

LOI Form

LOI

If you would like to complete this Letter of Intent in Word first and copy your answers over later, use the following link: [Download LOI](#)

The rubric that will be used to score your Letter of Intent can be found here: [Download LOI Rubric](#)

Please pay attention to character limits while working on your draft. These limits include spaces.

Organization Name*

Florida Botanical Gardens Foundation, Inc.

Project Name*

Create a brief name for this large capital project. This is how it will appear throughout the PCF grant portal.

Majeed Discovery Garden- a place for children and families

EIN*

59-1230940

Incorporation Year*

What year did your organization incorporate? This will be the year listed on your determination letter from the Internal Revenue Service.

1994

Organizational Mission Statement*

What is your organization's mission statement? This should be no longer than one or two sentences.

The Florida Botanical Gardens Foundation (FBGF) is committed to creating an environment at the Florida Botanical Gardens (FBG) for the community to come together for education, inspiration and enjoyment. Our values are to ethically, inclusively and respectfully serve our Visitors, Foundation Members and Donors through Advocacy, Collaboration, Diversity, Equity and Inclusion, Financial Security, Inspiration and Stewardship.

Unique Entity ID (SAM)

Please provide your organization's Unique Entity ID number. This is a specific number used by the federal government to identify your organization. **This is different from a DUNS number, which the federal government no**

longer uses.

If you do not have a Unique Entity ID number, you can create an account on SAM.gov and apply for one here (it is free and may take 3-4 days for approval): <https://sam.gov/content/home>

This field is optional as to not stop a qualifying organization from applying. HOWEVER, a Unique Entity ID number will be required if your organization is approved for a grant. Your organization should apply for a number now if it does not yet have one.

Character Limit: 12

ZZ6RUY2YMKF1

Annual Operating Budget Size*

Please provide the amount of your annual operating budget (expenditures only) for your entire organization.

\$471,295.00

Amount Requested*

The maximum grant amount is \$5 million. You may request up to 5% for grant administration, project management, and other indirect costs. Please be sure your indirect cost rate is represented in the figure you put below.

Note: You will be required to upload a more detailed budget if you are approved for the full application stage. You will need to also attach any bids, estimates, and agreements with contractors or other vendors in relation to the proposed project.

\$782,468.00

Does the total project cost exceed the amount your organization is requesting?*

Please note: Answering "Yes" will cause additional questions to load later in this application.

Examples

ABC Childcare is seeking funding for a new playground. ABC Childcare is asking PCF to fund \$150,000 for certain equipment, and will seek other funding and donations for the remaining \$20,000 of the playground. ABC Childcare would select "Yes" for this question.

Better Tomorrow, a mental health provider, is looking to expand their counseling center by two rooms to meet increased service demand arising from the pandemic. Better Tomorrow has secured \$25,000 in private contributions, and wants to request the remaining \$125,000 in this grant. Better Tomorrow would select "Yes" for this question.

DBE Food Pantry is seeking funding for a new HVAC unit for their pantry, and is requesting \$40,000 from PCF to cover the entire cost. DBE Food Pantry would select "No" for this question.

Yes

Parent Non-Profit/Subsidiaries*

If your organization has a parent non-profit that has multiple subsidiaries, will multiple subsidiaries be applying in this process?

Example

Better Tomorrow is the parent non-profit of three organizations. Two of those organizations want to apply in this process. Both would select "Yes" on this question.

No

Request Specifics

Organization Programming Background*

Please describe the programming your organization offers to the community and the length of time it has been doing so. That is, what does your organization **do** and **how long** has it been doing it?

For 20 years, the Florida Botanical Garden Foundation has created and implemented, family-oriented cultural and educational programs and events, making the County a desirable place to live and visit. The MDG outdoor classroom building and area will be center stage for this going forward:

EDUCATION- Weekly programming of interactive learning classes: Growing Up Wild, Youth Citizen Science Training, and Nature Club. We also offer docent lead and self-guided tours, with interpretive signage and brochures.

EVENTS- (all annual & free unless noted, number refers to attendance)

- Pumpkin Fest (800+): child focus with a pumpkin patch, pumpkin carving, & spooky activities in collaboration with the Florida Nursery, Growers and Landscaping Association and Pinellas County Farm Bureau.
- Earth Day Celebration (500+)
- Third Saturdays at Pinewood Cultural Park (400+ attendees): Celebration jointly with Creative Pinellas and Heritage Village with host of activities in each area
- Florida African American Celebration (5,000+) & 2022 Pinellas African American Heritage Celebration (1,000+): cultural day
- Holiday Lights (75,000+): Gardens sparkle with 1M twinkling, multi-color lights, vibrant laser shows, lighted snowmen, flamingos & other figures displayed to wow guests of all ages.
- Hops Night (adult paid event) (400): fund raising event with beer tasting from local breweries, food, music from local bands, and networking with the community.

TOURISM: Open daily from 7am-5pm. We work with Chambers' of Commerce (Amplify, Seminole, Belleaire, Bay Area Concierge Association, & Women In Tourism) to promote FBG as part of Pinellas County tourism. Our current social media presence is: 1,863,495 Google searches - 23,200 Facebook followers- 1,174 Twitter Followers - 38,840 Instagram followers.

FBG was one of the only venues opened for the entire COVID lock down and provided an outdoor haven for local residents and tourists.

Community Need*

Please describe the community need that exists for your programming. If you are able to cite quantitative, local data, that will strengthen your proposal.

Pinellas County is the most densely populated county in Florida. Green space for children/families is even more important as our population grows and green areas shrink. According to the 2020 census, there are 145,000 children aged 18 and under in the county. It is obvious that with the growing number of apartment buildings and families in the county, outdoor play space for children is shrinking. Having a place for parents to take children to play and discover outside is inherently needed.

The Child Mind Institute notes that the average child in the USA spends 4 to 7 minutes outside a day and 7 hours a day inside looking at a screen. The preference for indoor play has exacerbated health problems such as childhood obesity, asthma and ADHD. These health issues are more apparent in lower income neighborhoods, where children have less access to public green space for outdoor play and learning.

Environmental education researchers have concluded that children's gardens in urban locations can improve children's physical and mental health through the pleasure and play they experience in a natural, green environment. The websites 'childmind.org' and 'childrenandnature.org' have a plethora of research on the benefits to children spending time outdoors; including how being in nature is soothing as well as emotionally and physically healing.

In an average year, 20% of adults and 13% to 20% of children in the US struggle with mental illness (CDC's formal report (2013) on mental illness). Spending time in nature has been shown to reduce stress, improve cognitive functioning and the ability to focus (Berman, M.G., Jonides, J., & Kaplan, S. (2008).

It is clear, that if time in nature helps children and adults improve their well-being and decrease mental suffering, then a Children's Discovery Garden in the heart of Pinellas County is greatly needed. It will be a place that all families may enjoy, and reap the health benefits of the great outdoors.

Negative Economic Impact*

The following question is the keystone of a strong application in this process. If your organization cannot demonstrate a negative economic impact from the pandemic, your application will not qualify for committee review. If you are uncertain about what constitutes negative economic impact or how to demonstrate it, please contact PCF staff for technical assistance.

Describe your organization's negative economic impact arising from the COVID-19 pandemic. Examples could include:

- A reduction in revenue from 2019 to 2020
- Inflationary pressures
- Increases in demand for services that have not been compensated for through new revenue
- The use of reserves for unbudgeted expenses since the onset of the pandemic, and such use of reserves has prevented the purchase of capital assets
- A need for capital assets to offset community need for which your organization does not have the resources to purchase due to the negative economic harm from the pandemic
- A need for additional capital assets to adapt operations to accommodate health and safety guidelines by the CDC
- Growth in restricted pandemic-related revenue that does not permit capital asset acquisition

Note: If you are applying for both a Small Purchase and Large Project, you may reuse the answer for this question PROVIDED THAT the negative economic impact is relevant to both requests.

A detailed spreadsheet showing the negative economic impact with specific line item increase in costs and reduction of revenue is attached in the additional info section. A summary is as follows:

In 2020 we received a preliminary cost estimate for construction of \$1,754,621. This estimate was based on the construction manager's experience and cost information from subcontractors/suppliers, but was not part of a formal bid process. After COVID delays, a formal bid process in 2021 resulted in a Guaranteed Maximum Price (GMP) of \$2,651,336, nearly a \$900k increase. The substantial cost increase was due to both COVID delays/cost increases for materials; and design changes/site improvements required to address regulatory requirements to obtain the permits. We can't provide detailed line item documentation of the costs escalation from May 2020 to May 2021; however, the following shows the cost increase and reduction in revenue from 2021 to 2022:

COVID NEGATIVE IMPACT SUMMARY

\$559,468.00	Increase Costs (A- detailed on spreadsheet attached)
\$185,740.00	Reduction Revenue (B- detailed on spreadsheet attached)
\$ 37,260.00	5% grant administration, project management, and other indirect costs
\$782,468.00	Total

OTHER NEGATIVE IMPACTS FROM COVID: NON-QUANTIFIABLE LOSSES

* GIFT SHOP CLOSED -

Our gift shop is located in the IFAS building within the gardens and it was closed by the county for 18 months due to COVID. Our gift shop is a key hub for community interaction and serves as our:

- 'mini welcome center' where we meet/greet visitors, provide maps of the gardens and other information
- membership center- where we interact with current members and meet potential new members
- base for information on purchase of memorials in the gardens
- center for fundraising and our donation box is located outside the gift shop

* MEETING ROOMS CLOSED

- could not hold events that brings people together in the garden
- could not hold fundraisers

* HIGHER COST OF SUPPLIES

- cost of office supplies, printing costs
- cost of zoom to hold our board meetings and participate in County and other meetings virtually

*VOLUNTEERS

- when we did open, there were less volunteers because people were skeptical about COVID

* MEMBERSHIP

- we increased the amount of members due to the fact that we had more visitors, had virtual membership drives and fundraisers. However, it has significantly increased the cost of managing the membership program as well as the cost of the software to manage the database of members and donors.

Proposal Description*

The American Rescue Plan Act requires a request that is reasonable and proportional to the level of economic impact your organization experienced. This means the request you describe below should not be greater than the economic harm your organization has suffered.

Please describe your project proposal and address the following:

- What project will be undertaken with these funds?
- What is the estimated lifespan of the project/property improvement?
- How does it address the negative economic harm you described in the previous question?

Project:

Funds will be used to complete the build of the Majeed Discovery Garden (MDG) for children of all ages! A 2+acre site within the existing Gardens. Sowing the seeds of interest for future environmental stewards is a major goal of the project. The MDG will provide an oasis that is ADA compliant for the local community and tourists to come together to walk, picnic, play and learn amid a vast array of Florida Native flora and fauna. It is designed to entice, engage and educate children about the natural environment through discovery and play. We will hold educational programs for children 3 yrs and up with interactive learning experiences. Children can play hide and seek, climb a giant honeycomb, act and put on plays on a small stage, play musical themed instruments, cross a bamboo bridge, experience a sensory garden with fragrances and tactile experiences, observe wildlife in a pond, plant a seed or pot a plant, and water their plant from a hand pump or giant rain barrel. The outdoor classroom building will be a key feature that will provide covered space for learning, community gathering and special events.

This project will advance our mission of being committed to an environment at the Florida Botanical Gardens for the community to come together for education, inspiration and enjoyment and will serve thousands of families, from all walks of life and all abilities.

Lifespan:

The FBGF has a License Agreement with Pinellas County for a term of 25 years with the option for the parties to extend the term for an additional 15 years. The license starts upon opening of the MDG. Beyond the 40 years, the Foundation is committed to supporting its continuance as part of our mission.

Negative Economic Harm:

COVID did not allow us to complete this project when we wanted to and caused us negative economic harm by increased costs and reduced revenue.

Although the Gardens were open to the public throughout the pandemic, there was no opportunity to engage members or visitors because we could not hold events or fundraisers, conduct educational programs, or give docent led tours. Our gift shop was closed due to COVID. It is the hub of interaction with visitors/members; therefore we could not have conversations to address questions, provide information on education, membership or donations – all of which would have generated revenue. In addition, we lost revenue from merchandise sales that promote the gardens while continuing to pay staff during this time.

Number Served*

How many people will directly benefit from this capital project annually?

37000

Unduplicated vs. Duplicated*

Is the number indicated above duplicated or unduplicated?

Duplicated: A client is counted each time they access services

Unduplicated: A client is counted once, regardless of the number of times they access services

Example: ABC Food Bank operates two mobile food pantries, one in Clearwater and one in St. Petersburg. Taylor, a

Pinellas County resident, goes to both food pantries. If ABC Food Bank counts Taylor's visit TWICE, it is **duplicated**. If ABC Food Bank counts Taylor's visit ONCE, it is **unduplicated**.

Other (Explanation Required Below)

Other (Explanation Required)

If you selected "Other" in the previous question, please explain how your organization determined the number of clients that will benefit from the proposed capital project.

As a free, public space we cannot count the number of visitors to the gardens. However, through observation and random surveys, we note an average of 75 people per day. We expect a conservative 35%+ increase in this number because the major goal of this project is to offer education/events specifically focused on bringing children to the MDG. We will do this through partnerships with organizations in the QCT, with Home Schooled Children, with Boy/Girl Scouts, Big Brother/Big Sister, local church and school groups. We have reviewed multiple studies on the impact of opening of children's gardens and found that when children's gardens opened within the Botanical Gardens in NYC; Columbus,OH; and Lansing,Mi it resulted in a 35% to 200+% visitation increase within 1 year! We expect the same results given that our focus is the same as these gardens.

Rent vs. Own*

Does your organization rent or own the property for which you are proposing modifications?

Note: Selecting "Rent" will cause more questions to load below.

Rent

Guiding Principles - Client Impact*

The American Rescue Plan Act, which provides the funding for this grant program, aims to ensure an equitable recovery from the COVID-19 pandemic. The term "equity" is defined as:

The consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality.

One of the guiding principles of this fund is that it will apply a lens of equity to ensure the needs of specified priority populations are met.

Will this project benefit the community members defined above that have experienced disproportionate negative impacts from the COVID-19 pandemic? If so, how?

Our existing gardens and the new children's garden project will serve ALL community members. There are no barriers to entry:

- it is a free, public, green space that serves everyone
- we welcome everyone regardless of ethnicity, gender, sexuality or religion or economic status.

- it is American Disabilities Act (ADA) compliant so people of all abilities can access the area and partake in programs/events with no problem
- the children's garden will have a sensory garden for gentle stimulation of the senses for those with visual, physical, emotional and intellectual disabilities

In addition, we are building participation opportunities for individuals in the QCT and other under served communities. We are exploring all opportunities to enable everyone to get to the gardens and partake in the programs and events. We are looking into transportation logistics, offering low cost and/or free education classes and culturally specific events and activities. We will be collaborating with organizations that serve adversely affected populations to meet these desired goals.

Also, we know that the community loves these gardens as shown by the fact that during COVID, the garden buildings were closed from March 2020-May 2021, and yet during these 14 months about 740k people visited the garden during that period. (Data is from the Pinellas County Parks and Conservation Resources staff estimates based on car counters at the two parking lot entrances).

Community Connection

The American Rescue Plan Act (ARPA) prioritizes organizations that either have headquarters or carry out the majority of their operations inside Qualified Census Tracts (QCTs). QCTs are a standard method of identifying communities with a large proportion of low-income residents. The U.S. Department of Housing and Urban Development determines what areas qualify as QCT.

To assess if your organization serves or is headquartered in a QCT, use the following link:
https://www.huduser.gov/portal/sadda/sadda_qct.html

In the top right-hand corner, choose the state of Florida and Pinellas County. Then on the left-hand side of the screen, click the box next to "Color QCT Qualified Tracts." The QCT zones are denoted in purple. You can also map your address by adding it into the address box at the top to see if your location is inside the zones.

Below, please provide the location of your operations and the location of your headquarters, if different.

Headquarters Location*

Please provide your organization's headquarters address as it appears on your Sunbiz account. To check your Sunbiz registration, you may search here: <https://dos.myflorida.com/sunbiz/search/>
12520 Ulmerton Road, Largo, Florida 33774

QCT Determination - Headquarters*

Is this organization headquartered in a QCT?

No

Project Location*

Please provide the address or intersection where the property being modified is.

12520 Ulmerton Road, Largo, Florida 33774

QCT Determination - Project*

Is this organization's project in a QCT?

No

QCT Impact*

PCF understands that just because a project may not be located in a Qualified Census Tract, those who reside in one may access your services and may come to the location where your organization's project will take place.

- If applicable, please describe if you have clients that reside in a QCT as indicated on the map linked above, and the proportion of your clients that come from these areas.
- If your organization does not serve clients from a QCT, you can write "Not Applicable" below.

The Gardens are centrally located in Pinellas County and within 5 miles of 4 QCT's and 10 miles of all the QCT's in the county. We support these populations because we are the only free, public garden in the county accessible by car and buses. Entrances do not have 'doors' so we cannot track visitor demographic information. However, from March 2020-May 2021, Pinellas County Parks & Conservation Resources estimated about 740k visitors came to the FBG, based on car counters at the parking lots.

QCT Determination - Clients*

Does this organization's project benefit residents of QCTs?

No

This section aims to capture general demographic data about your organization and to see how you engage with and represent the community you serve. PCF has generalized the demographic data questions more than it has in other processes because of the public nature of this process. PCF understands that identity disclosure can be a sensitive matter and wants to respect your organization's board and staff. If your organization feels comfortable sharing more detailed demographic information, it may do so in the "Community Representation and Connection" section.

Community Representation and Connection*

Describe how your organization is representative of, or has authentic connections to, the community your proposal seeks to serve. You can list other community-based organizations that work on programming with you and/or list examples of your work within this community.

Educational Programming Partners work with us on our Growing Up WILD/Project WILD curriculum and classes, our Nature's Club for children, and our Youth Science Training program:

- The Association of Fish & Wildlife Agencies
- Boy Scouts and Girl Scouts, and Big Brothers/Big Sisters- to bring participants to educational events
- Local private schools, charter schools, and home-school groups are offered private tours and field trips at the Gardens.

Annual Events Partners- we work with the following local organizations to put on our annual events (i.e. Holiday Lights, Pumpkin Fest, Earth Day, Gift/Plant Sale, Garden Tours etc.):

- Florida Nursery, Growers, and Landscape Association,
- Pinellas County Farm Bureau,
- Pinellas County 4-H
- City of Largo
- Habitat for Humanity
- Largo Library
- Family Center on Deafness
- Great Explorations Children's Museum
- Florida West Coast Orchid Society
- Professional Association of Visual Artists (PAVA)

We are part of the Pinewood Cultural Park partnership with:

- Creative Pinellas: an art gallery and advocate for supporting Artists and Arts Organizations with a focus on Encouraging Creativity and Innovation, Making Arts & Creativity Available to All.
- Heritage Village: an area of historical structures from around Pinellas County, each of which houses historically significant artifacts. Programs include interpretive signage, programs, classes, workshops & events.

We all meet monthly to discuss ways to support each entities mission, and we collaborate on events and activities. We recently started the free Third Saturdays at Pinewood, to enhance the visitor experience, and encourage regular participation to the park.

We partner with University of Florida IFAS Pinellas County Extension the outreach education arm of UF in Pinellas County, representing the USDA. The Gardens serve as a living classroom for PC Extension and their Master Gardeners. They provide classes in consumer science, gardening, horticulture, youth development and more.

Chamber of Commerce Partnerships- we participate in events and programming with these groups to ensure we support tourism efforts:

- Seminole Chamber of Commerce
- Bay Area Concierge Association (BACA)
- Women In Tourism (WIT) group.
- Central Pinellas Chamber of Commerce
- Amplify Clearwater
- Belleair Bluffs Business Association

We partner with Cultural and Religious Organizations to include their members in programming and activities in the gardens.

Leadership Demographics - CEO/Executive Director*

Does your CEO/Executive Director consider themselves a member of one or more of the following populations? Check all that apply.

- BIPOC defined as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color
- LGBTQ+ (Lesbian, Gay, Bisexual, Transgender, Queer+)
- Neurodiverse/physically disabled

BIPOC

Leadership Demographics - Executive Level Leadership Team*

Does your executive leadership team consider themselves a member of one or more of the following populations? Check all that apply.

- BIPOC defined as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color
- LGBTQ+ (Lesbian, Gay, Bisexual, Transgender, Queer+)
- Neurodiverse/physically disabled

BIPOC

Leadership Demographics - Board Membership*

Do your board members consider themselves a member of one or more of the following populations? Check all that apply.

- BIPOC defined as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color
- LGBTQ+ (Lesbian, Gay, Bisexual, Transgender, Queer+)
- Neurodiverse/physically disabled

BIPOC

Rented Property

Tenant Responsibility*

Please explain how your organization is responsible for modifying the building despite being rented. Be sure to describe the length of your organization's lease and to indicate whether or not you have obtained permission from the landlord for the proposed project.

Pinellas County is the property owner and has granted the Florida Botanical Garden Foundation the License Agreement to build the The Majeed Discovery Garden.

This project has been a collaborative effort with Parks and Conservation Recreation (PCR) from the conceptual design phase to the present commencement of construction. Based on our excellent prior working experience with PCR and their support for this new Garden, the Foundation was given permission to construct the MDG. Assigning construction responsibility to the Foundation reduced the need for County staff to provide oversight and management of the construction process. Once construction is completed, the operation and maintenance of the MDG will be a collaborative effort between PCR and FBGF. The License Agreement has a term of 25 years with a provision for a 15 year extension.

Cost Difference

Estimated Total Project Cost*

Please specify the total cost of this capital project.

Example: ABC Childcare is seeking funding for a new playground. ABC Childcare is asking PCF to fund \$20,000 for certain equipment, and will seek other funding and donations for the remaining \$150,000 of the playground, for a total project cost of \$170,000. ABC Childcare would put \$170,000 below.

\$3,100,000.00

Cost Difference*

How does your organization plan to cover the cost of this project beyond the amount requested in this LOI? Please also specify if your organization can carry out the potential ARPA-funded portion of this project without other funding being secured.

A spreadsheet showing the cost difference is attached in the additional information section. The summary of project cost and how we will meet the cost is as follows:

Project cost	\$3,100,000.00
FUND RAISED THUS FAR	
- Majeeds Foundation	\$600,000.00
- Berolzheimer Foundation	\$500,000.00
- FBG Foundation	\$535,000.00
- Fl. Dept. of State Grant	\$300,000.00
- Public Donations	\$325,000.00
TOTAL	\$2,260,000.00
Difference	\$ 840,000.00
ARPA Grant	\$(782,468.00)
2022 HL Donations*	\$(57,532.00)*

* HL= Holiday Lights event, the 5 year average annual Net Income is \$185,470, so we fully expect to be able to meet the \$95k (5 year average from 2016 to 2021 minus 2020 when we had to cancel the event)

Financial Overview

Budget Summary*

Please provide a brief sketch of the categories of expenses and the costs needed for your project. If your organization is requesting compensation for indirect costs, be sure to note the percentage (up to 5%) and dollar amount below.

If you are invited to complete the full application, you will be asked to upload current verifiable bids, proposals, price lists [from your potential vendor(s)] from the past 60 days. If a contractor has already been selected for a construction project for which you are requesting funding, you will need to upload their bid. You are strongly encouraged to collect any remaining bids, proposals, and price lists shortly after submitting this LOI.

We already are under construction with Hennessy Contractors. We have all supporting budget documentation, including a Guaranteed Maximum Price Cost (June 16, 2022). A summary of the budget is as follows:

BUDGET SUMMARY

Construction	\$ 2,500,000.00
Consulting Fees	\$ 600,000.00 (estimate extrapolated based on work done thus far)
Indirect Costs	\$ 37,260.00 (5% of grant amount for administration /reporting/filing/documentation of grant process)
Total	\$ 3,137,260.00

Project Preparedness*

If your letter of intent is approved, you will have 30 days to submit a full proposal. This will require multiple estimates/bids for your project that detail the costs you've sketched out above from potential contractors that would do the actual work.

Where are you in the planning process for the implementation of this project? Please describe your organization's readiness for this project including your ability to collect bids and select contractors and/or vendors. **If you have already selected a contractor for the project, you will need to describe how that contractor was chosen.**

Example

Better Tomorrow has spoken with contractors about their counseling center expansion project, but has only sought one proposal from a contractor. Better Tomorrow would describe so below, having sketched out the costs in the previous question. Better Tomorrow would indicate its plan to obtain more quotes/bids upon submitting this LOI.

Community Arts 'R Us has begun construction on its new arts center, as it had secured 75% of the funding for it before the pandemic. Therefore, a contractor has already been selected, and is looking to obtain the funding necessary to complete the project. Below, Community Arts 'R Us would explain it has a cost proposal ready to upload from their selected contractor, and is ready to carry out the rest of the project if funding is awarded.

The FBGF began discussion with potential general contractors in early 2020 by obtaining references from our consultants, major donor and other industry professionals. There were few contractors with large playground experience in botanical gardens. We chose Hennessy Construction Services, with an office in St. Petersburg, constructed a \$2.5 million renovation of Sims Park in New Port Richey in 2016, a park with similar structures and features we had under design. Hennessy provided a proposal to assist us with pre-construction services

and estimating with a no fee/in-kind donation to the Foundation. Based on the advice received from the initial scope of work and the reputation of Hennessy, we entered into an agreement in Dec. 2020 to work on pre-construction services. Hennessy's process has been to obtain competitive bids from sub-contractors for the variety of trades and fabrication required for the project in order to obtain a Guaranteed Maximum Price (GMP) for the construction work. The \$2.6M GMP provided in May 2021 was well beyond our budget. Consequently, we made design changes and eliminated some expensive play features from the scope of work to substantially reduced the cost. After the receipt of the May 2022 \$3.1M GMP, we requested further design changes, deletion of some play features and pricing of alternate materials and methods be explored as part of a value engineering process. Some of the major items deleted from the scope include: outdoor walkway lighting \$224K, site furniture \$78K, root tunnel \$57k, beetle climber \$125K. This process resulted in a reduction in the GMP of \$658,248 and a GMP close to that which was provided in May of 2021, still beyond what we could afford without borrowing funds.

Other Funding Sources*

Please describe any other funding not already mentioned that your organization has applied for or obtained for this project. This includes but is not limited to Community Development Block Grants (CDBG), local government grants (including Tourist Development Council funding), foundation grants, and donors (you do not need to disclose donor identities, simply amount raised that is allocated to this project). This includes any matching grants or in-kind contributions you may have obtained.

If none, please write N/A.

N/A

Changes in Operating Costs*

Please answer this question based on the descriptions below:

- If this project **increases** ongoing operational costs (programmatic, operating maintenance or other costs), how will you compensate for the difference?
- If this project **decreases** ongoing operating costs, how will it do so?
- If this project **does not affect** operating costs, please note so below.

Operating Costs will increase due to the cost of the educator from part time to full time, adding educational programming, ongoing supplies and materials needed for educational programming and putting on events.

These costs will be offset by revenue from:

- Fees charged to hold private events in the gardens (visitors can hire the MDG area for parties for birthdays, graduations, and organizations can hire the space for meetings etc.)
- Donations from our 'donation boxes' located in the gardens (we anticipate an increase in visitors with the MDG opening in 2023 and therefore increase in donations)
- Annual Fundraising Events (such as: Pumpkin Fest, Garden Tour, Holiday Lights, Hops Night etc.)
- Sponsorship Donations for Events
- Fundraising activities over and above events

Note: As per our agreement with Pinellas County Parks Dept., they will cover the on going routine maintenance for electrical, landscape, irrigation and custodial services.

Fund Management Capacity*

Please describe your organization's capacity to manage these potential ARPA funds in terms of fiscal management and financial infrastructure.

This includes, but is not limited to, the use of accounting software that can track a general ledger and multiple accounts and the ability to work on a reimbursement-basis.

The inability to handle a reimbursement-basis grant does not disqualify your organization from applying.

We have extensive construction & financial management experience & each person has worked on the project from inception to current bi-weekly construction management meetings:

-President: John Thomas: retired Owner/CEO of a civil engineering firm in Mass.; involved in design & construction of 1M sq. ft. of corporate campuses for EMC, Cisco Systems, & smaller playgrounds/parks for private & municipal clients.

-Member: Retired Brigadier General Peter A. Chiefari: US Army professional engineer. After the military he practiced engineering in NY.

- Exec.Director: Vernon Bryant: former County employee & part of the original FBG construction team

-Member (prior Treasurer): Dan Beaver:retired accounting professional responsible for invoices related to work progress & tracking costs related to budget.

-Treasurer: Martha Vorob,retired accounting professional, responsible for overall project finances, reporting & payments.

We use Quickbooks, and have all fiscal policies & procedures in place.

Additional Information

Additional Upload

If you have something else to share, you can upload it here in PDF format.

Please note: Due to limitation of this grants system, the upload field will not carry over to the full application if you are moved forward to the full application phase. You will need to upload this file again if you are moved forward in the process.

COVID Financial Damage- Project Cost- SEPT 5.pdf

Anything else to share?

If you have any details to share regarding this grant request, you may do so below.

ATTACHMENTS : Excel Spreadsheets detailing the Negative Economic Impact on Costs and Revenue, the Cost Difference and the Budget Summary/MDG

FBGF BOARD: The Florida Botanical Gardens Foundation is an all volunteer Board of 16 dedicated community members. The majority of the board members have continuous service of over 5 years.

SUPPORTING EVIDENCE FOR THE MDG: We have had overwhelming support for this project as evidenced by our two major donors, another 275+ donors (including 23 community organizations) have given over \$325k, 540 Foundation members have given us their support through membership; and hundreds of visitors signed a letter supporting the build of the Majeed Discovery Garden project.

File Attachment Summary

Applicant File Uploads

- COVID Financial Damage- Project Cost- SEPT 5.pdf

Florida Botanical Gardens - Majeed Discovery Garden Project

In 2020 we received a high level cost estimate for construction of \$1,754,621. This estimate was based on the construction manager's experience and cost information obtained from subcontractors and suppliers, but was not part of a formal bid process. After COVID delays, a formal bid process in 2021 resulted in a Guaranteed Maximum Price (GMP) of \$2,651,336, nearly a \$900,000 increase. The substantial cost increase was due to both COVID delays/cost increases for materials, as well as, design changes and site improvements that were required to address regulatory requirements in order to obtain the permits. Unfortunately, we cannot provide detailed line item documentation of the costs escalation from May 2020 to May 2021; however, the cost increase and reduction in revenue from 2021 to 2022 was:

COVID Negative Impact Summary

\$	559,468.00	Increase Costs (A)
\$	185,740.00	Reduction Revenue (B)
\$	745,208.00	Sub total
\$	37,260.40	5% grant administration
\$	782,468.40	Grand Total

A) INCREASED COSTS

May 2022 GMP Increased by \$415,421 from 2021 due to:

WHAT		INCREASE		COST
Storm pipe	\$	84,700.00	\$	181,500.00
Rubber play surface	\$	10,324.00	\$	34,300.00
Irrigation	\$	5,450.00	\$	34,300.00
Fences & Gates	\$	5,953.00	\$	20,853.00
Landscaping	\$	77,341.00	\$	263,753.00
Concrete	\$	86,680.00	\$	398,750.00
Structural Steel	\$	5,835.00	\$	35,900.00
Carpentry	\$	89,101.00	\$	329,725.00
Mebrane Roofing	\$	13,200.00	\$	29,900.00
Special Doors	\$	3,400.00	\$	6,200.00
Break Metal	\$	3,070.00	\$	17,750.00
Lath & Plaster	\$	2,251.00	\$	31,375.00
Painting	\$	6,925.00	\$	12,113.00
Classroom Screens	\$	1,700.00	\$	10,880.00
Plumbing	\$	19,491.00	\$	26,991.00
TOTAL	\$	415,421.00	\$	1,434,290.00

INCREASED in COSTS: COVID Cost Escalation between 2021 & 2022 GMPs is \$559,468 as follows:

Summary with contracted plan set and adds for original desired scope

difference between GMP's 2021 vs 2022	\$415,421.00
Value reengineering reduced plumbing and irrigation	-1,760.00
Value engineering reduced landscaping	<u>-57,586.00</u>
Sub total	\$356,075.00
*Key element - add back the cost for outdoor furniture	78,393.00
*Key element- add back cost for "Beetle climber"	<u>125,000.00</u>

A. Total Increased Costs

\$559,468.00

* Note: these key design features were what we eliminated from the construction due to lack of funding caused by cost escalation"

B. REDUCTION IN REVENUE-

Loss of Net Income \$185,470.00 - our major fundraiser, Holiday Lights, not held in 2020 (5 year avg.)

Year	Gross		Net
2016	254,818.00		\$187,699.00
2017	309,898.00		\$214,541.00
2018	286,698.00		\$147,565.00
2019	222,671.00		\$89,183.00
2021	425,275.00		\$288,369.00
Average	299,872.00		\$185,470.00

Florida Botanical Gardens - Majeed Discovery Garden Project

Non Quantifiable Negative Impact on Costs and Income

ISSUE	IMPACT
GIFT SHOP CLOSED	<p>Our gift shop is located in the IFAS building within the gardens and it was closed by the county for 18 months due to COVID. Our gift shop is a key hub for community interaction and serves as our:</p> <ul style="list-style-type: none">- 'mini welcome center' where we meet/greet visitors, provide maps of the gardens and other information- membership center- where we interact with current members and meet potential new members-base for inquires on purchasing a memorial in the gardens
MEETING ROOMS CLOSED	<ul style="list-style-type: none">- could not hold events that brings people together in the garden- could not hold fundraisers
HIGHER COST OF SUPPLIES	<ul style="list-style-type: none">- cost of office supplies, printing costs- cost of zoom to hold our board meetings and participate in County and other meetings virtually
LOSS OF VOLUNTEERS	<p>when we did open, there were less volunteers because people were skeptical about COVID</p>
MEMBERSHIP COSTS INCREASE	<ul style="list-style-type: none">- we increased the amount of members due to the fact that we had more visitors, had virtual membership drives and fundraisers. However, it has significantly increased the cost of managing the membership program as well as the cost of the software to manage the database of members and donors.

Florida Botanical Gardens - Majeed Discovery Garden

MDG PROJECT COST	\$	3,100,000.00
FUNDS RAISED (to Aug.2022)		
Majeed Foundation	\$	600,000.00
Berolzheimer Foundation	\$	500,000.00
FBG Foundation	\$	535,000.00
FL Dept. Of State	\$	300,000.00
Public Donations	\$	325,000.00
sub total	\$	2,260,000.00
Difference	\$	840,000.00
Grant Request	\$	(782,468.00)
Holiday Lights 2022 Income*		(\$57,532)
	\$	(840,000.0000)

*The 5 year average (2016-2021 minus 2020 when event was cancelled due to COVID) Annual Net Income is \$185,470, so we fully expect to be able raise this income in 2022

We already are under construction with Hennessy Contractors. We have all supporting budget documentation, including a Guaranteed Maximum Price Cost (June 16, 2022). A summary of the budget is as follows:

BUDGET SUMMARY

Construction	\$	2,500,000.00
Consulting Fees (a)	\$	600,000.00
Indirect Costs (b)	\$	37,260.00
Total	\$	3,137,260.00

Notes:

- a) estimate extrapolated based on work done thus far
- b) 5% of grant amount for administration, reporting, filing, documentation and retention

