



December 13, 2017

Charlie Hunsicker
Manatee County Parks and Natural Resources
5502 33rd Ave. Dr. W.
Bradenton, FL 34209

Dear Mr. Hunsicker:

Congratulations! You have been awarded a Bay Mini-Grant from the Tampa Bay Estuary Program in the amount of \$1,981.00 for the "Snorkeling 101" project. The evaluation committee believes your application met all criteria necessary to be awarded a grant and is excited about the impact your project will have on Tampa Bay and its users.

To get started on your project, please carefully review the attached materials and indicate that the County understands and accepts the conditions of the grant by having an authorized representative sign two copies of this letter.

Return one signed original of the letter to this office, whereupon we will issue you a purchase order in the amount of \$1,981.00. Upon receipt of that purchase order, you may begin the project.

If you have any questions regarding the enclosed materials, please contact me at 727-893-2765.

Sincerely,

A handwritten signature in cursive script that reads "Holly Greening".

Holly Greening
Executive Director

By signing this letter, I, Priscilla Trace, Chairman, Board of County Commissioners, (print or type name and title) certify that I understand and agree to perform the attached scope of work and abide by its terms.

Signature: Chairman of Manatee County Priscilla Trace

cc: Coral Bass, Manatee County Parks and Natural Resources

**Tampa Bay Estuary Program
Bay Mini-Grant Application 2017/18**

Project Name: Snorkeling 101	
Lead Organization: Manatee County Parks and Natural Resources	
Description of Lead Organization: <input type="checkbox"/> 501 c-3 <input type="checkbox"/> Community Association <input type="checkbox"/> Educational Institution <input checked="" type="checkbox"/> Government <input type="checkbox"/> Other	
Federal I.D. Number (if using SS#, leave blank): 59-6000727	
Executive Director Name: Charlie Hunsicker	
E-mail: charlie.hunsicker@mymanatee.org	Phone: 941-742-5972 ex 6001
Mailing Address: 5502 33 rd Ave. Dr. W. Bradenton FL 34209	
Project Manager (if different from Exec. Dir.): Coral Bass	
E-mail: Coral.Bass@mymanatee.com	Phone: 941-742-5923 ex 6034
Mailing Address: 5502 33 rd Ave. Dr. W. Bradenton FL 34209	
Other participating organizations: none	
Total Amount Requested (not to exceed \$5,000): \$1,875.00	
Often TBEP receives more grants than we have available money to fund. Please explain how partial funding might impact or affect this project: Partial funding will lessen our impact in the community, because we will not be able to afford the quantity of snorkeling equipment requested. This will result in less participating and learning the importance of water pollution and an appreciation of the estuary in the program.	
Planned Project Beginning and Completion Dates: January 2018 to December 2018	
Have you ever received a TBEP Bay Mini-Grant before? Yes If yes, what year(s)? 2006, & 2008	
Have you applied to any other organizations to receive grant funds for this project? (Yes/No) No	
If yes, please provide organization(s) name, amount requested, and status (awarded/declined).	
What city and county will the project take place in? Unincorporated Palmetto City and Manatee County	
Where is the physical location of your project? Emerson Point Preserve	

Which of the CCMP goals listed below will your project address? (check all that apply)

- Water quality, habitat restoration, fish and wildlife conservation, bay awareness/education,
 climate change, reducing nitrogen loading from urban landscapes, or invasive species.

How did you hear about the Bay Mini-Grants? TBEP Email

**Return completed applications by September 15, 2017 by 3:00pm to:
Bay Mini-Grants/Attn: Misty Cladas**

Answer the following questions clearly and completely using the space provided.

1. Is this proposal for (check all that apply):
EDUCATION RESTORATION BOTH
Type of project: Education

2. Summarize the proposed project in **300 words** or less. Please include in the summary how your project will contribute towards restoring or improving Tampa Bay.

The Manatee County Snorkeling 101 program is a reoccurring seasonal program that will encourage people to discover the world beneath the waves through the passive sport of snorkeling. Using education and snorkeling, participants will learn the basics of the sport and how to protect the habitats they are experiencing. With a hands on watershed model, participants will explore the pollutants that endanger our estuaries and learn ways to protect those same habitats. The ultimate goal, is to bridge the gap of recreational visitors into conserving the estuarial habitats both in the water and in the everyday practices.

3. List organizations, groups, volunteers and/or partners that will participate in the activities and explain how will you recruit them? (**150 words** or less)

Manatee County Parks and Natural Resources will design and implement the Snorkeling 101 project at Emerson Point Preserve. Staff are certified as Florida Master Naturalist and will help to design and run the programs. The snorkeling program will be advertised in Manatee County's calendar on MyManatee.org and be sent by email to over 3,600 contacts. Fliers will be published on social media and press released about the program will be distributed.

4. Describe why you and/or your organization will be successful at implementing your proposal. What are your organization's qualifications? (**300 words** or less)

With over 10 years of developing and implementing environmental education programs, Manatee County Parks and Natural Resource's has a long standing dedication to serving the local community by offering free programing. In the past, we have offered everything from beginning kayaking to fishing, allowing citizens to learn about the local Florida ecosystems through passive recreational activities. Certified as National Association of Interpretation Certified Guides, Master Naturalists, and trainers for Project Wild, staff members encourage preserve visitors to treat nature with care. We run 50 volunteer events and 420 educational programs a year.

- TBEP recommends letters of support from all partners/cooperators in the project.

5. How many people do you estimate your project will reach? **(150 words or less)** Snorkeling 101 is a reoccurring program that will have 5 programs with 100 participants annually. Each time the class is held, 20 participants will have a chance to learn and grow in their knowledge of the estuary. Once in place the snorkeling program will be add to our calendar seasonally.
6. How will you measure the success of your project? Please be specific. (e.g., follow-up monitoring of a habitat restoration site, pre/post tests) **(150 words or less)**
Success will be determined by pre, and post survey that will gauge participants' knowledge and experience in snorkeling and conservation. The pre-survey will give a broader understanding as to who the participants are and the post-survey will explore their outlook on protecting the estuary. At the conclusion of the event, participants will fill out pledge cards detailing steps they plan to take to protect the estuary.
7. What will participants learn from participating in this project? How will they use that knowledge to benefit the Estuary? **(100 words or less)**
Participants will gain an appreciation of sea grass beds, mangrove, and other estuarine habitats by becoming submerged in the ecosystems through snorkeling. They will learn about pollutants found in the waterways and how to prevent contaminating the water. Using this knowledge, they will become better stewards and ambassadors of the estuary.
8. What materials or supplies (if applicable) will you provide to the people participating in your project? **(150 words or less)**
During the program participants will receive a snorkeling supply packing list, and a pocket wildlife guide of species found in the habitat around Emerson Point. At the end of Snorkeling 101 the participants will receive a pledge card to remind them of their environmental promises.
9. Is your project part of an ongoing project?
 - If yes, how does this mini-grant project fit into the overall effort?
Click or tap here to enter text.
 - If no, do you plan to continue this project in the future?
The Tampa Bay Estuary Program grant funds will sponsor the initial startup of the snorkeling 101 class, which Manatee County plans to continue for years to come.
10. What can you do within your grant to help promote the Tampa Bay Estuary Program specialty license plate?
Within each snorkeling program, we can advertise in our calendar of events and in the introduction of each class Manatee County PNR will say the funding for the equipment was made possible from TBEP license plate. The one time grant contribution to Manatee County PNR can give you years of advertisements.

Budget for: Manatee County PNR Snorkeling 101

<u>ITEM</u>	<u>TBEP SHARE</u>	<u>* MATCH</u>	<u>TOTAL</u>
30 Snorkel and Mask	\$690 (\$23 x 30)		\$690
30 Fins	\$660 (\$22 x 30)		\$660
2 Storage Bins	\$52 (\$26 x 2)		\$52
3 Divers Down Buoy	\$60 (\$20 x 3)		\$60
Hanging Shelf	\$112		\$112
2 Secchi Disk	\$52 (\$26 x 2 + \$14 shipping)		\$66
Waterproof Paper	\$66 (\$33 x 2)		\$66
Dock Ladder	\$200		\$200
			TBEP Total \$1906
TBEP Metal Sign			75
			Total \$1981

<u>MATCH</u>		
2 Staff for Class	\$ 408 (\$17 per hour x 2 staff x 3 hours) 5 programs)	\$510
Program Development	\$425 (\$17 per hour x 25 hours)	\$425
Program Administration	\$255 (\$17 per hour x 15 hours)	\$255
Program Supplies	\$100.00	\$100
Manatee County PNR Total		\$1290
Grand Total		\$3271

- PVC sign (indoor use) \$50.00
- Metal sign with mounting pole (outdoor use) \$75.00

If advertising your Bay Mini-Grant project is appropriate, please choose one sign and add the cost to the final total of your grant.

TOTAL GRANT COSTS \$1981.00 **NOT TO EXCEED \$5,075.00**
(**\$5,000 grant costs + \$75.00 sign**)

* Please indicate if matching funds listed above are federal, local, state or private.

SCOPE OF WORK
and
CONDITIONS OF GRANT

GRANTEE agrees to:

1. Utilize funds received for the "Snorkeling 101" project.
2. Perform above task for an amount not to exceed \$1,981.00.
3. Submit the required final report with your final invoice.

Projects may begin as soon as a Purchase Order is issued by the Tampa Bay Estuary Program (TBEP) and must be completed by December 31, 2018. Any project that requires a permit must have it in place no more than 4 months after issuance of purchase order. Failure to do so may result in forfeiture of grant.

GRANTEE is responsible for the appropriate expenditure of the funds provided by the TBEP and shall only expend such funds in accordance with the approved scope of work and budget submitted in proposal and shall not utilize such funds for any other purpose.

GRANTEE agrees to submit educational materials, publications, videos or signage developed with Bay Grants funding to the TBEP Project Manager for technical review and final approval before commencing production. All materials produced with TBEP funding may be reproduced at TBEP's discretion.

GRANTEE must provide a final report (attached) to TBEP including one (1) digital copy and one (1) hard copy of any, videos or materials developed for the project.

All publications, signage, videos, artwork, reports or other products developed using Bay Grants funding shall carry an approved credit line or logo of the Tampa Bay Estuary Program and/or the Tampa Bay Estuary specialty license plate.

To assure proper coordination and review throughout the term of the grant, TBEP shall designate Misty Cladas as project manager and shall be the person with whom the GRANTEE shall communicate. The GRANTEE shall designate a representative with whom the TBEP project manager can coordinate.

Invoices may be submitted by the GRANTEE no more than once a month. Invoices requesting payment must be sent to TBEP Project Manager.

To the extent authorized by law, the GRANTEE, and TBEP indemnify and hold harmless each other and/or all of its officers, employees, or agents from any and all suits, claims, demands, actions, causes of actions, judgments, liability, loss, damage, attorney's fees, court costs or expenses of any kind, which each party, its officers, employees and agents may incur arising from the negligence of either party during the performance of any provision of this Scope of Work or from the activities of the TBEP as aforesaid under the provisions of this Scope.