public meetings or City Commission meetings.
11. The Board and staff will continue to maintain museum operations with the best professional standards for accreditation approval.

### 12.1 Artist Projects only

Describe the expected outcomes of the project. How will you determine the success of the project?

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### 13. Collection Summary

Provide a summary of the collection (live or inanimate) and the collection policy including: 1) Size and scope of collection(s) the museum owns or uses; 2) Conservation and care; and 3) Overview/brief list of Inventory/registration methods. If you are not a collecting institution answer Not Applicable

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#### Collection Summary

Since its **approval in January 2015**, the Collections Committee, comprised of staff, a board liaison, and volunteers, has implemented the Collections Management Policy in regular DHM procedures. The CMP includes the scope and categories of the collection, access and loan policies, accession, deaccession, and disposal policies, maintenance and conservation methods, insurance and risk management information, and review deadlines. The Collections Committee completed a full inventory which allowed for the deaccession of many non-related and redundant objects. The full inventory and

removal of the objects created more storage space, and helped staff develop more detailed exhibitions. The Collection Committee will conduct another full inventory in 2022 and will review the CPM again in 2023 during accreditation.

### **Size and Scope of Collection**

DHM currently has about **8,500 artifacts** in its collection, which are housed at both DHM facilities (DHM and AMC) and in off-site storage. The historic buildings are also considered part of the collections. DM will accept objects that are related to local history, can be exhibited, or cared for, are authenticated, are from the rightful owner, and are unrestricted. DHM will not accept illegally imported or collected objects, objects in advanced stages of deterioration, Native American remains or objects specified under NAGPRA, and will not provide appraisals for any object. Relevant artifacts and historical material considered for accession can be of any medium including, but not limited to, objects such as clothing, textiles, household items, tools, industrial memorabilia, ceramics, art work, furniture, furnishings, textual records; photographs and other visual records; maps, plans and architectural records; video and audio recordings of various types and digital material. **The DHM Collection is broken down into 5 main categories: History, Archive, Education, Holiday, and Library.** The Archive collection has three sub-classifications: **Photograph, Document, and Visual.** All the collections are a resource for researchers and the public. They are accessible through exhibits, special presentations, and by appointment with a trained staff member. Some of the collections have a heavier impact on the public than others. The Photograph collection, the largest at 4946 items, is heavily used in many parts of DHM operations. Images are often reproduced for marketing or informational brochures, and the public positively responds to seeing historical images through DHM's social media accounts. The Education collection includes original artifacts and reproductions which are intended for "hands-on" learning. The Holiday collection is specific to the seasonal exhibit and related city activities which take place in December. While not always closely related to DHM's mission, this exhibit is highly anticipated by the local community each year.

### **Conservation and Care**

**DHM is legally, ethically, and professionally responsible for the care of objects in its collection.** It is the goal of DHM to implement preventative measures before object deterioration requires conservation treatment. Deterioration and damage will be assessed by the Curator to determine what preservation measures can be made in-house, or if it is necessary to contract a specialist. Collections at DM are subject to various agents of deterioration, some of which may fluctuate depending on the season. Routine, regular monitoring of the DM buildings and collections is essential for preservation long into the future. DHM collections are monitored for preservation and conservation according to accepted museum standards. Areas to be monitored include, but are not limited to, Exhibit and Storage Environment (including humidity, temperature, and lighting levels), security of displays and storage, and pest activity and control.

### **Registration Methods**

DHM utilizes Past Perfect to manage its collection and conduct research. DHM staff attends conferences and webinars to stay informed on system instructions and updates. The most current version of the Past Perfect system is installed at DM and is secured with multiple backup systems including an external hard drive and virtual storage.

### **New collection accessions follow these steps:**

1)The donor offers the object(s) to DM and is provided a Temporary Custody Receipt. The receipt includes the donor's information, description of items, and agreed upon disposition if the item is not

accepted for the collection. A copy will go to the donor and another will be placed in the Temporary Receipt folder for consideration by the Collections Committee.

2)The appropriate information on the object(s) is entered into the Temporary Custody database in Past Perfect by the Curator or designated collections personnel.

3)The Collections Committee will meet and determine if the object(s) will be accepted into the collection based on the agreed upon criteria.

4)If accepted, the object(s) will be transferred to the Accessioned File in Past Perfect. An Accession folder is created for the accessioned object(s). Entries in Past Perfect will be completed as much as possible including photo, measurements, and a condition report. Artifacts which are not accessioned are returned to the owner.

5)The Deed of Gift is printed and placed in the folder along with the original Temporary Custody Receipt form. The object(s) will be labeled according to accepted museum standards. When non-numbered artifacts are found in the collection; every effort is made to locate its original forms. If no paperwork is found, artifacts are given a "Found in Collection" (FIC) number. Artifacts in the collection which do not contribute to DM's mission statement and/or long-term vision may be considered for deaccessioning. Their deaccessioning may be considered as a method for improving existing collections, making use of available space, and best serving the public interest.

All of the DHM, Inc., programming towards its" collection and management is being organized to provide the correct procedures as described by the American Alliance of Museums (AAM). This will help provide positive direction for the museum's plans for accreditation.

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## E. Impact - Reach Page 5 of 12

### Instructions

Do not count individuals reached through TV, radio, cable broadcast, the Internet, or other media. Include actual audience numbers based on paid/free admissions or seats filled. Avoid inflated numbers, and do not double-count repeat attendees.

#### 14. What is the estimated number of events related to this proposal?

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18

#### 15. What is the estimated number of opportunities for public participation for the events?

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24

#### 16. How many Adults will participate in the proposed events?

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5,500

#### 17. How many K-12 students will participate in the proposed events through their school?

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4,600

#### 18. How many individuals under the age of 18 will participate in the proposed events outside of their school?

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6,200

#### 19. How many artists will be directly involved?

Enter the estimated number of professional artists that will be directly involved in providing artistic services specifically identified with the proposal. Include living artists whose work is represented in an exhibition regardless of whether the work was provided by the artist or by an institution. This figure should reflect a portion of the total individuals benefiting. If no artists were directly involved in providing artistic services enter 0.

### 19.1 Number of artists directly involved?

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11

### 19.2 Number of Florida artists directly involved?

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9

### Total number of individuals who will be engaged?

16311

### 20. How many individuals will benefit through media?

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5,500

### 21. Proposed Beneficiaries of Project

Select all groups of people that your project intends to serve directly. For each group, you can select more than one answer if applicable. If your project/program served the general public without a specific focus on reaching distinct populations, then select the “No Specific Group” options.

#### 21.1 Race Ethnicity: (Choose all that apply) \*

Black or African American

Hispanic or Latino

White

Asian

#### 21.2 Age Ranges (Choose all that apply): \*

Adults (25-64 years)

Older Adults (65+ years)

Children/Youth (0-17 years)

#### 21.3 Underserved/Distinct Groups: \*

Individuals below the Poverty Line

Individuals with Limited English Proficiency

Military Veterans/Active Duty Personnel

Other underserved/distinct group

Individuals with Disabilities

### 22. Describe the demographics of your service area.

The City of Dunedin is located on the waterfront in Pinellas County. Pinellas County is in West Central Florida on Tampa Bay. Pinellas is the most densely populated county in Florida with a population of over 950,000. The racial makeup of Pinellas County is 73 percent Caucasian, 17% African American, 8 % Spanish, and 2% Asian and other. While Clearwater which borders Dunedin is the county seat, the largest city in Pinellas County is St. Petersburg. The City of Dunedin has a population of approximately 37,000 residents in 17,300 households of which 18 percent have children under the age of 18. There

are 416,000 households in Pinellas, of which 20 percent have children under the age of 18.

The median age level of the Dunedin citizens is approximately 54 years old. Dunedin has been rated as one of the top retirement cities in Florida. The racial makeup of Dunedin is 72% Caucasian, 20% African American, Spanish 5%, Asian 2%, and other 1%. The age level of Dunedin residents has recently been changing with the influx of new housing and various apartment developments catering to a younger crowd that find the community of Dunedin a place to enjoy the outdoors, cultural/historical and art events. There is the Dunedin History Museum in the center of downtown Dunedin adjacent to the Pinellas hiking Trail, and the Dunedin Fine Arts Center.

The City and the Downtown Merchants and Chamber of Commerce participate in various large events which bring large crowds to the downtown district. Dunedin is the home to the first craft brewer in the State of Florida, known as the Dunedin Brewery. Today there are more than 9 craft brewers within the community. There are over 35 major restaurants within the borders of Dunedin that caters to all types of cultural food. There are two major state beaches and parks within the Dunedin community which include Honeymoon Island and Caladesi Isle which was rated number 1 beach in Florida 2 years ago. The schools include Dunedin Elementary, San Jose Elementary, Garrison-Jones Elementary, Dunedin Middle School, and Dunedin High School. There are over 12 private schools within the community. The City of Dunedin has its own city government and budget and is maintained by a Mayor, 4 commissioners, and City Manager.

### **23. Additional impact/participation numbers information (optional)**

Use this space to provide the panel with additional detail or information about the impact/participation numbers. Describe what makes your organization/programming unique.

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As a small to medium size Museum in the Tampa Bay Area, the DHM, has provided an outstanding amount of material and exhibits to the community of Dunedin and other surrounding areas. The DHM has proven many times before that for the size of its institution and budget has provided more than what most individuals expect to see when they visit the museum, and its exhibits and programs and are impressed with the quality and educational information provided. The Tampa Bay Magazine has honored the Dunedin History Museum as Top Regional History Museum in the Tampa Bay area, in the last six years.

### **24. In what counties will the project/program actually take place?**

Select the counties in which the project/programming will actually occur. For example, if your organization is located in Alachua county and you are planning programming that will take place in Alachua as well as the surrounding counties of Clay and St. Johns, you will list all three counties. Please do not include counties served unless the project or programming will be physically taking place in that county.

Pinellas

## 25. What counties does your organization serve?

Select the counties in which your organization provides services. For example, if your organization is located in Alachua County and you provide resources and services in Alachua as well as the surrounding counties of Clay and St. Johns, you will list all three counties. This might include groups that visit your facility from other counties.

Hillsborough

Pinellas

Polk

## 26. Describe your virtual programming - (Maximum characters 3500.)

Briefly describe any virtual programming that you provide to the public. This information should include who is able to access the programming and any payment structure.

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At the beginning of the Pandemic in March of 2020, the Dunedin Museum Inc, closed all individual contact with members and visitors while the facility closed for approximately 5 – 6 months. Staff were requested to not work at the Museum facilities but remained on duty and took their work assignments home with them. Some employees had to change the way they did their work, while others such as the Curator, gift store managers, Chapel coordinator, and the Director decided to add virtual programming almost immediately after the Museum first closed to the public. The Director created the first virtual program and activity on the Museum' Facebook page after reading an article about the Spanish Influenza and created a daily museum diary for any individual to record their reactions or feeling to the Pandemic. The Museum received about 500 responses within the next few weeks with comments, drawings, photos, and articles that people wanted to relate to others in the community. All these comments and material have been recorded and saved digitally for future generations to read about the feelings and thoughts of individuals that went through this Pandemic. The Curator and Director also created virtual reality history exhibit games, virtual tours of the museum and the exhibits, treasure hunts, and historical drawing contest. Our Museum gift shop managers now have a "live" Facebook show every Tuesday afternoon, to keep the public updated on Museum happenings, the website and through the Museum's Facebook. With the Pandemic the staff created a better online gift shop mailing service to buy gift shop items even while the Museum was closed. The newsletter is now sent to our members and guest through the electronic email system. Presently, even after the Museum has reopened the staff now sends invitations and messages through constant contact. Not only do our Museum staff get instant returns on their messages and invite list but can now communicate much faster with our members to keep them up to date. Very few things can be said about the Pandemic and what it has done to our community and the world, but one of the few positive benefits to be helpful to the Museum and its members is the closer virtual contact that we now continuing to use at the Museum. All the information that the Museum presents to the public on Facebook and the Museum website are free to all individuals throughout the world to visit and use.



## **27. Proposal Impact - (Maximum characters 3500.)**

How is your organization benefitting your community .What is the economic impact of your organization?

*Solo or Individual Artists:* Include any positive social elements and community engagement anticipated from the project.

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Strengthening the local economy is an important part of DHM's strategic plan. DHM contributes economic benefits to Dunedin and Florida by attracting visitors and tourists who visit the museum and participate in its events. It has been reported by the Florida Association of Museums that museums and the arts are a \$120 million dollar industry in Florida and provide over 3200 jobs in the field. The impact is significant to local communities such as Dunedin and the State of Florida. DHM is a member of various tourism organizations such as Visit Florida, St. Petersburg/Clearwater Convention Bureau, Dunedin Merchants Association, and the Dunedin Chamber of Commerce which help increase awareness of the museum. Individuals visiting DHM or viewing its website can purchase items from the gift shop related to Dunedin's history and surrounding area, and local artwork. DHM staff recommends places for visitors to dine and shop downtown, generating additional tourist revenue. DHM uses local retailers for supplies and hires local contractors, keeping revenue within the community. The new exhibits planned during this grant period will draw a wider audience of individuals and generate even more revenue within the community. DHM plans to generate a 10% increase of tourism and economy dollars from these projects. DHM's educational and outreach programming is supported and praised by local teachers, our school board, and many local community leaders. Presently, DHM works with schools, libraries, senior centers, and adult learning centers through traveling exhibits, educational travel kits, living history interpreters and tours. The Museum plans increase outreach due to the extensive use of the internet in museum programming due to the pandemic. Programs will continue the website, Facebook, and Focus on Dunedin with various educational and fun history projects. The volunteer educators will continue outreach programming as well as museum tours with DHM. DHM is also providing some Spanish language materials for exhibits and traveling trunks with the assistance from the Museum's Spanish speaking teachers. Programming is being increased for hearing impaired and braille text for visually impaired visitors. DHM's objectives include a 15% increase in educational and outreach programming with the assistance of this grant. The following is just a sample of the many interactive educational and outreach programs and activities DHM offers its community and local schools. DHM's outstanding highlights include the annual History Comes Alive at the historic Dunedin Cemetery, Dunedin's Historic House Tours, Dunedin's Vintage Base Ball games, Victorian Drive Stroll, historic walking tours, traveling exhibits from the Florida Humanities and the Smithsonian Partner program. DHM also participates in National History Day with Dunedin Highland Middle School, and the Great American Teach-In at several of our community schools. DHM also works with the City of Dunedin for summer camp programs and allows students with financial disabilities to apply to the camp under museum scholarships. DHM's goal is to meet the needs of every individual in the community of Dunedin including special needs, physical or financial disabilities to diversity within the community. Reaching out to those who cannot visit the museum, DHM has developed traveling trunks packed with historic replicas from exhibits along with educational programming which can be used by educators or taken to senior residences. These kits are accompanied by lesson plans especially designed to explain the contents. Programming is not restricted to one age level or to one racial group

but reaches out to all cultures within the community. During the temporary exhibits, the museum is using photographers, artist, and quest lecturers. For the Museum's 50th anniversary we are having quest lecturers from the community, and well-known celebrities who grew up in Dunedin to lecture and participate in the special events.

## 28. Marketing and Promotion

### 28.1 How are you marketing and promoting your organizations offerings? \*

Brochures

- Direct Mail
- Email Marketing
- Newsletter
- Newspaper
- Podcast
- Television

### 28.2 What steps are you taking in order to build your audience and expand your reach? - (Maximum characters 3500.)

How are you marketing and promoting your organizations offerings?

---

DHM has a good working relationship with the City Recreation Dept., the Dunedin Public Library, the Dunedin Fine Arts Center, other local organizations, and companies, interacting with them to provide timely exhibits at their locations or host city events at DM facilities. At each city commission meeting an interesting item researched by DHM on Dunedin history is presented by the executive director, who is the official city historian. **DHM and AMC staff regularly attends local merchant and tourism meetings (such as Visit Florida and Visit St. Pete Clearwater) to stay aware of local opportunities to network and promote the benefits of DM.**

**Dunedin History Museum is in the center of downtown Dunedin,** making it possible to use banners and sidewalk signs to attract visitors into the museum to view exhibits. Three bronze statues installed on the plaza which faces Main Street have become a focal point of downtown, with the new entrance for DHM. This historic vignette, incorporated in the DM logo, depicts a 1920s mother and child running to catch a train, while the conductor waits for them. **The city lists current DHM activities on its website, and hosts TV interviews about them. The local media is very attentive to what is being featured, the Tampa Bay Times, TV Channels, the Dunedin Beacon, the Clearwater Gazette, Tampa Bay Magazine, and Destination Tampa Bay magazine regularly do stories highlighting DHM's events.** As part of the Downtown Merchants Association and the Chamber of Commerce, DM is included in any advertising they do about activities in Dunedin. There are street fairs in the downtown area quite often, and DHM is located right in the center of the activity. The Jolley Trolley Bus that travels from Clearwater to Dunedin stops right outside DHM, putting tourists at the door.

A wide variety of events are held with business organizations, schools, libraries, and members at Andrews Memorial Chapel. The AMC coordinator attends local bridal shows to promote the Chapel

as a wedding and photography/filming venue. AMC is on the St. Pete Clearwater Film Commission location list as a historic setting for filming opportunities. AMC has been featured in many bridal magazines, websites, as a filming location for a few local productions. **Since the pandemic, DHM has intensified its presence on the internet through its website, Facebook, social media accounts, and other resources which are updated regularly and seen by the community and tourist and by constant contact emails for Museum members.**

Both DHM and AMC have a growing Facebook following with lively interactions. DHM also is involved with Focus on Dunedin, allowing visitors near and far to view the collection and get an inside look at museum operations. **The DHM quarterly newsletter and monthly email newsletter always keep individuals aware of activities.** DHM strives to encourage personal participation for visitors using interactive exhibits and live interpretation at the living history programs. Associated presentations are planned with each exhibit, which encourages audience participation and feedback. The MAP process has helped clarify DHM's understanding of local demographics. This information is reviewed annually and remains a focus of marketing efforts. Along with marketing and outreach programs, DHM staff attends special events around the area to represent DHM and build personal connections. DHM staff has participated in city parades and functions, the Martin Luther King, Jr. Celebration Day, Meese Manor Writer Showcases, Pinellas County Historic Preservation Summit, FAM, SEMC, and AAM conferences, International Museum Day, National Tourism Day to promote DHM as local resource.

## F. Impact - Diversity, Equity and Inclusion Page 6 of 12

**29. Describe how the facilities and proposal activities are accessible to all audiences and any plans that are in place to improve accessibility.\* In addition to your facility, what step are you taking to make your programming accessible to persons of all abilities and welcoming to all members of your community?)**

For example, explain use of accessibility symbols in marketing materials, accessibility of facilities and programming and/or target population. You can find resources on accessibility at <http://dos.myflorida.com/cultural/info-and-opportunities/resources-by-topic/accessibility/>. We encourage all applicants to include images in the support materials showing the use of accessibility symbols in marketing materials.

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**DHM feels extraordinarily strong about accessibility to their facilities.** All members of the community, including minorities and special needs groups, should enjoy and learn Dunedin and Florida history.

The Museum has created signs that show wheelchair accessibility into the galleries and plans **include braille for the visually impaired**. The Dunedin Museum has partnered with the **National Autism Society**, to increase museum awareness and challenges that need to be met with individuals afflicted with this issue. The museum has use of **sign language with the help of one of our Trustees** who is proficiently skilled. Staff members have requested time with our trustee on weekends to learn how to use sign language to help them at the Museum.

Please review the supplemental material included in this grant to show how all our accessibility signs are posted. Rampways, elevators, restrooms, staircases show availability to all who need or request help. All the Museum's signs that are used to advertise events and special exhibit list the proper symbols for handicap use and other needs. As the Museum finishes their supply of flyers and Museum pamphlets, plans are design all written material in Spanish. **Bilingual text for the exhibits** is in the process of being developed. Until the Museum completes the galleries in braille, visually impaired individuals can visit the museum with the assistance of a trained docent. The Museum's photographic collection is digitized and online for visitors who cannot physically visit the museum.

Individuals who are physically impaired to walk a staircase to use the library and collection on the 2nd floor use the museum's elevator. All exhibits are arranged **for wheelchair accessibility**. DHM also partners with the Upper Pinellas Association for Special Needs Citizens providing residents with tours adapted to their needs.

Local civic groups offer **scholarships to financially needy families** to attend DHM's camp programs. There is a nominal charge to visit but the museum offers numerous discounts and offers free admission during Downtown Dunedin events and Family Nights. The Dunedin Youth Guild has offered the Dunedin Museum to apply for bus fare for schools who cannot provide transportation. The Dunedin History Museum participates in the Pinellas County Library System which offers 1-week free family pass to the museum. DHM partners with the Pinellas County African American Museum in Clearwater, and with Paul B. Stephens Exceptional School for special needs students. It is often difficult for disabled groups to visit the museum, so DHM aims to **increase visitation to schools and centers for the disabled with the help of museum volunteers**. The Museum also offers history kits to home school students who are unable to participate in school excursions' **offers college, high-school interns, and interested individuals who have various forms of disabilities to assist and volunteer at the**

museum.

**Individual or Solo Artists: Skip questions 2-5 and move on to section H.**

**30. Policies and Procedures**

Yes

No

**31. Staff Person for Accessibility Compliance**

Yes

No

**31.1 If yes, what is the name of the staff person responsible for accessibility compliance?**

Vincent G. Lusii

**32. Section 504 Self Evaluation**

Yes, the applicant has completed the Section 504 Self Evaluation Workbook from the National Endowment for the Arts.

Yes, the applicant completed the Abbreviated Accessibility Checklist.

No, the applicant has not conducted an accessibility self-evaluation of its facilities and programs.

**32.1 If yes, when was the evaluation completed?** 4/1/2021

**33. Does your organization have a diversity/equity/inclusion statement?**

Yes

No

**33.1 If yes include here:**

The Dunedin Museum Inc. is an equal opportunity employer which is open to all individuals for employment in the museum profession, and local cultural history. While hiring, there is no distinction between race, religion, or cultural background. The Museum's basic feature of employment is the quality and work performance and not on a person's personal background. The Museum believes in the opportunity to allow inclusion, diversity, and equality in the workplace. Every individual who works at the Museum has the responsibility to treat others with dignity and respect. This allows the

Museum and its' operation to function with equal interaction in the effort to succeed with the Museum's mission Statement on a daily basis.

#### **34. Accessibility includes other factors besides physical. What efforts has your organization made to provide programming for all?**

**Accessibility comes in many ways not just physical needs.** Everybody has the responsibility to treat others with dignity and respect. This not only includes their fellow employees, but members of the community, visitors and other guest to the museum, as well to our outreach programming to school, events and community programming. No matter where the Museum is being represented it should maintain this important knowledge and bring it with them to share to those they meet. This knowledge can be shared and spread to others. This reflects the quality of depths of interactions with the public. **It carries on the ideas of equality/ inclusion/ and diversity. Not one person should feel left out through the lessons and feelings that the Dunedin History Museum** try to show through their educational exhibits, living history programs, lectures, walking tours, and all the many outreach programs to schools, and various other community venues.

#### **35. Describe the Diversity of your staff, volunteers, and board members.**

The Dunedin Museum a small/medium size facility has 5 full and part time employees. The Museum has two full time employees, one is a male senior citizen employee, and the other is a female in her 40's, with a Spanish cultural background originally from New Mexico. The remaining staff is part time 2 senior citizens Caucasian that maintain the gift shop, the other part time employee is a Caucasian female who has several minor handicaps but performs her duties as administrative office manager without any difficulties.

The Board of Trustees is made up of 10 individuals. The board has 5 males, and 5 females. One of the male trustees has a handicap that makes it necessary for him unable to walk staircases and must use the elevator to the second-floor meeting room. One Trustee is African American who is a retired highly decorated military officer from Special Forces who is a native of Dunedin. One female Trustee is of Spanish heritage and is helping the museum to translate text, and labels into Spanish, and helps with tours for Spanish speaking families who cannot speak English. One female Trustee is a retired educator for the Pinellas County School System and has a multi-heritage background and can fluently speak and read three languages. The remaining two Trustees are male. The first member is a retired lawyer and the other a retired Bank vice-president and foundation member. The Museum's retired banker is proficient in sign language and is teaching staff to learn the methods of signing. The retired attorney has a son with Autism and is extremely sensitive to the needs of individuals who have Autism and helped setup the relationship with the Museum and the National Autism Society.

The Museum's volunteer staff is composed of approximately 40 individuals, that are mostly retired senior citizens. Some of the individuals are seasonal and spend half a year in Dunedin. Some of these individuals work in the gift shop as clerks or salespersons, some individuals are docents who take school or summer camp groups throughout the Museum, and the remaining volunteers help the museum with various fund-raising projects or special events held to benefit the museum. Volunteers are taught to remember that all the individuals who visit the museum are to be treated as equals and with respect.

The most diverse group of individuals at the Museum is always interns from the high school to the College level. Through the years the Museum has worked with local high schools for the Bright Scholarship for students as well as college students seeking either experience in the museum field or

extra course credit. Many of our students come from various diverse backgrounds. These backgrounds include culturally, financially, physical, or intelligence. Our program teaches interns while working together in various projects they work as a team and follow the guidelines we have set through the Museum's mission statement. We are immensely proud of our interns and feel this has been a successful program.

## **G. Track Record** Page 7 of 12

### **36. Fiscal Condition and Sustainability**

Describe the fiscal condition of the organization as it relates to the successful completion of the proposal. Also describe plans to sustain the proposal activities after the grant period.

This last fiscal year for all museums has been a horrific financial burden. Since the Museum closed in March 2020 for almost 5 months, many forms of revenue that sustain the Museum were lost including attendance, fund-raisers, and museum gift shop purchases. The Museum has an on-line gift shop which was heavily advertised throughout the pandemic on our website and Facebook and did help raise some revenue. Additional revenue was lost though cancellations at Andrews Chapel which is used for weddings and events. Weddings were cancelled or postponed until later in the year. Due to the pandemic staff members were working from home or reduced hours to save income. The Curator worked on internet programming and the Director and Board of Trustees applied for grants such as the PPP loan, the NEA Cares, Florida Humanities Council Cares, and the Pinellas Alliance of Arts. The Museum was fortunate enough to receive funding from many of these sources and because the Museum is a non-profit institution, many of the government loans were forgiven and do not have to be paid back.

The Museum originally had to use some its reserve funding to pay staff and operational bills, during the pandemic. The reserve funding was paid back, through the help of the government Cares programs. The Museum's bank, Center State also provided a credit line of \$75,000, with low interest, and a 5-year payback if the Museum needed additional funds. The DHM received several private donations to supplement loss revenue, and museum membership continued with many members increasing levels to help. The City of Dunedin plans to support the DHM in the 2022 budget for \$45,000.

DHM, reopened in July which helped provide a source of revenue once again. The Museum's finance committee is willing to give expertise and influence to increase the financial growth of the Museum. DHM also plans to raise funding from private donors, sponsors for the temporary exhibits and once again generate additional rental revenue from the Museum and Andrews Memorial Chapel for weddings, meetings, and special events.

DHM usually holds three major fundraising events per year to generate operational revenue but due to the pandemic two out of the three had to be cancelled. DHM has accounts with cash reserves set up in money markets and CD accounts totaling \$75,750. DHM also has a restricted Endowment Fund of \$65,000 and plans to continue to increase that amount.



37. Completed Fiscal Year End Date (m/d/yyyy) \* 9/30/2020

### 38. Operating Budget Summary

Expenses	Previous Fiscal Year	Current Fiscal Year	Next Fiscal Year
1. Personnel: Administrative	\$79,500	\$79,500	\$79,500
2. Personnel: Programmatic	\$21,000	\$19,000	\$26,000
3. Personnel: Technical/Production	\$14,000	\$10,000	\$14,000
4. Outside Fees and Services: Programmatic	\$10,000	\$7,500	\$10,000
5. Outside Fees and Services: Other	\$8,500	\$6,500	\$8,500
6. Space Rental, Rent or Mortgage			
7. Travel	\$1,200	\$2,500	\$2,500
8. Marketing	\$4,000	\$8,000	\$8,000
9. Remaining Operating Expenses	\$100,300	\$87,000	\$90,000
<b>A. Total Cash Expenses</b>	<b>\$238,500</b>	<b>\$220,000</b>	<b>\$238,500</b>
<b>B. In-kind Contributions</b>	<b>\$6,500</b>	<b>\$6,500</b>	<b>\$6,500</b>
<b>C. Total Operating Expenses</b>	<b>\$245,000</b>	<b>\$226,500</b>	<b>\$245,000</b>
Income	Previous Fiscal Year	Current Fiscal Year	Next Fiscal Year
10. Revenue: Admissions	\$6,200	\$20,000	\$21,000
11. Revenue: Contracted Services	\$5,100	\$15,000	\$25,000

12. Revenue: Other	\$7,000	\$68,500	\$65,000
13. Private Support: Corporate	\$10,000	\$10,000	\$10,000
14. Private Support: Foundation	\$5,000	\$7,500	\$7,500
15. Private Support: Other	\$30,000	\$25,000	\$40,000
16. Government Support: Federal	\$74,900	\$5,000	\$5,000
17. Government Support: State/Regional	\$27,800	\$18,523	\$14,000
18. Government Support: Local/County	\$75,000	\$53,977	\$51,000
19. Applicant Cash			
<b>D. Total Cash Income</b>	<b>\$241,000</b>	<b>\$223,500</b>	<b>\$238,500</b>
<b>B. In-kind Contributions</b>	<b>\$6,500</b>	<b>\$6,500</b>	<b>\$6,500</b>
<b>E. Total Operating Income</b>	<b>\$247,500</b>	<b>\$230,000</b>	<b>\$245,000</b>

### 39. Additional Operating Budget Information - (Maximum characters 500.)

Use this space to provide the panel with additional detail or information about the operating budget. Please explain any deficits, excess revenue, or major changes to any line items or budget totals. If not applicable, then write "not applicable."

**October 2019- September 2020, last complete budget year. Pandemic financial support went in Income under state, and federal through the CARES funding programs.**

**Grants applied included two PPP loans, the NEA Cares, Florida Humanities Council Cares, and the Pinellas Alliance of Arts. The Museum received funding, because the Museum is a non-profit institution, the government loans were forgiven and do not have to be paid back.**

**Originally some reserve funding was used to pay staff and operational bills, during the pandemic. The reserve funding was replaced through the government Cares programs.**

### 40. Paid Staff

- Organization has no paid management staff.
- Organization has at least one part-time paid management staff member (but no full-time)
- Organization has one full-time paid management staff member
- Organization has more than one full-time paid management staff member

**41. Hours \***

- Organization is open full-time
- Organization is open part-time

**42. Does your organization have a strategic or long range plan?**

- Yes
- No

# H. Track\_Record Page 8 of 12

## 43. Rural Economic Development Initiative (REDI) Waiver

Yes

No

## 44. Proposal Budget Expenses:

Detail estimated proposal expenses in the budget categories listed below. Include only expenses that specifically related to the proposal. You can find a list of non-allowable and match only expenses at <http://dos.myflorida.com/cultural/grants/grant-programs/>. Proposal Budget expenses must equal the Proposal Budget income.

The expense section contains three columns:

- a. Grant funds (these are the funds you are requesting from the state)
- b. Cash Match (theses are earned or contributed funds supplied by your organization))
- c. In-kind (the value of donated goods and services)

Do not include any non-allowable expenses in the proposal budget. (see non-allowable expenses).

For General Program Support the Proposal Budget should match the operating budget minus any non-allowable expenses (see non-allowable expenses).

### 44.1 Personnel: Administrative \*

#	Description	Grant Funds	Cash Match	In-Kind Match	Total
1	office manager	\$0	\$1,542	\$0	\$1,542
2	Director	\$0	\$5,558	\$0	\$5,558
<b>Totals:</b>		<b>\$0</b>	<b>\$7,100</b>	<b>\$0</b>	<b>\$7,100</b>

### 44.2 Personnel: Programmatic \*

#	Description	Grant Funds	Cash Match	In-Kind Match	Total
1	Educational staff	\$2,000	\$0	\$0	\$2,000
2	Exhibits/curatorial staff	\$7,170	\$6,328	\$0	\$13,498
<b>Totals:</b>		<b>\$11,170</b>	<b>\$11,030</b>	<b>\$0</b>	<b>\$22,200</b>

#	Description	Grant Funds	Cash Match	In-Kind Match	Total
3	Research curator	\$2,000	\$4,702	\$0	\$6,702
<b>Totals:</b>		<b>\$11,170</b>	<b>\$11,030</b>	<b>\$0</b>	<b>\$22,200</b>

#### 44.3 Personnel: Technical/Production \*

#	Description	Grant Funds	Cash Match	In-Kind Match	Total
1	Personal/technical	\$2,600	\$1,000	\$0	\$3,600
2	Internet technical	\$2,300	\$1,000	\$0	\$3,300
<b>Totals:</b>		<b>\$4,900</b>	<b>\$2,000</b>	<b>\$0</b>	<b>\$6,900</b>

#### 44.4 Outside Fees and Services: Programmatic \*

#	Description	Grant Funds	Cash Match	In-Kind Match	Total
1	Exhibits/design/rental	\$6,000	\$6,500	\$0	\$12,500
2	fabrication/curatorial	\$11,723	\$5,500	\$0	\$17,223
<b>Totals:</b>		<b>\$17,723</b>	<b>\$12,000</b>	<b>\$0</b>	<b>\$29,723</b>

#### 44.5 Outside Fees and Services: Other \*

#	Description	Grant Funds	Cash Match	In-Kind Match	Total
1	artisit/photographer/graphic	\$2,089	\$1,411	\$0	\$3,500
2	magazine/layout/flyer	\$2,000	\$2,000	\$500	\$4,500
<b>Totals:</b>		<b>\$4,089</b>	<b>\$3,411</b>	<b>\$500</b>	<b>\$8,000</b>

#### 44.6 Space Rental (match only) \*

#	Description	Cash Match	In-Kind Match	Total
<b>Totals:</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

#	Description	Cash Match	In-Kind Match	Total
1	n/a	\$0	\$0	\$0
<b>Totals:</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**44.7 Travel (match only) \***

#	Description	Cash Match	In-Kind Match	Total
1	Travel	\$800	\$0	\$800
<b>Totals:</b>		<b>\$800</b>	<b>\$0</b>	<b>\$800</b>

**44.8 Marketing \***

#	Description	Grant Funds	Cash Match	In-Kind Match	Total
1	television ads	\$1,118	\$1,259	\$0	\$2,377
2	newspaper	\$1,000	\$1,200	\$0	\$2,200
<b>Totals:</b>		<b>\$2,118</b>	<b>\$2,459</b>	<b>\$0</b>	<b>\$4,577</b>

**44.9 Remaining Proposal Expenses \***

#	Description	Grant Funds	Cash Match	In-Kind Match	Total
1	office/mailling/stamps	\$0	\$1,200	\$0	\$1,200
<b>Totals:</b>		<b>\$0</b>	<b>\$1,200</b>	<b>\$0</b>	<b>\$1,200</b>

**Amount of Grant Funding Requested: \$40,000**

**Cash Match: \$40,000**

**In-Kind Match: \$500**

**Match Amount: \$40,500**

**Total Project Cost: \$80,500**

**45. Proposal Budget Income:**

Detail the expected source of the cash match (middle column) your organization will be using in order to match the state funds (first column) outlined in the expense section. Use the budget categories listed below. Do not include your grant request (first column) or in-kind (third column). Include only income that specifically relates to the proposal. The Proposal Budget income must equal to the Proposal Budget cash match in the expenses.

**45.1 Revenue: Admissions \***

#	Description	Cash Match	Total
1	Revenue/admissions	\$5,200	\$5,200
<b>Totals:</b>		<b>\$0</b>	<b>\$5,200</b>

**45.2 Revenue: Contracted Services \***

#	Description	Cash Match	Total
1	contracted services	\$4,000	\$4,000
<b>Totals:</b>		<b>\$0</b>	<b>\$4,000</b>

**45.3 Revenue: Other \***

#	Description	Cash Match	Total
1	Revenue other	\$3,000	\$3,000
<b>Totals:</b>		<b>\$0</b>	<b>\$3,000</b>

**45.4 Private Support: Corporate \***

#	Description	Cash Match	Total
1	Corporate/Dunedin Refrigeration	\$5,000	\$5,000
<b>Totals:</b>		<b>\$0</b>	<b>\$5,000</b>

**45.5 Private Support: Foundation \***

#	Description	Cash Match	Total
1	Foundation/Fox family-Schilling family	\$8,300	\$8,300
<b>Totals:</b>		<b>\$0</b>	<b>\$8,300</b>

**45.6 Private Support: Other \***

#	Description	Cash Match	Total
1	Private Donor/ Melba Rilott	\$10,000	\$10,000
<b>Totals:</b>		<b>\$0</b>	<b>\$10,000</b>

**45.7 Government Support: Federal \***

#	Description	Cash Match	Total
1	n/a	\$0	\$0
<b>Totals:</b>		<b>\$0</b>	<b>\$0</b>

**45.8**

**45.9 Government Support: Local/County \***

#	Description	Cash Match	Total
1	Local/City of Dunedin	\$4,500	\$4,500
<b>Totals:</b>		<b>\$0</b>	<b>\$4,500</b>

**45.10 Applicant Cash \***

#	Description	Cash Match	Total
1	n/a	\$0	\$0
<b>Totals:</b>		<b>\$0</b>	<b>\$0</b>

**Total Project Income: \$80,500**

**45.11 Proposal Budget at a Glance**

Line	Item	Expenses	Income	%
A.	Request Amount	\$40,000	\$40,000	50%
B.	Cash Match	\$40,000	\$40,000	50%
	Total Cash	\$80,000	\$80,000	100%
C.	In-Kind	\$500	\$500	1%
	Total Proposal Budget	\$80,500	\$80,500	101%



#### **46. Additional Proposal Budget Information (optional)**

Use this space to provide the panel with additional detail or information about the proposal budget. For example, if you have more in-kind than you can include in the proposal budget you can list it here.

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The budget is planned for the grant cycle for 2022/2023 and all the financial planning is based on a normal year of operation. If the pandemic does return, this could have the potential of changing budget plans or programming.

# I. Attachments and Support Materials Page 9 of 12

Complete the support materials list using the following definitions.

- **Title:** A few brief but descriptive words. Example: "Support Letter from John Doe".
- **Description:** (optional) Additional details about the support materials that may be helpful to staff or panelists. Identify any works or artists featured in the materials. For larger documents, please indicate page number for DAC credit statement and/or logo.
- **File:** The file selected from your computer. For uploaded materials only. The following sizes and formats are allowed.

Content Type	Format/extension	Maximum size
Images	.jpg, .gif, .png, or .tiff	5 MB
documents	.pdf, .txt, .doc, or .docx	10 MB
audio	.mp3	10 MB
video	.mp4, .mov, or .wmv	200 MB

MacOS productivity files such as Pages, Keynote, and Numbers are not acceptable formats. Please save files into .pdf format before submission.

## 47. Required Attachment List

Please upload your required attachments in the spaces provided.

47.1

### Substitute W-9 Form

File Name	File Size	Uploaded On	View (opens in new window)
DOC061021-06102021120746.pdf	784 [KB]	6/10/2021 12:29:50 PM	View file

## 48. Support materials (required)

File	Title	Description	Size	Type	View (opens in new window)
Letter to grant panel 5.21.21.pdf	Letter From Executive Director		574 [KB]		View file

File	Title	Description	Size	Type	View (opens in new window)
DHM ADA.docx			316 [KB]		<a href="#">View file</a>
Long Range Plan.docx	Long Range Plan		18 [KB]		<a href="#">View file</a>
BYLAWS-Signed Bylaws 2015.pdf	ByLaws		5742 [KB]		<a href="#">View file</a>
Letters of Support.pdf	Letters of Support		5191 [KB]		<a href="#">View file</a>
Supporting Materials 2021.pdf	Programming Support Material		7161 [KB]		<a href="#">View file</a>
DHM-Pamphlet_Interior.png	ADA Supplemental Signage		429 [KB]		<a href="#">View file</a>
Supporting Material 2021.pdf	Programming Support Material		8838 [KB]		<a href="#">View file</a>

**48.1**

## **J. Notification of International Travel** Page 10 of 12

In accordance with Section 15.182, Florida Statutes, the grantee shall notify the Department of State of any international travel at least 30 days before the date the international travel is to commence or, when an intention to travel internationally is not formed at least 30 days in advance of the date the travel is to commence, as soon as feasible after forming such travel intention. Notification shall include date, time, and location of each appearance.

### **49. Notification of International Travel**

I hereby certify that I have read and understand the above statement and will comply with Section 15.182, Florida Statutes, International travel by state-funded musical, cultural, or artistic organizations; notification to the Department of Economic Opportunity.

# K. Florida Single Audit Act Page 11 of 12

## Florida Single Audit Act

In accordance with Section 215.97(2)(a) and 215.97(8)(a), Florida Statutes, and the policies and procedures established by the Division of Arts and Culture, the grantee is required to certify annually if your organization with FEIN (insert FEIN here) expended \$750,000 or more from all combined state sources and all combined federal sources during your organization's fiscal year. If your organization has exceeded the threshold of \$750,000, your organization will be required to comply with the Florida Single Audit Act. You will be required to complete a separate certification form in [dosgrants.com](https://dosgrants.com) following the close of your fiscal year.

### 50. Florida Single Audit Act

I hereby acknowledge that I have read and understand the above statement and will comply with Section 215.197, Florida Statutes, Florida Single Audit Act and the policies and procedures established by the Division of Arts and Culture.

# L. Review & Submit Page 12 of 12

## 51. Guidelines Certification

I hereby certify that I have read and understand the guidelines and all application requirements for this grant program outlined under section 265.701, Florida Statutes and incorporated by reference into Rule 1T-1.039, Florida Administrative Code.

## 52. Review and Submit

I hereby certify that I am authorized to submit this application on behalf of Dunedin Museum, Inc. and that all information indicated is true and accurate. I acknowledge that my electronic signature below shall have the same legal effect as my written signature. I am aware that making a false statement or representation to the Department of State constitutes a third degree felony as provided for in s. 817.155, F.S., punishable as provided for by ss. 775.082, 775.083, and 775.084.

### 52.1 Signature (Enter first and last name)

Vincent G. Luisi

