

# Sosyete Koukouy of Miami, Inc.

**Project Title:** Specific Cultural Project 2023

**Grant Number:** 23.c.pr.110.100

**Date Submitted:** Monday, May 24, 2021

## A. Cover Page Page 1 of 12

### Guidelines

Please read the current Guidelines prior to starting the application: 2023-2024 Specific Cultural Project Grant Guidelines

### Application Type

**Proposal Type:** Discipline-Based


**Funding Category:** Level 1

**Discipline:** Literature

**Proposal Title:** Specific Cultural Project 2023

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

### Applicant Information

- a. **Organization Name:** Sosyete Koukouy of Miami, Inc. 
- b. **DBA:**
- c. **FEID:** 65-0011457
- d. **Phone number:** 305.757.9922
- e. **Principal Address:** 5919 NE 2nd Avenue Miami, 33137
- f. **Mailing Address:** 5919 NE 2nd Avenue Miami, 33137
- g. **Website:** <http://www.sosyetekoukouy.org/>
- h. **Organization Type:** Nonprofit Organization
- i. **Organization Category:** Cultural Organization
- j. **County:**
- k. **DUNS number:** 804411051
- l. **Fiscal Year End Date:** 06/30

### 1. Grant Contact \*

**First Name**

Jean-Marie

**Last Name**

Denis

**Phone** 954.391.3398

**Email** flstatemapou@gmail.com

### 2. Additional Contact \*

**First Name**

Jean-Marie

**Last Name**

Denis

**Phone** 954.391.3398

**Email** flstatemapou@gmail.com

### 3. Authorized Official \*

**First Name**

Jean-Marie

**Last Name**

Denis

**Phone** 954.391.3398

**Email** flstatemapou@gmail.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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Fair/Festival

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**4.3 Applicant Discipline**

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Multidisciplinary

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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)

## D. Quality of Offerings Page 4 of 12

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

The mission of Sosyete Koukouy of Miami, Inc. is to preserve Haitian culture in the United States through education and the arts. Sosyete Koukouy presents and produces programs that increase awareness of Haitian people, of their language, rituals and traditions, and of their historical and artistic contributions to the national and international cultural landscape. It also produces programs that foster greater understanding and respect for the arts and artists of Haitian descent. *This application pertains specifically to the Little Haiti Book Festival organized by Sosyete Koukouy.*

### 10. Project 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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The **Little Haiti Book Festival Online** features authors from Haiti and the Haitian diaspora, panel discussions and performances, and storytelling and dance for children, too!

Established and emerging creatives will present their work, conduct workshops, and participate in an exchange of ideas. We believe in the transformative power of the arts. Discussions with authors, creative writing and publishing classes, children's learning activities, traditional and modern music, spoken word poetry, and traditional Caribbean cuisine: this Book Festival serves as a point of cultural pride for Little Haiti, highlighting the literary and intellectual vibrancy of Haiti and its diaspora.

Bringing thousands of people together (in person and/or online) to share this profound experience is crucial to keeping our community involved in the many positive contributions Haiti has made to world history, especially in Miami and the Caribbean.

#### 10.1 Project 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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*This application pertains specifically to the Little Haiti Book Festival.*

#### **The goals of Little Haiti Book Festival are to:**

1. Promote a heightened awareness of Haitian books and literary culture and encourage a love of reading and writing, and participation in cultural dialogue, in Haitian Creole and English, with all activities in Creole and/or French being simultaneously translated into English.

2. Incorporate other Haiti-specific artistic disciplines (music, dance, theater, visual arts, film) into programming to appeal to the broadest possible number of people and celebrate shared humanity, and specifically Haiti, through the transmission of stories in various modes.
3. Offer arts education and literary opportunities related to Haitian culture for children and youth in Miami-Dade County.
4. Develop special programs and initiatives to appeal to the diverse South Florida community, including traditionally underserved populations.
5. Ensure sustainability of the community event through prudent fiscal management and creative uses of resources.
6. Broaden all levels of community support and involvement, thereby expanding outreach and leveraging additional resources.

### **10.2 Project 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"

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The objectives of the Little Haiti Book Festival are to:

1. Maintain high level of programming by inviting a minimum of 10 prize-winning authors to attract local, national and international visitors. All panels and conversations in French and/or Creole will be translated into English.
2. Showcase multiple Haiti-specific arts disciplines (a minimum of 5 events) through art exhibits, theatrical performances, films, and the presentation of different Haitian musical genres. Feature professional and student groups.
3. Continue to offer robust children's programming with author readings/presentations, folkloric storytelling and entertainment in Creole and/or English.
4. Expand marketing efforts through Internet, social media networks, web video sharing, and blog by 5%. Continue to highlight Haitian and Haitian-American writers, with a minimum of two living in Florida. Increase number of new exhibitors and more small/independent presses by 5%.
5. Continue cost cutting measures and generate revenue by charging exhibitors. Increase green efforts to lighten carbon footprint and save resources.
6. Develop additional partnerships with arts organizations, educational institutions, and businesses to ensure long-term survival.

### **10.3 Project 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:

1. Each May, present a literary festival in downtown Miami featuring readings, panel discussions, Q&A sessions, and book signings by more authors from Haiti and the Haitian diaspora, including Florida-based writers. In case social distancing is mandated, present the festival online on a platform that allows for easy access and high-quality programming.
2. Host an outdoor Street Fair at which Haitian and other international and American publishers and booksellers exhibit and sell their books. In case social distancing is mandated, allow for publishers and booksellers to feature their books on an online platform.
3. Present Haiti-specific musical performances, theater productions, film screenings, dance performances, and arts exhibitions.
4. Present Haiti-specific creative programs designed to encourage learning and imagination through reading and writing. Include author presentations for youth; hands-on learning activities and crafts; and music and dance. Feature professional performers and showcase youth performers.
5. Increase outreach to youth and others through social media such as Twitter, Facebook, Instagram, Pinterest, and YouTube. Create a strong, interactive website.
6. Secure additional in-kind support from media partners.

#### **10.4 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 Little Haiti Book Festival, which has been presented in part by Sosyete Koukouy of Miami for the past seven years, is organized in collaboration with Miami Dade College's Miami Book Fair, widely considered to be the best book festival in the United States. The Festival is made possible by the generosity of the Green Family Foundation and the FIU Kimberly Green Latin American and Caribbean Center. We continue to count on the support of Miami-Dade County Department of Cultural Affairs, the Cultural Affairs Council, the Mayor, and the Miami-Dade County Board of County Commissioners, the City of Miami and Commissioner Keon Hardemon, the General Consulate of Haiti in Miami, Ayiti Community Trust, The Children's Trust, Center for Haitian Studies, Dr. Angelo E. Gousse, the Haitian Times, the Little Haiti Cultural Complex, Libreri Mapou bookstore, AEDAP, Sant La, and Fanm Ayisyen nan Miami. We also work closely with our media partners, L'Union Suite, the Haitian American, Chokarella, Haitian Ladies Network, Imaginart, Island TV, and WSRF.

#### **11. 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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The Little Haiti Book Festival will be on Sunday, May 7, 2023. This book festival, which features a full day of vibrant cultural exposure to writers, booksellers, performers, and more, requires 12 months to plan.

Sosyete Koukouy has developed a detailed month-by-month timeline.

- Staff members debrief during the month after the Festival, compile recommendations for the next Festival, evaluate successes and challenges, and pay invoices.
- Starting in January, staff members resolve any pending issues, prepare final reports, update databases, and complete thank you letters.
- During the next eight months, programmers research programming possibilities, prepare budget projections, update email lists, develop promotional materials, update and make available online the exhibitor application, create author invitations, complete grant applications, finalize brochures and fairgoers guide, update media strategies, design layout for Festival, update website, develop schedule, coordinate author travel and logistics, distribute surveys, hold a volunteer orientation session, among many, many other tasks.

This type of detailed planning and revisions ensures the ongoing success and stellar reputation of our event.

### **11.1 Artist Projects only**

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

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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.

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

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4

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

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4

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

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1,500

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

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0

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

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500

#### 17. 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.

**17.1 Number of artists directly involved?**

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50

**17.2 Number of Florida artists directly involved?**

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50

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

2050

**18. How many individuals will benefit through media?**

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10,000

**19. 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.

**19.1 Race Ethnicity: (Choose all that apply) \***  Black or African American

**19.2 Age Ranges (Choose all that apply): \***  No specific age group.

**19.3 Underserved/Distinct Groups: \***  No specific underserved/distinct group

**20. Describe the demographics of your service area.**

Florida has the highest population of Haitians outside of Haiti. Haitian residents are concentrated in several neighborhoods and cities in Miami-Dade County, with about 42% of this population located in Little Haiti. Sosyete Koukouy/Little Haiti Book Festival serves the estimated 2.71 million residents who call Miami-Dade home. There are pockets of Haitians in municipalities throughout Broward County and Palm Beach County as well, and many people travel south to Miami for the Festival.

**21. 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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**22. 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.

- Broward
- Miami-Dade
- Palm Beach

### **23. 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.

- Broward
- Miami-Dade
- Palm Beach

### **24. 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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Over the past years, we have been reimagining the ways in which Sosyete Koukouy connects people to books and authors online. We've presented **Little Haiti Book Festival Online** via Crowdcast and Facebook Live, featuring authors from Haiti and the Haitian diaspora, panel discussions and performances, and storytelling and dance for children, too! Events included a prerecorded, subtitled portion, followed by a LIVE Q&A.

Like many cultural organizations, the Festival plans to continue online presentations next year to maintain and expand our audiences. We're planning a hybrid format, with virtual events in addition to the in-person Festival.

By using online platforms, we connected with Haitians as far as Chili and New Zealand. We reached remarkably diverse, far-reaching audiences. Audience participation was high on Facebook Live. The program was restreamed/cross-posted on the following pages: Sosyete Koukouy of Miami, Miami Book Fair, Chokarella, L'Union Suite, the Haitian American, and the Haitian Ladies Network. People who attended the panels online had the opportunity to ask questions by commenting on Facebook Live -- and those questions were addressed in real time by the panelists.

Our booksellers, Libreri Mapou and Books and Books, both Florida-based, provided access to books, and our audiences got excited by what Florida (more specifically Little Haiti) has to offer.

### **25. 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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Located in Miami's historic Little Haiti community, Sosyete Koukouy/Little Haiti Book Festival serves the estimated 2.71 million residents who call Miami-Dade home.

Based on the national report Arts & Economic Prosperity IV, Miami-Dade based arts organizations generate almost \$1.1 billion in economic impact and create some 30,000 full-time jobs.

For more than three decades, Sosyete Koukouy has been a key player in the local cultural scene, and as such, has positively impacted the South Florida economy through the generation of jobs, revenue and cultural tourism.

Art audiences pump an estimated \$400 million of revenue into local restaurants, hotels, retail stores, parking garages, galleries and other local businesses. Sosyete Koukouy, along with partnering arts, cultural and educational organizations, provides volunteer opportunities for residents to donate time and expertise. Sosyete Koukouy/Little Haiti Book Festival collaborates with local, state and national organizations to stay abreast of community needs, economic development efforts, and the role arts and culture can play in the health and well-being of residents.

Sosyete Koukouy/Little Haiti Book Festival geographic service area extends far beyond the county lines – to neighboring counties (Broward and Palm Beach) to residents in the state of Florida to booklovers across the nation. We have seen visitors from Haiti and other parts of the Caribbean, as well as the U.S. and Canada to enjoy the wealth of offerings. These visitors generate revenue for the community by booking hotel accommodations, renting cars, frequenting restaurants, and attending local museums and cultural centers.

Education Activities: Sosyete Koukouy/Little Haiti Book Festival is deeply committed to fostering the next generation of readers. Through educational programs, the Fair offers hands-on art and writing workshops and presentations by children's authors and traditional storytellers as well as musicians. We work to involve families, emphasizing the importance of family participation in children's learning activities. We specifically promote the importance of being bilingual and bicultural, and therefore present these programs in Haitian Creole as well as English.

We provide approximately 500 free books to children throughout the day of the Festival.

Sosyete Koukouy/Little Haiti Book Festival will also present author events with simultaneous translation; this will ensure that non-Creole speaking/English-only community in South Florida have more access to the many authors and programs on the schedule.

## 26. Marketing and Promotion

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

Billboards

- Brochures
- Collaborations
- Direct Mail
- Email Marketing
- Magazine
- Newsletter

- Newspaper
- Pay Per Click (PPC) Advertising
- Podcast
- Radio
- Organic Social Media
- Paid Social Media
- Television
- Other

## **26.2 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?

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Sosyete Koukouy/Little Haiti Book Festival has successfully implemented aggressive marketing strategies to effectively reach regional, national and international markets. In an effort to generate maximum attendance, we partnered with Miami Book Fair to access their local social marketing firm to heavily promote the Little Haiti Book Festival through social media and other electronic channels, including Facebook, Twitter, Pinterest, Instagram, YouTube, Snap Chat e-blasts, and more. Sosyete Koukouy's partnership with the Miami Book Fair also gives us access to a public relations specialist with experience working in the English-language and Haitian markets.

Highlights of the 2022 Marketing Plan include:

- \* Event promotion through more than 300 radio and television Public Service Announcements (PSAs) on English-only and Haitian stations.
  - \* Placement of local and national ads in both English and Haitian Creole; ads and calendar listings in select trade publications and specialty magazines.
  - \* Numerous feature articles in local and national press.
- Increased online marketing through our media partners (which will reach international markets) and social networks such as Twitter and Facebook.
- \* Online ads in cultural event happening sites such as Pikliz.com, Miami.com, and L'Union.com.
  - \* Banners in strategic locations throughout the city as well as bus shelter advertising will be placed on various Miami-Dade County streets and highways.
  - \* Electronic cinema ads will run the month of the Fair at O'Cinema
  - \* 5,000 flyers will be distributed throughout Miami-Dade and Broward counties at relevant locations and events.

Our partnership with Miami Book Fair makes it possible for Little Haiti Book Festival to have a state-of-the-art website that lists all of the events and activities and will promote the Fair to a vast international audience and will attract a new population of Fairgoers.

Cross-links will be established with the Greater Miami Convention and Visitors Bureau's site as well as with national publishers and other organizations in the book industry. Through marketing efforts with our online media partners, an international audience will be directed to our site. In addition, the site provides a travel section including airline and rental car partner discounts, and a detailed map with pin-points and addresses of local hotels providing special rates.

The Little Haiti Book Festival receives wonderful coverage from national print, radio and television stations, not only through PSAs, but with author and cultural entertainer interviews, conversations

with Festival organizers and volunteers, on-the-spot coverage from the Festival, reports on specific events and personalities, as well as providing general coverage.

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

**27. 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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Sosyete Koukouy board of directors continuously strive to ensure that programming activities are accessible and welcoming to all audiences. Special efforts are made to reach all members of our diverse community, including those persons with disabilities. The Little Haiti Cultural Center, where the Little Haiti Book Festival takes place, are accessible to persons with disabilities; City of Miami conducts a periodic self-evaluation of its facilities and programs to ensure compliance with the Americans with Disabilities Act.

The Festival Guide include specific language and instructions about accessibility. The grounds of Little Haiti Cultural Center and all venues are wheelchair accessible. Guests who require special services (sign language interpreting or assistive listening devices) are accommodated when requests are given with 72 business hours notice. Personal assistants may attend all events at no charge. Further, service animals are welcome to all events.

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

### 28. Policies and Procedures

Yes

No

### 29. Staff Person for Accessibility Compliance

Yes

No

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

Jean Marie Denis

### 30. 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.

**30.1 If yes, when was the evaluation completed?** 5/1/2020

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

Yes

No

**31.1 If yes include here:**

Sosyete Koukouy continuously strives to ensure that programming activities are accessible and welcoming to all audiences. Special efforts are made to build an inclusive culture that encourages, supports, and celebrates diversity, and to reach all members of our diverse community, including those persons with disabilities.

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

Interpreters are on site for simultaneous interpretation in English and Haitian Creole. Program materials are bilingual. Our online events also offer subtitles for individuals with hearing impairment.

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

Please find our diversity baseline demographic data below:

**Race:** 47.5% Black, 27.5% Latinx, 17.5% White, 7.5% Biracial/Multi-racial

**Gender:** 84% Cis Woman, 12.5% Cis Man, 3% Genderfluid/Non-binary

**Orientation:** 75% Straight/Heterosexual, 25% Bisexual/Pansexual

**Spoken Languages:** 73% 2 languages, 20.50% 1 Language, 6.50% 3 languages or more

**English as First Language:** 59% No, 41% Yes

**Disabilities:** 77.5% Non-Disabled, 22,5% Disabled



## G. Track Record Page 7 of 12

### 34. 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.

For more than two decades, Sosyete Koukouy has operated as a non-profit organization with its own operating budget and Board of Directors. During that time, steady financial and in-kind support from Miami Dade County and community partners have been critical to the organization's continued success. Our partnership with Miami Book Fair, a 35+-year-old organization and the most successful and longest running book festival in the country will provide additional stability as they are providing in-kind support to include the staff time of programs director, programmer, and logistics coordinator, graphic design and printing support and more.

Over the years, Sosyete Koukouy has continuously looked at creative ways to reduce spending, generate income, sustain ongoing program activities, and stretch our finite resources. Grant funding from the Florida Division of Cultural Affairs is more important than ever; state funding supports programming expenses, serves as leverage for the acquisition of other funds, and serves as recognition of the Festival's artistic excellence.

Our board members and Miami Book Fair's development staff works to secure sponsorships. Sosyete Koukouy has a track record of securing financial support from corporate sponsors, and governmental agencies in Miami-Dade. Sosyete Koukouy will continue to collaborate with other cultural institutions to explore ways to share programming, build audiences, and reduce expenses.

**35. Completed Fiscal Year End Date (m/d/yyyy) \*** 5/31/2021

### 36. Operating Budget Summary

<b>Expenses</b>	<b>Previous Fiscal Year</b>	<b>Current Fiscal Year</b>	<b>Next Fiscal Year</b>
1. Personnel: Administrative	\$10,000	\$10,000	\$15,000
2. Personnel: Programmatic	\$15,000	\$35,000	\$40,000
3. Personnel: Technical/Production	\$8,000	\$10,000	\$12,000
4. Outside Fees and Services: Programmatic	\$7,500	\$10,000	\$12,000
5. Outside Fees and Services: Other	\$5,500	\$6,500	\$7,500

6.	Space Rental, Rent or Mortgage			
7.	Travel	\$5,000		\$8,000
8.	Marketing	\$10,000	\$15,000	\$20,000
9.	Remaining Operating Expenses		\$6,500	
<b>A.</b>	<b>Total Cash Expenses</b>	<b>\$61,000</b>	<b>\$93,000</b>	<b>\$114,500</b>
<b>B.</b>	<b>In-kind Contributions</b>	<b>\$20,000</b>	<b>\$25,000</b>	<b>\$30,000</b>
<b>C.</b>	<b>Total Operating Expenses</b>	<b>\$81,000</b>	<b>\$118,000</b>	<b>\$144,500</b>
	<b>Income</b>	<b>Previous Fiscal Year</b>	<b>Current Fiscal Year</b>	<b>Next Fiscal Year</b>
10.	Revenue: Admissions			\$1,000
11.	Revenue: Contracted Services	\$10,000	\$15,000	\$20,000
12.	Revenue: Other	\$2,000	\$3,000	\$4,000
13.	Private Support: Corporate	\$10,000	\$10,000	\$15,000
14.	Private Support: Foundation	\$20,000	\$20,000	\$20,000
15.	Private Support: Other			\$1,000
16.	Government Support: Federal			
17.	Government Support: State/Regional			
18.	Government Support: Local/County	\$5,500	\$6,000	\$6,500
19.	Applicant Cash	\$13,000	\$13,500	\$14,000
<b>D.</b>	<b>Total Cash Income</b>	<b>\$60,500</b>	<b>\$67,500</b>	<b>\$81,500</b>

<b>B. In-kind Contributions</b>	<b>\$20,000</b>	<b>\$25,000</b>	<b>\$30,000</b>
<hr/>			
<b>E. Total Operating Income</b>	<b>\$80,500</b>	<b>\$92,500</b>	<b>\$111,500</b>

**37. 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."

N/A

**38. 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

**39. Hours \***

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

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

- Yes
- No

# H. Track\_Record Page 8 of 12

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

Yes

No

## 42. 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).

### 42.1 Personnel: Administrative \*

#	Description	Grant Funds	Cash Match	In-Kind Match	Total
1	Executive Director	\$0	\$0	\$7,500	\$7,500
2	Grant Administrator	\$2,500	\$1,000	\$0	\$3,500
3	Executive Assistant	\$2,500	\$1,000	\$0	\$3,500
<b>Totals:</b>		<b>\$5,000</b>	<b>\$2,000</b>	<b>\$7,500</b>	<b>\$14,500</b>

### 42.2 Personnel: Programmatic \*

#	Description	Grant Funds	Cash Match	In-Kind Match	Total
1	Various authors	\$5,000	\$5,000	\$0	\$10,000
<b>Totals:</b>		<b>\$15,000</b>	<b>\$7,000</b>	<b>\$0</b>	<b>\$22,000</b>

#	Description	Grant Funds	Cash Match	In-Kind Match	Total
2	Various artists	\$10,000	\$2,000	\$0	\$12,000
<b>Totals:</b>		<b>\$15,000</b>	<b>\$7,000</b>	<b>\$0</b>	<b>\$22,000</b>

42.3

42.4

42.5

**42.6 Space Rental (match only) \***

#	Description	Cash Match	In-Kind Match	Total
1	Event Location	\$0	\$3,000	\$3,000
<b>Totals:</b>		<b>\$0</b>	<b>\$3,000</b>	<b>\$3,000</b>

**42.7 Travel (match only) \***

#	Description	Cash Match	In-Kind Match	Total
1	Travel Costs for Authors and Artists	\$1,500	\$1,500	\$3,000
<b>Totals:</b>		<b>\$1,500</b>	<b>\$1,500</b>	<b>\$3,000</b>

**42.8 Marketing \***

#	Description	Grant Funds	Cash Match	In-Kind Match	Total
1	Radio and Ad Programs	\$5,000	\$2,000	\$0	\$7,000
2	TV Ads	\$0	\$0	\$500	\$500
<b>Totals:</b>		<b>\$5,000</b>	<b>\$2,000</b>	<b>\$500</b>	<b>\$7,500</b>

42.9

**Amount of Grant Funding Requested: \$25,000**

**Cash Match: \$12,500**

**In-Kind Match: \$12,500**

**Match Amount: \$25,000**

**Total Project Cost: \$50,000**

**43. 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.

43.1

43.2

43.3

43.4

43.5

**43.6 Private Support: Other \***

#	Description	Cash Match	Total
1	Private donors	\$2,500	\$2,500
<b>Totals:</b>		<b>\$0</b>	<b>\$2,500</b>

43.7

43.8

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

#	Description	Cash Match	Total
1	Miami Dade Cultural Affairs Grant	\$10,000	\$10,000
<b>Totals:</b>		<b>\$0</b>	<b>\$10,000</b>

43.10

**Total Project Income: \$50,000**

**43.11 Proposal Budget at a Glance**

Line	Item	Expenses	Income	%
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Line	Item	Expenses	Income	%
A.	Request Amount	\$25,000	\$25,000	50%
B.	Cash Match	\$12,500	\$12,500	25%
	Total Cash	\$37,500	\$37,500	75%
C.	In-Kind	\$12,500	\$12,500	25%
	Total Proposal Budget	\$50,000	\$50,000	100%

**44. 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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# 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.

## 45. Required Attachment List

Please upload your required attachments in the spaces provided.

45.1

### Substitute W-9 Form

File Name	File Size	Uploaded On	View (opens in new window)
Substitute W9 Sosyete Koukouy.pdf	68 [KB]	5/24/2021 8:09:10 PM	View file

## 46. Support materials (required)

File	Title	Description	Size	Type	View (opens in new window)
FairGoers's Guide.pdf	2019 Fairgoer's Guide	2019 Fairgoer's Guide	10839 [KB]		View file



File	Title	Description	Size	Type	View (opens in new window)
1080x1080 lhbf social 20214.jpeg	2021 Social Media Card	(In 2021, due to COVID, our programming continued to beonline)	729 [KB]		View file
DSC_0143.JPG	2018 Panel with Women Writers		475 [KB]		View file
1080x1080 lhbf social 202142.jpeg	2021 Activities for the Children		812 [KB]		View file
2018 LHBF cards Opening.jpg	2018 Opening Night		254 [KB]		View file
2019 LHBF social1.jpg	2019 Film Screening		399 [KB]		View file
2019 LHBF social2.jpg	2019 Literary Workshops		345 [KB]		View file
Little Haiti Book Festival 2021 — Sosyete Koukouy.pdf	2021 Programming		6492 [KB]		View file
Sample Live Feed.png	2021 Sample Live Feed	Chokarella re-streamed our panel "Gray Areas." Notice the 10K views.	2260 [KB]		View file

## **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.

### **47. 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](http://dosgrants.com) following the close of your fiscal year.

### 48. 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

## 49. 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.

## 50. Review and Submit

I hereby certify that I am authorized to submit this application on behalf of Sosyete Koukouy of Miami, 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.

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

Jean-Marie Denis

