

# Resource Depot, Inc.

**Project Title:** Turning Waste Into Wonder

**Grant Number:** 25.c.ps.105.340

**Date Submitted:** Tuesday, June 20, 2023

**Request Amount:** \$25,000.00

## A. Cover Page Page 1 of 12

### Guidelines

Please read the current Guidelines prior to starting the application: **General Program Support Grant Guidelines**

### Application Type

**Proposal Type: Discipline-Based**


**Funding Category: Level 2**

**Discipline: Visual Arts**

**Proposal Title: Turning Waste Into Wonder**

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

### Applicant Information

- a. Organization Name: Resource Depot, Inc. 
- b. DBA:
- c. FEID: 65-0964759
- d. Phone number: 561.882.0090
- e. Principal Address: 2508 Florida Avenue WEST PALM BEACH, 33401
- f. Mailing Address: 2508 Florida Avenue WEST PALM BEACH, 33401
- g. Website: [www.resourcedepot.org](http://www.resourcedepot.org)
- h. Organization Type: Nonprofit Organization
- i. Organization Category: Cultural Organization
- j. County: Palm Beach
- k. UEI: GSAFSD6166671
- l. Fiscal Year End Date: 09/30

#### 1. Grant Contact \*

**First Name**

Jan

**Last Name**

Rodusky

**Phone** 561.531.3943**Email** Jan@VennThereGrants.com

#### 2. Additional Contact \*

**First Name**

Jennifer

**Last Name**

O'Brien

**Phone** 561.882.0090**Email** jobrien@resourcedepot.org

#### 3. Authorized Official \*

**First Name**

Jennifer

**Last Name**

O'Brien

**Phone** 561.882.0090

**Email** jobrien@resourcedepot.org

**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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Gallery/Exhibit Space

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**4.3. Applicant Discipline**

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Visual Arts

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## C. Eligibility Page 3 of 12

### 1. What is the legal status of your organization?

- Florida Public Entity
- Florida Nonprofit, Tax-Exempt

### 2. 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

### 3. Project start date: 7/1/2024 - Project End Date: 6/30/2025 \*

- Yes (required for eligibility)
- No

### 4. 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

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

Use it up, wear it out, make it do or do without. That's the philosophy of Resource Depot, where people are encouraged to give discarded materials a new life through art and education.

Resource Depot tackles Palm Beach County's growing waste problem by rescuing unwanted and excess materials, turning waste into wonder. Every day, Resource Depot inspires others to express themselves through creating and empowers the next generation to value and care for the planet through reuse and repurposing.

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

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

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Resource Depot requests funding to support its core programs in which all artists, participants, and students "Turn Waste Into Wonder."

#### GalleRE

Resource Depot's GalleRE program features local artists exhibiting art forms that incorporate reuse materials. The space showcases what artistically can be done with what most people discard & serves as an educational space to remind people what the imagination can accomplish.

#### Waste to Wonder (W2W)

Waste to Wonder is an annual group exhibition of 20 artists selected through a 'call to artist' juried process. The artists work with upcycled materials to transform them into new works of art. Once selected, the artists access our materials to incorporate them into their finished work.

#### Catwalk Student Fashion Program

Catwalk is a program designed for students from 5th grade to high school who get a "trashformation" challenge to construct wearable art made from various traditional and nontraditional materials. Participating students are given access to Resource Depot's treasure trove of reusable materials and participate in weekly workshops. They learn how to use a sewing machine, construct various types of clothing, and incorporate their chosen materials. By using nontraditional materials, the students gain environmental consciousness while thinking outside of the "trash."

#### StARTer Kits

We invite schools to connect with us to experience our GalleRE exhibitions with the StARTer Kits. Students experience local artists' artwork virtually while participating in a hands-on, creative art project with materials provided in a kit. Eligible teachers will receive a virtual gallery tour, lesson plan, access to interviews with artists, and an upcycled pack of materials for each

student, free of charge. The GalleRE StARter Kits are provided to classroom teachers at no charge. Each kit is a companion lesson to the GalleRE theme so the teacher can incorporate it into the class curriculum.

## **Junk Hour**

Junk Hour aims to develop imagination and love for the environment in a fun, hands-on way unique to Resource Depot. This summer program engages students with different themes using used materials to create an upcycled item through open-ended play. Kindergarten through fifth-grade students expand their knowledge, creativity, and problem solving through this open-ended play.

### **2.1. Programming Goals (2000 characters)**

Please list at least three goals associated with the project or program 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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Resource Depot's Goals are in alignment with its vision, mission, and strategic plan, which are:

- 1. To rescue and save valuable materials from entering the waste stream destined to be buried in landfills or be burned by incineration and instead promote these materials to be reused and repurposed by creatively turning waste into artistic wonder.**
- 2. To engage, employ and support artists to share their expertise, creativity, and talent through exhibitions, workshops, and artist talks.**
- 3. To educate and encourage visitors to reduce their consumption of excessive materials and join in the cultural shift to protect the environment through creativity and innovation.**

### **2.2. Programming Objectives (2000 characters)**

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

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

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

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#### **Goal 1: Save and Reuse Materials Objectives**

**1a. Collect and distribute 131,000 pounds of excess materials to benefit adults, children, and families in workshops, educational offerings, summer camps, and, most importantly, the environment. Materials include art, craft, and school supplies, fabrics, molds, framing materials, designer samples, etc.**

**1b. At least 800 visitors a month will come to Resource Depot to donate materials, attend events, look for items they need or explore the center for the first time.**

**1c. Create five different exhibition-themed StARter Kits to take arts integration to children in Title I schools. The StARter Kits come with grade-appropriate lessons, materials, and an instructional video for the teachers to deliver to 100 students, 500 students will be served over five exhibitions.**

#### **Goal 2: Work with Artists Objectives**

**2a. Invite at least 100 artists to the call to artists. Select at least 45 artists to create art with excess or reused materials. 2b. Contract with 10 artists or teaching artists to deliver adult and children's workshops.**

**2c. Provide free materials to at least 45 artists and teaching artists who are selected for an exhibition or will facilitate a workshop.**

#### **Goal 3: Reduce Consumption of Excessive Materials Objectives**

**3a. Engage at least 20 aspiring student fashion designers to use non-traditional materials to create and model**

**their wearable creations in the Catwalk Student Fashion Show to promote repurposing materials to 200 guests in partnership and at the Norton Museum of Art.**

**3b. Offer eight sessions of Junk Hour to 96 kindergarten through fifth-grade students to develop their imagination and an appreciation for the environment in a fun, hands-on way unique to Resource Depot.**

**3c. Train 4,500 youth to become eco-warriors through art enrichment programs at 350 after-school sites.**

#### **Timeline**

##### **W2W**

**Activities: Call to Artists, jury selection, exhibition, StARter kit assembly and distribution, workshops and video production will take place between October 2024 and March 2025**

##### **Catwalk Student Fashion Show**

**Activities: Call to Artists, jury selection, exhibition, StARter kit assembly and distribution, workshops and video production will take place between November 2024 and May 2025**

##### **GalleRE**

**Activities: Call to Artists, jury selection, exhibition, StARter kit assembly and distribution, workshops and video production will take place between July 2024 and June 2025.**

### **2.3. Programming Activities (2000 characters)**

**Please list the project or program activities.**

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

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

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**Listed below are the proposed Program Activities:**

**Goal 1 - Rescue, Save, and Creatively Reuse Materials - Activities**

1. Plan Schedule of exhibitions, workshops, and artists' talks
2. Plan event logistics
3. Create curriculum, lesson plan, and instructional video for StARTer Kits
4. Create a marketing and social media schedule
5. Collect contact information from visitors
6. Generate revenue from sales of art
7. Request feedback from artists, students, and participants
8. Record final numbers of outputs (visitors attending, number of exhibitions, etc.)
9. Compile and analyze feedback
10. Use the information to inform future programming

**Goal 2 - Engage, Employ, and Support Artists - Activities**

1. Follow the Exhibition Plan to announce the Call to Artists
2. Plan the jury process and timeline
3. Plan marketing and social media posts showcasing the artists
4. Execute the jury process
5. Create and deploy the marketing and social media posts
6. Hold the events
7. Introduce the artists to address the visitors or teach the participants
8. Request feedback from artists, visitors, and participants
9. Record final numbers of outputs (number of participants, workshops held, etc.)
10. Compile and analyze the survey results
11. Use the information to inform future artists' activities.



### **Goal 3 - Reduce Consumption of Excessive Materials - Activities**

- 1. Using Resource Depot's ENF. Campaign, create an outreach plan to distribute materials and announcements of exhibitions, workshops, and artist talks.**
- 2. Plan a timeline to release social posts, videos, emails, and events like Earth Day**
- 3. Create and deploy the marketing and social media posts**
- 4. Hold the events**
- 5. Feature the Catwalk students to the audience**
- 6. Engage students to follow Resource Depot on social media and remain connected through other opportunities such as volunteering.**
- 7. Request feedback from students and participants**
- 8. Record final numbers of outputs (number of participants, events held, etc.)**
- 9. Compile and analyze the survey results**
- 10. Use the information to inform future education and advocacy campaigns.**

#### **2.4. Partnerships & Collaborations (2000 characters)**

**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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**Resource Depot partners with several organizations to advance its mission. These partnerships have been enduring over several years to integrate visual art with performing arts, career development, conservation, education, environment, humanities, science, tourism, and waste management.**

**Resource Depot has formalized agreements with the following partners to deliver various programs to artists, youth, and adults. The organization's responsibilities are to deliver the programs and activities as agreed upon. The benefits of the partnerships are funding, promotion, and certification of organizational excellence.**

- Children's Services Council of Palm Beach County**
- Cultural Council of Palm Beach County**
- Nonprofits First**
- Primetime of Palm Beach County**
- Solid Waste Authority of Palm Beach County**
- School District of Palm Beach County**
- City of West Palm Beach - Office of Sustainability**

**Resource Depot has collaboration projects with the following partners but no formal signed agreements. The organization's responsibilities are to coordinate efforts on program activities as agreed upon. The benefits of the partnerships are shared resources, better services to the community, and broader community engagement.**

- **Cox Science Center & Aquarium**
- **Career Source of Palm Beach County**
- **Grassy Waters Preserve**
- **Lighthouse Art Center**
- **Loggerhead Marinelife Center**
- **Mounts Botanical Gardens**
- **Norton Museum of Art**
- **Palm Beach Chamber of Commerce**
- **Palm Beach North Chamber of Commerce**
- **Mandel Library, City of West Palm Beach**
- **Prom Beach**
- **The Breakers Palm Beach**

### **3. Project/Program Evaluation (2000 characters)**

**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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**Resource Depot uses several different methods for measuring its achieved goals and objectives:**

- 1. Resource Depot administers surveys and interviews with artists, students, and adults participating in an exhibition or workshop to gauge their level of engagement, learning, and satisfaction after each event. Once the survey and interview results are compiled, the executive director shares them with the board and staff to make decisions about future program adjustments. Resource Depot will also report the information to funders. We internally collect visitor information/pounds diverted) RSVPs, website/POS/Logging Attendance etc. - both physical and web means.**
- 2. Resource Depot is formally evaluated by both Children's Services Council and Primetime of Palm Beach County, other funders that support the youth education programs. The evaluation consists of a written report, site visit, and interview if necessary. The nonprofit organization gathers information throughout the year. The results are shared with Primetime's board of directors as well as Children's Services Council staff, who may use them when considering future funding. (these monthly reports are given to major funders**

**(and others upon request) and included in annual reporting to public). Resource Depot undergoes agency accreditation annually through Nonprofits First. The agency examines Resource Depot's financial, governance, human resource, and fundraising policies and practices to ensure that the organization operates under the best practices for each fact of the business. We have received excellence level for 13 years.**

- 3. Occasionally, Resource Depot contracts with an outside evaluator to conduct focus groups to gather feedback on specific areas of programming. The external evaluator presents the results so that the organization can make adjustments if necessary to keep its programs relevant, accessible, and affordable.**
- 4. Each visitor who completes a purchase through the Materials Marketplace and/or The TreasuRE is asked to provide a review of their experience through our POS system after their purchase. This information is collected and reviewed regularly by staff in order to improve the visitor experience. Individual customer concerns are addressed as needed.**

## E. Impact - Reach Page 5 of 12

**For questions 1-6, 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.**

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

**11963**

**1. What is the estimated number of events related to this proposal?**

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**114**

**2. What is the estimated number of opportunities for public participation for the events?**

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**195**

**3. How many Adults will participate in the proposed events?**

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**10,025**

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

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**1,714**

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

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**166**

## 6. 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.

### 6.1. Number of artists directly involved?

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58

### 6.2. Number of Florida artists directly involved?

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58

## 7. 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.

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

No specific racial/ethnic group

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

No specific age group.

### 7.3. Underserved/Distinct Groups: \*

No specific underserved/distinct group

## 8. Describe the demographics of your service area. (2000 characters)\*

Demographics are distinct characteristics of a population. Examples include but are not limited to: age, race, ethnicity, religion, gender, income, family status, education, veteran, disability status, and employment.

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Resource Depot serves all of Palm Beach County, with a population of 1,497,987. 19% of the population is under 18 years of age. The racial makeup of PBC consists of .6% of American Indian, 2.9% Asian, 19.8% African American, 23.2% Hispanic, and 53.5% Caucasian. Women make up 51.5% of the population. There are 76,912 veterans and 7% of the population under 65 years of age are disabled.

**88.8% of all persons 25 years or older have high school diplomas, and 37.1% have bachelor's degrees or higher. The median household income is \$65,015. The poverty rate is 12%. 17% of the population under 65 years old do not have health insurance.**

**The US Census reported statistics in 2021 or 2020.**

**<https://www.census.gov/quickfacts/fact/table/palmbeachcountyflorida,FL/PST045221>**

## **9. Additional impact/participation numbers information (optional) (1500 characters)**

**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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**Resource Depot is the only creative reuse center in Palm Beach County. Additionally, it is the only reuse center in South Florida focused on delivering a robust and extraordinary menu of events, workshops, educational programs, and activities to engage the community through art and make our community a better place to live.**

**The board and team are dedicated to offering creative solutions to waste reduction while enticing people to imagine, create, repurpose, and enjoy art in spectacular and novel ways. In the organization's long-range strategic planning, Resource Depot envisions the following programs which will exponentially increase participation numbers and impact:**

- 1. Establish a 'Referral Network' in Palm Beach County for material donors. Resource Depot takes the lead in educating material donors and redirecting incoming donation opportunities for best use to other donation-based nonprofits in need of specific items.**
- 2. Provide services in The Glades, western Palm Beach County rural areas of Belle Glade, South Bay, and Pahokee (Redi locations) to address the needs of the most underserved areas of the county. This new program may be a pop-up location or storage in collaboration with new partners.**
- 3. Artist in Residence Program to support more local artists with access to affordable studio space and materials.**
- 4. A GalleRE Expansion program to extend the exhibitions to travel to other locations.**

## **10. In what counties will the project/program actually take place? (Select a minimum of one) \***

**Palm Beach**

## **11. What counties does your organization serve? (Select a minimum of one)\***

- Broward
- Martin
- Miami-Dade
- Palm Beach

## 12. Describe your virtual programming. Only for applicants with virtual programming. (2500 characters)

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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Resource Depot's programming is 95% live, in-person programming. However, during the COVID social distancing, the organization created and posted dozens of hands-on projects easily accessible to everyone on a dedicated page on their website [www.resourcedepot.org/virtual-resources](http://www.resourcedepot.org/virtual-resources). Additionally, they have a Youtube channel for viewing DIY projects.

Resource Depot will deliver Junk Hour and StARTer Kits in this proposed program activities both in-person and through recorded resource videos available on their website. Both programs are designed for children. Junk Hour is open-ended play with instructions about creative expression and exploring their imagination. StARTer Kits are similar but will be themed based on an exhibition in the GalleRE.

## 13. Proposal Impact (3500 characters)

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

**Organizations:** Include education and outreach activities.

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

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Resource Depot is proud of its impact on the community through outreach, education, and advocacy efforts.

Resource Depot has a growing presence on Facebook with 4,650 followers and Instagram with 2,582 followers. During the past year, the organization connected with an average of 5,638 followers and 117,030 monthly engagements on social media. Resource Depot has over 5,000 email subscribers and an average of 2,500 monthly views on the website.

Resource Depot delivered diverse educational offerings impacting many people to engage in creativity and conservation, and community engagement:

- 229,925 people benefitted from educational programs or materials, including the ENF. advocacy campaign
- 7,283 youth became eco-warriors to take what they learned and share it with their friends

- **432? students became educated about reuse centers, creative upcycling, and conservation during their tour of Resource Depot**
- **400 students constructed art projects with StARTer Kits**
- **44 local artists engaged in projects and events with Resource Depot**
- **8,400 visitors took advantage of Resource Depot's materials**

**Resource Depot advocates reducing overconsumption and single-use items (e.g., straws, bags) and expanding the reusing and repurposing of valuable materials. Last year, this nonprofit rescued over 131,000 pounds (65.5 tons!) of donated reusable and raw materials from the communities' households and businesses. The true impact of the programs is the creative and social act of creating with "junk." Participants problem-solve, think critically, and use sensory, intuitive, and behavioral skills simultaneously creating Art. Participants become enlightened that Art pervades and influences everything in life, including history, culture, economics, environmental science, engineering, physical and mental health, public safety, diversity, community development, etc.**

## **14. Marketing and Promotion**

### **14.1. How are your marketing and promoting your organizations offerings? \***

- Brochures**
- Collaborations**
- Email Marketing**
- Magazine**
- Newsletter**
- Newspaper**
- Radio**
- Organic Social Media**
- Paid Social Media**
- Television**

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

**How are you marketing and promoting your organizations offerings?**

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**Resource Depot recently launched ENF. The ENF (pronounced "enough") manifesto and awareness campaign promote a lifestyle that reduces waste by REimagining a Palm Beach County where simplicity fosters equality. ENF. engages the community in conversations about the impact of "consumer excess" on the environment and provides "playbooks" for home, work, and school, which contain resources to reduce the negative impact individual actions have on the earth through positive behavior change. Last year, the team trained 4,618 young people from 319 after-school programs in its environmental stewardship program.**



**These students are proud to be eco-warriors to be the example of conscious consumers, and spread the ENF. manifesto to their families, friends, peers, and teachers in school. Everyone recognizes they have plenty - and plenty to share.**

**Resource Depot is currently developing a Referral Network program to be the leader in accepting bulk reusable materials and redistributing them to worthy nonprofits in need of the particular donation. For example, a local business is relocating but won't move the office equipment and furniture to the new headquarters. Resource Depot will be the first call they make to help them find a suitable 'next home' for the furniture and equipment. Resource Depot will have already curated a list of nonprofits and their needs to arrange the match. This program will expand our audience and reach both for-profit and nonprofit entities to serve their needs and reduce throwing valuable items away.**

## F. Impact - Access for All Page 6 of 12

**1. 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 specific step are you taking to make your programming accessible to persons of all abilities and welcoming to all members of your community? (3500 characters)**

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 [dos.myflorida.com/cultural/info-and-opportunities/resources-by-topic/accessibility](https://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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In 2020, Resource Depot relocated to Industry Alley, a collection of repurposed warehouses serving West Palm Beach's creative and design community. The owners renovated the facility to accommodate all audiences by complying with ADA requirements, including a wheelchair ramp and a lift to reach the mezzanine floor. Lighting, sound, and signage were designed to enhance, not hinder, the experience for those with sight and hearing disabilities. All programs are thoughtfully designed to be inclusive so that all community members can access the in-person programs. All of Resource Depot's online Youtube Channel videos are available with captions and clear audio for those with hearing and sight disabilities.

Resource Depot makes a conscientious effort to be inclusive. The organization is taking steps to produce presentations, brochures, and other printed materials in different languages to increase access to non-English speakers.

### 2. Policies and Procedures

Yes

No

### 3. Staff Person for Accessibility Compliance

Yes

No

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

Jennifer O'Brien

#### 4. 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.

**4.1. If yes, when was the evaluation completed? 5/1/2022**

#### 5. What efforts has your organization made to provide programming for all? (2000 characters)

Resource Depot's in-school programming like the StARter Kits and field trips are provided to Title I schools free of charge, so underserved children have access to the learning and the experiences.

The Tim Rivers REwarding REuse Scholarship Fund at Resource Depot provides financial assistance to youth to attend its summer programming.

Lastly, Resource Depot keeps the price of artwork and materials down and thereby accessible to more people by subsidizing much of the cost of processing these items through donations and other support.

# G. Management and Operating Budget Page 7 of 12

## 1. Organization History (2000 characters)

Briefly describe your organization's history including founding dates and significant changes in management, location, mission, etc. Also, include major accomplishments and program growth, adaptation to external factors and significant relationships and partnerships.

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Resource Depot was founded in 1999 by community stakeholders from the Solid Waste Authority of Palm Beach County, Children's Services Council of Palm Beach County, the Palm Beach County School District, and Florida Power & Light. They came together to address both the growing need for economically sustainable materials for education and the arts and the growing waste stream in Palm Beach County. They established Resource Depot, a nonprofit creative reuse center, to divert the excess of clean, safe, reusable materials to be used for educational and artistic purposes. These saved materials would otherwise end up in the County's landfill. To date, Resource Depot is the only creative reuse and environmental education center in all of South Florida, filling the need for eco-sustainable and affordable programs and materials for art, education, and the creative public.

## 2. Fiscal Condition and Sustainability (2000 characters)

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.

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Resource Depot's financial position is strong, with three months of revenues saved in reserves for unforeseen emergencies and instability in the economy. This was especially important and necessary during the lock-down of the COVID19 pandemic. The board and team are consciously working towards reserving six months worth of operating expenses to follow the best practice on fund balance reserves per Nonprofits First accreditation recommendations.

The organization has secured the matching funding for this program through its social enterprise programs: The TreasuRE and the Materials Marketplace. These two revenue streams support the free and low-cost events and activities, especially for Title I students.

Resource Depot can sustain its programming by offering high-quality, unique events. The more that Resource Depot engages the community through its programs and events, the more corporate sponsors and financial support it secures.

3. Completed Fiscal Year End Date (m/d/yyyy) \* 9/1/2022

## 4. Operating Budget Summary

<b>Expenses</b>	<b>Previous Fiscal Year</b>	<b>Current Fiscal Year</b>	<b>Next Fiscal Year</b>
<b>1. Personnel: Administrative</b>	<b>\$31,616</b>	<b>\$45,656</b>	<b>\$48,063</b>
<b>2. Personnel: Programmatic</b>	<b>\$179,156</b>	<b>\$239,692</b>	<b>\$252,334</b>
<b>3. Personnel: Technical/Production</b>	<b>\$71,400</b>	<b>\$95,116</b>	<b>\$100,132</b>
<b>4. Outside Fees and Services: Programmatic</b>	<b>\$40,550</b>	<b>\$39,770</b>	<b>\$40,170</b>
<b>5. Outside Fees and Services: Other</b>	<b>\$15,500</b>	<b>\$12,500</b>	<b>\$12,500</b>
<b>6. Space Rental, Rent or Mortgage</b>	<b>\$108,593</b>	<b>\$120,443</b>	<b>\$132,384</b>
<b>7. Travel</b>	<b>\$5,000</b>	<b>\$2,910</b>	<b>\$3,156</b>
<b>8. Marketing</b>	<b>\$6,500</b>	<b>\$7,270</b>	<b>\$5,995</b>
<b>9. Remaining Operating Expenses</b>	<b>\$97,246</b>	<b>\$36,637</b>	<b>\$44,228</b>
<b>A. Total Cash Expenses</b>	<b>\$555,561</b>	<b>\$599,994</b>	<b>\$638,962</b>
<b>B. In-kind Contributions</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>
<b>C. Total Operating Expenses</b>	<b>\$565,561</b>	<b>\$609,994</b>	<b>\$648,962</b>
<b>Income</b>	<b>Previous Fiscal Year</b>	<b>Current Fiscal Year</b>	<b>Next Fiscal Year</b>
<b>10. Revenue: Admissions</b>	<b>\$21,500</b>	<b>\$33,005</b>	<b>\$34,616</b>
<b>11. Revenue: Contracted Services</b>			
<b>12. Revenue: Other</b>	<b>\$94,561</b>	<b>\$111,181</b>	<b>\$120,295</b>
<b>13. Private Support: Corporate</b>	<b>\$22,500</b>	<b>\$25,075</b>	<b>\$27,242</b>

<b>14. Private Support: Foundation</b>			
<b>15. Private Support: Other</b>	<b>\$7,000</b>	<b>\$32,241</b>	<b>\$31,809</b>
<b>16. Government Support: Federal</b>			
<b>17. Government Support: State/Regional</b>		<b>\$25,000</b>	<b>\$25,000</b>
<b>18. Government Support: Local/County</b>	<b>\$410,000</b>	<b>\$373,492</b>	<b>\$400,000</b>
<b>19. Applicant Cash</b>			
<b>D. Total Cash Income</b>	<b>\$555,561</b>	<b>\$599,994</b>	<b>\$638,962</b>
<b>B. In-kind Contributions</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>
<b>E. Total Operating Income</b>	<b>\$565,561</b>	<b>\$609,994</b>	<b>\$648,962</b>

### 5. Additional Operating Budget Information (1000 characters)

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."

The Finance Committee of the board is considering options to invest reserves to reach the goal of having up to 6 months reserve to ensure financial stability through an unstable economy. The current practice of maintaining a fund balance of 3 months operating reserve enabled the organization to continue operations during COVID.

Due to the economic climate, the organization anticipates an increase in both salary and rent in the coming years which may exceed standard COLA percentages.

Through its established donation program, Resource Depot seeks in-kind donations of materials, equipment, display fixtures and the like for organizational use whenever possible to keep program costs down.

### 6. 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

**7. Hours \***

Organization is open full-time

Organization is open part-time

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

Yes

No

# H. Management and Proposal Budget Page 8 of 12

## 1. Rural Economic Development Initiative (REDI) and Underserved Waiver

Yes

No

## 2. 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 [dos.myflorida.com/cultural/grants/grant-programs](https://dos.myflorida.com/cultural/grants/grant-programs).

The expense section contains three columns:

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

Save each individual line within the budget.

To update budget totals, save each page.

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).

For Specific Cultural Projects the Proposal Budget expenses must equal the Proposal Budget income.

### 2.1. Personnel: Administrative \*

#	Description	Grant Funds	Cash Match	In-Kind Match	Total
1	Support for Administrative functions	\$25,000	\$23,063	\$0	\$48,063
<b>Totals:</b>		<b>\$25,000</b>	<b>\$23,063</b>	<b>\$0</b>	<b>\$48,063</b>

### 2.2. Personnel: Programmatic \*

#	Description	Grant Funds	Cash Match	In-Kind Match	Total
1	Programmatic team	\$0	\$252,334	\$0	\$252,334
<b>Totals:</b>		<b>\$0</b>	<b>\$252,334</b>	<b>\$0</b>	<b>\$252,334</b>



**2.3. Personnel: Technical/Production \***

#	Description	Grant Funds	Cash Match	In-Kind Match	Total
1	Technical Team	\$0	\$100,132	\$0	\$100,132
<b>Totals:</b>		<b>\$0</b>	<b>\$100,132</b>	<b>\$0</b>	<b>\$100,132</b>

**2.4. Outside Fees and Services: Programmatic \***

#	Description	Grant Funds	Cash Match	In-Kind Match	Total
1	Teaching Artists	\$0	\$40,170	\$0	\$40,170
<b>Totals:</b>		<b>\$0</b>	<b>\$40,170</b>	<b>\$0</b>	<b>\$40,170</b>

**2.5. Outside Fees and Services: Other \***

#	Description	Grant Funds	Cash Match	In-Kind Match	Total
1	Audit, bookkeeping	\$0	\$12,500	\$0	\$12,500
<b>Totals:</b>		<b>\$0</b>	<b>\$12,500</b>	<b>\$0</b>	<b>\$12,500</b>

**2.6. Space Rental (match only) \***

#	Description	Cash Match	In-Kind Match	Total
1	Space Rental	\$132,384	\$0	\$132,384
<b>Totals:</b>		<b>\$132,384</b>	<b>\$0</b>	<b>\$132,384</b>

**2.7. Travel (match only) \***

#	Description	Cash Match	In-Kind Match	Total
1	Travel	\$3,156	\$0	\$3,156
<b>Totals:</b>		<b>\$3,156</b>	<b>\$0</b>	<b>\$3,156</b>

**2.8. Marketing \***

#	Description	Grant Funds	Cash Match	In-Kind Match	Total
1	Marketing	\$0	\$5,995	\$0	\$5,995
<b>Totals:</b>		<b>\$0</b>	<b>\$5,995</b>	<b>\$0</b>	<b>\$5,995</b>

### 2.9. Remaining Proposal Expenses \*

#	Description	Grant Funds	Cash Match	In-Kind Match	Total
1	Remaining program expenses	\$0	\$44,228	\$0	\$44,228
2	Program Supplies	\$0	\$0	\$10,000	\$10,000
<b>Totals:</b>		<b>\$0</b>	<b>\$44,228</b>	<b>\$10,000</b>	<b>\$54,228</b>

### 2.10. Amount of Grant Funding Requested:

\$25,000

### 2.11. Cash Match:

\$613,962

### 2.12. In-Kind Match:

\$10,000

### 2.13. Match Amount:

\$623,962

### 2.14. Total Project Cost:

\$648,962

## 3. 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.

### 3.1. Revenue: Admissions \*

#	Description	Cash Match	Total
1	Admissions	\$34,625	\$34,625
<b>Totals:</b>		<b>\$0</b>	<b>\$34,625</b>

**3.2. Revenue: Contracted Services \*****3.3. Revenue: Other \***

#	Description	Cash Match	Total
1	Other revenue	\$120,286	\$120,286
<b>Totals:</b>		<b>\$0</b>	<b>\$120,286</b>

**3.4. Private Support: Corporate \***

#	Description	Cash Match	Total
1	Corporate Support	\$27,242	\$27,242
<b>Totals:</b>		<b>\$0</b>	<b>\$27,242</b>

**3.5. Private Support: Foundation \*****3.6. Private Support: Other \***

#	Description	Cash Match	Total
1	Other Private Support	\$31,809	\$31,809
<b>Totals:</b>		<b>\$0</b>	<b>\$31,809</b>

**3.7. Government Support: Federal \*****3.8. Government Support: Regional \*****3.9. Government Support: Local/County \***

#	Description	Cash Match	Total
1	local support	\$400,000	\$400,000
<b>Totals:</b>		<b>\$0</b>	<b>\$400,000</b>

**3.10. Applicant Cash \***

**3.11. Total Project Income:****\$648,962****3.12. Proposal Budget at a Glance**

Line	Item	Expenses	Income	%
A.	Request Amount	\$25,000	\$25,000	4%
B.	Cash Match	\$613,962	\$613,962	95%
	<b>Total Cash</b>	<b>\$638,962</b>	<b>\$638,962</b>	<b>99%</b>
C.	In-Kind	\$10,000	\$10,000	2%
	<b>Total Proposal Budget</b>	<b>\$648,962</b>	<b>\$648,962</b>	<b>101%</b>

**4. Additional Proposal Budget Information (optional) (1000 characters)**

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.

Resource Depot has a robust volunteer program with 147 volunteers donating 1,396 hours to benefit the community while interacting with one of our programs.

These in-kind services are very important to the total operation at Resource Depot. There are several volunteer roles that require varying levels of experience, knowledge, and skill. Resource Depot plans to research the traditional values to calculate the monetary value of each position in the future.

Resource Depot also receives annual grants and development consulting support valued at \$10,000 from an in-kind program through Nonprofits First.

# 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.

## 1. Required Attachment List

Please upload your required attachments in the spaces provided.

### 1.1. Substitute W-9 Form

File Name	File Size	Uploaded On	View (opens in new window)
Substitute w-9 - RD.pdf	34 [KB]	6/20/2023 11:29:26 AM	<a href="#">View file</a>

### 1.2. Federal 990 Form (most recently completed)

File Name	File Size	Uploaded On	View (opens in new window)
resouce depot_21n_FC(1)_1.pdf	208 [KB]	6/20/2023 11:29:55 AM	<a href="#">View file</a>

## 2. Support materials (required)\*

<b>File</b>	<b>Title</b>	<b>Description</b>	<b>Size</b>	<b>Type</b>	<b>View (opens in new window)</b>
<b>GalleRE letter of support.pdf</b>			<b>215 [KB]</b>		<b>View file</b>
<b>Trees are Treasures Field Trip Lesson Plan 2023.pdf</b>			<b>15936 [KB]</b>		<b>View file</b>
<b>Fast Fashion Field Trip Lesson Plan 2023.pdf</b>			<b>9247 [KB]</b>		<b>View file</b>
<b>Pervasive Plastic Field Trip Lesson Plan 2023.pdf</b>			<b>8722 [KB]</b>		<b>View file</b>
<b>DCA Cover Letter - Jennifer O'Brien.pdf</b>	<b>Cover Letter</b>	<b>Cover Letter from Executive Director</b>	<b>120 [KB]</b>		<b>View file</b>
<b>Recycle and Reuse at Resource Depot &amp; GalleRe _ On the Town, Eco-Adventures.mp4</b>			<b>38001 [KB]</b>		<b>View file</b>
<b>Resource Depot AnnualReport 2021.pdf</b>			<b>1043 [KB]</b>		<b>View file</b>
<b>RD History Timeline.png</b>			<b>485 [KB]</b>		<b>View file</b>
<b>List of Videos and News articles.docx</b>			<b>101 [KB]</b>		<b>View file</b>
<b>Support Doc - GalleRE.Workshops.Kits.Catwalk 2023.pdf</b>			<b>8509 [KB]</b>		<b>View file</b>

2.1.

# J. Notification of International Travel Page 10 of 12

## Notification of International Travel

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.

### 1. 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 Division of Arts and Culture.

# K. Single Audit Act Page 11 of 12

## Single Audit Act

In accordance with 2 CFR 200, Subpart F - Audit Requirements; 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 65-0964759 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 Single Audit Act. You will be required to complete a separate certification form in dosgrants.com following the close of your fiscal year.

### 1. Single Audit Act

I hereby acknowledge that I have read and understand the above statement and will comply with: 2 CFR 200, Subpart F - Audit Requirements; 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

## 1. Guidelines Certification

I hereby certify that I have read and understand the guidelines and all application requirements for this grant program outlined under section 265.286, Florida Statutes and incorporated by reference into Rule 1T-1.036, Florida Administrative Code.

## 2. Review and Submit

I hereby certify that I am authorized to submit this application on behalf of Resource Depot, 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.

### 2.1. Signature (Enter first and last name)

Jennifer O'Brien

