

# TOWN OF DAVIE

## TOWN COUNCIL AGENDA REPORT

**TO:** Mayor and Council Members

**FROM/PHONE:** Chris Kovanes, Programs Administrator/797-1102  
Prepared by Colleen Ryan, Grants Specialist

**SUBJECT:** Resolution

**AFFECTED DISTRICT:** District 2

**TITLE OF AGENDA ITEM:** A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, COMMITTING \$2,500 IN MATCHING FUNDS FOR THE OLD DAVIE SCHOOL HISTORICAL MUSEUM'S GRANT APPLICATION TO THE INSTITUTE OF MUSEUM AND LIBRARY SERVICES.

**REPORT IN BRIEF:** The Old Davie School Historical Museum (ODSHM) has applied for a \$9,198.75 grant from the Institute of Museum and Library Services (IMLS), an independent grant-making agency within the Executive Branch of the U.S. Government. The grant will be used to increase public access to the museum. The ODSHM proposes to hire a 30 hour per-week Museum Attendant & Guide in order to increase the hours and days that the museum is open to the public. This grant program requires a 1:1 match. The Old Davie School Museum Foundation has committed \$6,698.75 toward the required match and has requested \$2,500 from the Town of Davie to complete the total local match of \$9,198.75. If approved by IMLS, this program will operate from 10/1/03-9/30/04 and matching funds would be expensed in FY 2004.

**PREVIOUS ACTIONS:** N/A

**CONCURRENCES:** N/A

**FISCAL IMPACT:**

Has request been budgeted? No

If yes, expected cost: \$

Account Name:

If no, amount needed: \$2,500 (in FY 2004)

What account will funds be appropriated from: FY 2004 general funds.

**RECOMMENDATION(S):** Motion to approve this resolution

**Attachment(s):** Resolution

RESOLUTION \_\_\_\_\_

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, COMMITTING \$2,500 IN MATCHING FUNDS FOR THE OLD DAVIE SCHOOL HISTORICAL MUSEUM’S GRANT APPLICATION TO THE INSTITUTE OF MUSEUM AND LIBRARY SERVICES.

WHEREAS, the Old Davie School Historical Museum serves to collect, preserve and interpret the heritage, culture and history of Davie; and

WHEREAS, the Old Davie School Historical Museum has applied for a \$9,198.75 grant from the Institute of Museum and Library Services in order to increase public access to the Museum by increasing the hours of operation; and

WHEREAS, the Town of Davie wishes to promote cultural and educational opportunities for Davie residents at the Old Davie School Historical Museum;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA.

SECTION 1. The Town Council of the Town of Davie hereby approves the commitment of \$2,500 to the Old Davie School Historical Museum to be used as matching funds if grant funding is received from the Institute of Museum and Library Services;

SECTION 2. This resolution shall take effect immediately upon its passage and adoption.

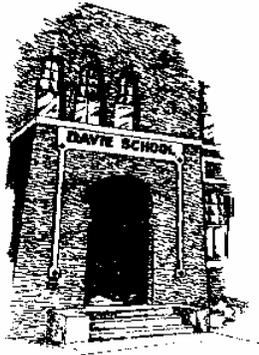
PASSED AND ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2003.

\_\_\_\_\_  
MAYOR/COUNCILMEMBER

ATTEST:

\_\_\_\_\_  
TOWN CLERK

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2003.



## Old Davie School Historical Museum

Education • Exhibits • Research • Community Center

6650 Griffin Road, Davie, FL 33314 • 954-797-1044

E-mail: [olddavieschool@aol.com](mailto:olddavieschool@aol.com)

Visit [www.olddavie.com](http://www.olddavie.com)

Mayor Harry Venis  
Town of Davie  
6591 Orange Drive  
Davie, FL 33314

*Re: Institute of Museum & Library Services grant application*

Dear Mayor Venis,

Thank you, again, for your encouragement when we spoke on the phone recently. I would like to compliment the Town of Davie for their wonderful support of Old Davie School. It's very exciting to be involved with such a warm and wonderful community.

Old Davie School is submitting a proposal for a **Learning Opportunities Grant** with IMLS, an independent agency within the Executive Branch, established by Act of Congress in 1996 to improve museum, library and information services. During this first year of a possible three-year relationship, we're asking them to fund a 30-hour-per-week position for a Museum Attendant & Guide so that we can increase the hours and days that the Museum is Open to the Public. This initiative is in keeping with the IMLS goal to 'build public access.'

The Town's Grant Specialist, Colleen Ryan, brought this grant opportunity to my attention and the support it would provide would significantly help ODS to reach its goal of program expansion and increased attendance during the next three years.

I would like to request that the Town of Davie approve \$2,500 in "matching funds" with Old Davie School to meet the requirements of the grant and help us to succeed in creating greater accessibility to the Museum. The grant period begins October 1, 2003 and ends September 30, 2004. I am attaching a copy of the grant form with a detailed project budget for your review.

I would be pleased to meet with you and discuss Old Davie School Historical Museum's present and future as the collector of Davie's past. Many thanks for your support of this project.

Sincerely,

*Constance Savory-Young*  
Constance Savory-Young  
Executive Director

## Face Sheet

OMB No. 3137-0048

08/31/2005

CFDA No. 45.301

1. Applicant Organization  
Davie School Foundation, Inc. dba OLD DAVIE SCHOOL HISTORICAL MUSEUM

2. Institutional Mailing Address  
6650 Griffin Road

3. City Davie 4. State FL 5. Zip Code 33314

6. Web Address \_\_\_\_\_

7. Name of Project Director/Principal Investigator  Mr.  Ms.  Dr. Constance Savory-Young 8. Business Phone of Project Director 954-797-1044

9. Project Director Mailing Address  
6650 Griffin Road

10. City Davie 11. State FL 12. Zip Code 33314

13. Fax Number of Project Director 954-797-1047 14. E-mail Address of Project Director olddavieschool@aol.com

15. Name and Title of Authorizing Official Sheldon McCartney, President, Board of Trustees 16. Business Phone of Authorizing Official 954-689-7878

17. Sponsoring institution if applicable (e.g., municipality, state, or university)  
 check if this entity will manage funds if an award is made. Name and address: \_\_\_\_\_

18. Is the applicant organization university controlled?  yes  no

20. Governing control of applicant  State  Municipal  County  Private Non-Profit  
 Tribal Government  Other, please specify \_\_\_\_\_

21. Type of organization (check one)

<input type="checkbox"/> Aquarium	<input type="checkbox"/> Nature Center
<input type="checkbox"/> Arboretum	<input type="checkbox"/> Natural History museum
<input type="checkbox"/> Art museum	<input type="checkbox"/> Planetarium
<input type="checkbox"/> Children's/youth museum	<input type="checkbox"/> Science/technology museum
<input type="checkbox"/> General museum*	<input type="checkbox"/> Zoo
<input type="checkbox"/> Historic house/site	<input type="checkbox"/> Specialized**
<input checked="" type="checkbox"/> History museum	<input type="checkbox"/> Other _____

\* A museum with collections representing two or more disciplines equally (e.g., art and history).  
\*\* A museum with collections limited to one narrowly defined discipline (e.g., textiles, stamps, maritime, ethnic group).

22. Museum's attendance for the 12-month period prior to the application.  
Onsite 15,137 Offsite 3,000 Electronic 2,611

23. Total number of hours the museum was open to the public for the 12-month period prior to application. 832

For IMLS Staff Use only:

First Check:  Complete  Incomplete \_\_\_\_\_ initials/date  
 Second Check:  Complete  Incomplete \_\_\_\_\_ initials/date

24. Museum's non-federal operating income for the most recently completed fiscal year.  
 Year 7/31/02 \$ 60,200.00

25. Museum's non-federal operating income for the second most recently completed fiscal year.  
 Year 7/31/01 \$ 52,210.00

26. Amount Requested \$ 9,198.75

27. Amount of Matching Funds \$ 9,198.75

28. TOTAL LOG FUNDS REQUESTED (sum of lines 26 & 27)	\$ <u>18,387.50</u>
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29. Grant Period (Starting Date) 10 / OCT / 03 — 30 / SEP / 04 (Ending Date)

30. Please check project type category (**check only one category**)

- Building Public Access  
 Using technology  yes  no
- Expanding Educational Services  
 Using technology  yes  no
- Reaching Families and Children  
 Using technology  yes  no

31. In the space below, summarize the project activities.

Building public access for Old Davie School Historical Museum requires an increase in the hours that the Museum is Open to the Public and a dedicated staff person to serve as attendant and guide for the Museum. We would begin by creating a definition for the position of Museum Attendant & Guide and establish a criteria for evaluation of the individual's performance and how it meets the goals outlined in the Foundation's Strategic Plan; public advertisements for applicants would be followed by application reviews, interviews and selection of qualified applicant(s); this process would be done with assistance from the Board of Trustees. After hiring the qualified personnel, training will be done in Museum Operations, History of Old Davie School and Step-Back-In-Time, the educational program developed by Old Davie School Historical Museum with Davie Historical Society that showcases the exhibits of the Museum including Pioneer Village. Aggressive marketing and public relations initiatives will be implemented to advertise the expanded hours of the Museum with extra attention paid to visitors from outside the Davie, Florida community. Collaborations with Broward County's Visitors & Convention Bureau and other local historical sites will be instrumental in reaching these markets. A visitor's survey will be developed and data collected until mid September of the project year (2004) at which time Museum attendance will be evaluated to determine if the project is having the desired impact of increased attendance by the general public. The ultimate goal of this project is to lead up to expansion of education programs to include fourth and fifth grade social studies students within Broward County's school system. Florida history has taken on significance in recent years as part of the overall public school curriculum. Old Davie School Historical Museum wants to provide a hands-on experiential environment for learning about Florida history and this project would be a giant step toward achieving that goal.

32. Certification: \_\_\_\_\_  
 Signature of Authorizing Official Date

# Project Budget Form

## SECTION 1: DETAILED BUDGET

Year  1  2  3 - Budget Period from 10 / 01 / 03 to 9 / 30 / 04

Name of Applicant Organization OLD DAVIE SCHOOL HISTORICAL MUSEUM

IMPORTANT! READ INSTRUCTIONS ON PAGES 3.3-3.4 BEFORE PROCEEDING.

### SALARIES AND WAGES (PERMANENT STAFF)

NAME/TITLE	No.	METHOD OF COST COMPUTATION	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
Museum Attendant	( 1 )	\$10 hr/30 hrs per week	7,650.00	5,150.00	2,500.00	15,300.00
	( )					
	( )					
	( )					
<b>TOTAL SALARIES AND WAGES \$</b>			<b>7,650.00</b>	<b>5,150.00</b>	<b>2,500.00</b>	<b>15,300.00</b>

### SALARIES AND WAGES (TEMPORARY STAFF HIRED FOR PROJECT)

NAME/TITLE	No.	METHOD OF COST COMPUTATION	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
	( )					
	( )					
	( )					
	( )					
<b>TOTAL SALARIES AND WAGES \$</b>						

### FRINGE BENEFITS

RATE		SALARY BASE	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
7 days vacation-100 % of \$		300 (1 week vacation)	150.00	150.00	-0-	300.00
Soc.Sec. 7.5 % of \$		15,300	573.75	573.75	-0-	1,147.50
	% of \$					
<b>TOTAL FRINGE BENEFITS \$</b>			<b>723.75</b>	<b>723.75</b>	<b>-0-</b>	<b>1,447.50</b>

### CONSULTANT FEES

NAME/TITLE OF CONSULTANT	RATE OF COMPENSATION (DAILY OR HOURLY)	NO. OF DAYS (OR HOURS) ON PROJECT	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
<b>TOTAL CONSULTANT FEES \$</b>						

### TRAVEL

FROM/TO	NUMBER OF: PERSONS DAYS	SUBSISTENCE COSTS	TRANSPORTATION COSTS	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
	( ) ( )						
	( ) ( )						
	( ) ( )						
	( ) ( )						
<b>TOTAL TRAVEL COSTS \$</b>							

# Project Budget Form

## SECTION 1: DETAILED BUDGET CONTINUED

Year  1  2  3

### MATERIALS, SUPPLIES AND EQUIPMENT

ITEM	METHOD OF COST COMPUTATION	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
Circa 1920 costumes	estimated cost of 2 outfits	150.00	150.00		300.00
<b>TOTAL COST OF MATERIALS, SUPPLIES, &amp; EQUIPMENT \$</b>		150.00	150.00		300.00

### SERVICES

ITEM	METHOD OF COST COMPUTATION	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
costume cleaning	\$10 per cleaning x 24	120.00	120.00		240.00
<b>TOTAL SERVICES COSTS \$</b>		120.00	120.00		240.00

### OTHER

ITEM	METHOD OF COST COMPUTATION	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
<b>TOTAL OTHER COSTS \$</b>					

<b>TOTAL DIRECT PROJECT COSTS \$</b>	8,643.75	6,143.75	2,500.00	17,287.50
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### INDIRECT COSTS

Check either item A or B and complete C. (See section on Indirect Costs, page 3.4.)

Applicant organization is using:

- A. An indirect cost rate which does not exceed 20% of modified total direct costs.
- B. Federally Negotiated Indirect Cost Rate (see page 3.4).

\_\_\_\_\_  
Name of Federal Agency

\_\_\_\_\_  
Expiration Date of Agreement

C. Rate base(s)      Amount(s)

\_\_\_\_\_% of \$ \_\_\_\_\_ = \$ \_\_\_\_\_

\_\_\_\_\_% of \$ \_\_\_\_\_ = \$ \_\_\_\_\_

\_\_\_\_\_% of \$ \_\_\_\_\_ = \$ \_\_\_\_\_

	IMLS	APPLICANT	PARTNER(S) IF APPLICABLE	TOTAL
<b>TOTAL INDIRECT COSTS CHARGED TO \$</b>	555.00	555.00	-0-	1,100.00

# Project Budget Form

## SECTION 2: SUMMARY BUDGET

Name of Applicant Organization OLD DAVIE SCHOOL HISTORICAL MUSEUM

IMPORTANT! READ INSTRUCTIONS ON PAGES 3.3-3.4 BEFORE PROCEEDING.

### DIRECT COSTS

	IMLS	Applicant	Partner(s) (if applicable)	Total
SALARIES & WAGES	7,650.00	5,150.00	2,500	15,300.00
FRINGE BENEFITS	723.75	723.75	-0-	1,447.50
CONSULTANT FEES	-0-	-0-	-0-	-0-
TRAVEL	-0-	-0-	-0-	-0-
MATERIALS, SUPPLIES & EQUIPMENT	150.00	150.00	-0-	300.00
SERVICES	120.00	120.00	-0-	240.00
OTHER	-0-	-0-	-0-	-0-
<b>TOTAL DIRECT COSTS</b>	<b>\$ 8,643.75</b>	<b>\$ 6,143.75</b>	<b>\$ 2,500</b>	<b>\$ 17,287.50</b>
<b>INDIRECT COSTS</b>	<b>\$ 555.00</b>	<b>\$ 555.00</b>	<b>\$ -0-</b>	<b>\$ 1,100.00</b>
			<b>TOTAL PROJECT COSTS</b>	<b>\$ 18,387.50</b>

AMOUNT OF CASH-MATCH

\$ 6,698.75      \$ 2,500

AMOUNT OF IN-KIND CONTRIBUTIONS

\$ -0-      \$ -0-

TOTAL AMOUNT OF MATCH (CASH & IN-KIND CONTRIBUTIONS)

\$ 9,198.75

AMOUNT REQUESTED FROM IMLS, INCLUDING INDIRECT COSTS

\$ 9,198.75

PERCENTAGE OF TOTAL PROJECT COSTS REQUESTED FROM IMLS  
(MAY NOT EXCEED 50%)

49%

Have you received or requested funds for any of these project activities from another federal agency?  
(Please check one)     Yes     No

If yes, name of agency \_\_\_\_\_

Request/Award amount \_\_\_\_\_

## Grant Processing Information Sheet

### ELIGIBILITY REQUIREMENTS

#### ALL IMLS LEARNING OPPORTUNITIES GRANT APPLICANTS MUST ANSWER THE FOLLOWING QUESTIONS.

Check the appropriate answer.

1. Is the museum organized as a public or private nonprofit institution that exists on a permanent basis for essentially educational or aesthetic purposes?  
 Yes  No
2. Does the museum care for, and own or use tangible objects, whether animate or inanimate?  
 Yes  No
3. Are these objects exhibited to the public on a regular basis through facilities the museum owns or operates?  
 Yes  No
4. Is the museum open and exhibiting to the public at least 120 days a year?  
 Yes  No
5. Does the museum have at least one full-time paid or unpaid staff member or the equivalent, whose primary duty is the care, acquisition, or exhibition to the public of objects owned or used by the museum?  
 Yes  No

### PRIOR IMLS (FORMERLY IMS) AWARDS

#### HAS THE MUSEUM RECEIVED A:

- |             |                              |  |
|-------------|------------------------------|--|
| GOS* grant? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| CPS grant?  | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| NLG grant?  | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| SP* grant?  | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| MAP grant?  | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| CAP grant?  | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| MLI* grant? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| TAG* grant? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

\* General Operating Support Grants, Special Project Support Grants, and Technical Assistance Grants are no longer available from IMLS. Museum Leadership Grants have been replaced by "Museums in the Community" and are a component of the National Leadership Grants for Museums.

## Old Davie School Historical Museum

*A Project of Davie School Foundation, Inc.*

### Statement of Purpose/Mission Statement and History

#### MISSION STATEMENT

The mission of Old Davie School Historical Museum is to collect, preserve and interpret the heritage, culture and history of the Davie, Florida community.

#### HISTORY

School was held in a packing house along the South New River canal until 1911, when a wooden, two-room school house was constructed on a one-acre piece of property. By 1916, the Davie settlement had outgrown the small wooden structure and the need for a larger school was quickly addressed. Davie School, designed in 1917 by August Geiger, one of South Florida's most prominent early architects, opened its doors in 1918 to 90 students.

The school quickly became the center of community life in Davie, with dances and box suppers, holiday programs and community plays, social functions, political rallies and elections. In 1925, a small group of residents met in the 'official town hall' meeting place, the upper room of the school, to initiate incorporation. Frank Stirling, a prominent Davie pioneer, was elected the first Mayor of Davie. During the Flood of 1947, the second floor of the school was one of the few dry spots in town and many people took shelter there. The school was routinely used as a hurricane shelter.

Old Davie School is a rare, early landmark of Broward County's westward development, a symbol of early twentieth century progressiveness in Florida. This historic structure was the **first permanent school in the Everglades** and is now Broward County's oldest existing school building. It was in continuous use as a school until 1980. From the day it opened, Davie School served as the area's source of education as well as a center for community gatherings.

Davie School Foundation was established in 1984 to protect and restore Davie School to the integrity of its earlier appearance as a two-story masonry vernacular structure with a blend of Spanish and Moorish architecture. The Foundation, working with Town of Davie, Soroptimist International of Davie, Davie Historical Society, Friends of Old Davie School and the community at large, continue to preserve and operate this important piece of Broward County, Florida's history.

On March 29, 1988 Old Davie School achieved listing on the **National Register of Historic Places**. In June of that same year the Broward County School Board declared it as 'surplus property' and transferred ownership to the Town of Davie.

In an area plagued by the wholesale destruction of its historical and cultural legacy, the preservation of Old Davie School is a glimmer of hope to the community. Many of the people involved in its restoration attended school there and watched their children and grandchildren do the same. They loved this old building. It was part of the fabric of their lives and continues to be to this day. In working to save their school, the significance of the building was brought into focus for its origins and for its 'sentimental value.' The history of the Davie community is a strong foundation of the people and their relationships to each other. In an area surrounded by urban sophistication, the citizens of Davie have held onto their family-oriented rural lifestyle with a commitment that was handed down by the early pioneers. With a population that has doubled in the last ten years, those seeking adventure, good fortune and a 'good neighbor' atmosphere, are not disappointed.

In today's high tech, high speed world, Old Davie School allows people to step back in time and experience what life was like when things were a little simpler. What a gift.

**Old Davie School Historical Museum**  
*A Project of Davie School Foundation, Inc.*

## **Strategic Plan Summary**

### **STRATEGIC PLAN**

Approved by Old Davie School Historical Museum (ODSHM) on 11/28/2001

*Endorsed by Davie Historical Society 12/3/ 2001*

Amendments Approved by ODSHM on 2/26/2002

#### **1. Fundraising**

- a. ODSHM hosts annual fundraising dinner & auction to raise net \$20,000
- b. Increase rental income by 25% in 2003-2004
- c. Increase membership by 50% in 2003
- d. Continue promotion of *Signature Brick & Memorial Garden* program
- e. Seek additional funding sources from government and private entities and increase revenue by \$10,000+ for next fiscal year

#### **2. Preserve History**

- a. ODSHM in cooperation with Davie Historical Society will complete cataloging and accessioning collection items using software application, *Past Perfect*.
- b. Ongoing acquisition of historic items relating to Davie, including but not limited to buildings, objects, photographs and ephemera
- c. ODSHM and Davie Historical Society will work together to complete **Pioneer Village** which will include a working farm, pioneer house, out buildings, outhouse, chicken coop, and the Vicle House (ca. 1912)
- d. An exhibition committee will create a plan and schedule for exhibits in the museum
- e. ODSHM, with assistance from Town of Davie, will continue to maintain and preserve the historic character of the museum facility

#### **3. Community Activities**

- a. Selected pioneers will be honored each year according to the chronological order of arrival in Davie with a special event
- b. ODSHM will host at least three historically traditional events each year
- c. ODSHM in collaboration with Davie Historical Society and Town of Davie will develop and present a holiday event for children beginning in 2002

#### **4. Educational Programs**

- a. ODSHM will increase the number of trained docents available for education programs by 100% by start of school year 2003-2004
- b. ODSHM will plan and implement a comprehensive education program that will meet Sunshine State Standards for fourth and fifth grade social studies by the start of school year 2003-2004

- c. As Pioneer Village becomes established, educational tours will expand to include hands-on demonstrations of pioneer life in Davie (ex. milking a cow, pumping water from old-fashioned pump)
- d. ODSHM and its education programs are 100% accessible to physically challenged individuals and will continue to be accessible following ADA guidelines
- e. ODSHM will seek out diverse populations within the community for inclusion in exhibits and programs and will improve marketing for those audiences

**Implementation:** Once a year, the Strategic Plan will be reviewed by the committees who are responsible for each of the four articles in the document. Chairs of each committee will then form a Planning Committee to report the outcome of each activity and recommend changes for the following year. The revised Strategic Plan will then be reviewed and approved by the Museum Trustees and Davie Historical Society.