



CULTURAL ARTS COALITION

321 NW 10th Street, Gainesville, FL 32601
Phone: (352) 372-0216 • Fax (352) 372-0876
www.culturalartscoalition.org

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University of Florida

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*Behavior Analyst
Community Activist
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Dr. Tom Auxer
*University of Florida
Elder Council*

Dr. Anthony Green
*University of Florida
Elder Council*

Mr. Alan Hill, MA
*Three Rivers Legal Services
Elder Council*

Dr. Patricia Hilliard-Nunn PhD
*University of Florida
Makare Publishing
Elder Council*

Staff

Nkwanda Jah
CAC Director

Sept. 9, 2016

Dear Selection Committee,

Cultural Arts Coalition has enjoyed programming and Management of the Wilhelmina Johnson Center for the past 16 years. We have built many partnerships providing quality programming for youth and adults.

On behalf of my Board, volunteers and members, we thank you for the opportunity to submit our application for the Wilhelmina Johnson Center Educational Programming.

Sincerely,

NKwanda Jah

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Attachments:

- 1 – City of Gainesville Certification of Compliance with Living Wage**
- 2 – Drug Free Workplace Form**
- 3 – Nkwanda Jah Resume**
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- 5 – Wilhelmina Johnson Center Usage Evaluation Survey**
- 6 – Tax Exempt Letter**
- 7 – Certificate of Liability Insurance**
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Cultural Arts Coalition

Organizational Philosophy / Mission Statement

The mission of the organization is to use the arts as a vehicle to promote education of issues for community empowerment with special emphasis on the youth. This organization also is to work along other community organizations to increase the awareness of the Africentric perspective. The Wilhelmina Johnson Resource Center will be used as a venue to achieve our mission by serving as a place for the daily operations and programming of the Cultural Arts Coalition and by providing meeting space for community organizations that support the purpose of the Cultural Arts Coalition and the Wilhelmina Johnson Resource Center.

Scope of Work

Cultural Arts Coalition, Incorporated (hereinafter CAC) will provide a full range of operational and programmatic services for the Wilhelmina Johnson Resource Center (hereinafter WJRC) that includes , but is not limited to: (1) the operation and maintenance of the physical plant located on 321 NW 10th Street; (2) the creation, coordination and scheduling of community and arts activities that respond to the WJRC vision; and (3) collaboration with local organizations and leaders to design program to enrich the lives of the residents of the community.

The WJRC has been home for the CAC for more than 30 years. What began as the sponsor of the Annual 5th Avenue Arts Festival has expanded into cultural enrichment programs, ongoing art exhibits, environmental education, children's education projects and numerous co- sponsorships activities. All of this has been done from the WJRC and the center has become a community institution for arts, education, and culture.

CAC will continue to work with organizations and individuals that provide recreational, cultural arts, and educational programming for both youth and adults. Martial arts, modern and African dance classes, and yoga represent just a few of the recreational and cultural programs presently being offered at the WJRC. In

addition, organizations like Black AIDS Services & Education, Inc. meets monthly at the WJRC, which allows community members to learn about HIV and AIDS.

Approach to Work

CAC will continue to develop innovative programs for the community such as Environmental Ambassadors, Environmental Youth Summit, and East Gainesville Science clubs.

We will continue to work on the preservation of the history of the Pleasant Street/ Fifth Avenue community. We will work with historical organizations as well as Gainesville Fire Department, since WJRC was once a fire station. CAC will participate in community organizational meetings like Santa Fe College Blount Center Advisory Board, and Community Redevelopment Agency.

Basically our approach will be to act as a vehicle to maintain programs that enhance the community and its residents. We will work with other organizations to provide additional programs as our schedule allows.

The Cultural Arts Coalition will provide programs year -round at the WJRC. CAC will maintain office hours and operate up to 50 hours per week. In addition to CAC using office space five days a week, we will work with other organizations to provide programs. Staff will be available to assist with any operational aspects of the WJRC. The maintenance and upkeep of the building will be evaluated on a regular basis.

A partial list of organizations and groups that have utilized the WJRC for meetings and activities over the past 5 years:

- 1) Makare African Dance Family
- 2) Lavern Porter Dancers
- 3) Ayoka Gifts
- 4) Black AIDS Services and Education (BASE)
- 5) Gainesville Area NOW
- 6) NAACP Alachua County Branch
- 7) Swing in Motion Dance Class
- 8) Sierra Club

- 9) North Florida Theology Seminary
- 10) Omega Psi Phi Fraternity Inc.
- 11) Alpha Kappa Alpha Sorority Inc.
- 12) Shorin-Ryu Karate
- 13) Alachua County Labor Party
- 14) Women of Color Caucus
- 15) Larry Ruselez Dance Class
- 16) Baby Showers (30+)
- 17) Wedding Receptions
- 18) Graduation Dinners
- 19) Co dependants Anonymous
- 20) Gainesville Critical Resistance
- 21) Omadora Ogunlano Repast
- 22) Women of Distinction
- 23) Delta Sigma Theta
- 24) Cinema Verde
- 25) UF College of Education CROP
- 26) Film Auditions
- 27) Book Club Discussions
- 28) Precious Pearls
- 29) Yoga Class

Proposed Work Schedule

NKwanda Jah Monday through Friday 11:00 AM until 5:00 PM

Regina Rolston Monday through Thursday 5:00 PM until 9:00 PM

Operations

The Cultural Arts Coalition in 2000 conducted, under a contract for the Department of Cultural Affairs, a “Needs Assessment”. Local community organizations were surveyed and responded positively to the need for such a center for community meetings and special activities. These activities have greatly

benefited the entire community and specifically met the needs of the residents with fewer options for meaningful gatherings and events.

The WJRC will be staffed with two people who will work in the capacities of Executive Director and Building Assistant. Volunteers will also be used to maximize the use of the facility. The overall administration and management of the center's operation will be the responsibility of the Executive Director, NKwanda Jah (see attached resume). The CAC Board of Directors will ensure compliance with the contract.

Ms. Jah , a longtime community worker and activist, has worked from the WJRC location for more than 30 years. The staff will assist with the security of the building and allow access for community participants after normal working hours. The Building Attendant will be responsible for building cleaning and maintenance.

The WJRC will be open to the public during the hours of 1PM until 9:00 PM Monday through Thursday and 1PM until 5:00 PM on Fridays. The facilities will also be available for community meetings and activities during and after working hours and with limited availability on weekends. The scheduling of events will be incorporated in a monthly program and activity calendar maintained by the Executive Director and made available at the WJRC.

Proper maintenance of the facility will be a high priority for the staff. The staff will also be available to assist with room design, equipment needs and other necessities to create a welcoming environment for community use. The center's ambiance will be enhanced with art exhibits.

The facility will be cleaned after being used each day. Floors will be mopped at least twice weekly and floors waxed quarterly. The interior rooms at the WJRC are being scheduled, after approval by the City of Gainesville, to be painted by students in the Carpentry Program at the Gainesville Job Corps Center.

Programs

CAC operates programs in accordance with the purpose and goals of the organization. Current programs and events include:

Fifth Avenue Arts Festival

The annual Fifth Avenue Arts Festival is a celebration of the African American culture of Gainesville through the arts. The festival is held the weekend April 21st around Earth Day. The Festival is a two-day street event which host gospel, blues, jazz, R&B, rap, modern and African dance performances throughout the day. There are activities for children and information relevant to the health and welfare of the community. Food booths including barbecue to Jamaican to seafood line the streets of the festival. Harn museum and other student organizations participate with educational exhibits.

Environmental Ambassadors

The Environmental Ambassadors is an employment program for teenagers. These youth are hired to learn how to take care of the environment and they then go out and teach youth through games and adults through PowerPoint presentations. Other topics are food supply and community sustainability. These teenagers also learn about planning parenthood and have developed learning materials for other youth.

Environmental Ambassadors also host an Environmental Youth Summit that encourages high school and college students to implement community service projects that benefits the environment.

East Gainesville Science Clubs

CAC coordinates Science activities at 10 sites as of 2016. These sites are located at schools, libraries, community centers and churches. The clubs serve students K through 5th grades. Activities are designed around chemistry, physics, and biology.

Other Programs

Other programs offered by partner organizations include martial arts classes, Spring Dance, Jazz Dance classes, and African Dance classes. CAC will continue to build relationships with other community organizations to provide additional programming at WJRC.

Proposed Schedule of Activities at WJRC

DAY	EVENT	TIME
Monday	Exercise Class/Dance troupe	7:30-9:30PM
Monday	Laverne Porter Dance Class	5:00-7:30 PM
Tuesday	Laverne Porter Dance Class	5:00-7:30 PM
Tuesday	Swing in Motion	7:00-8:30 PM
Tuesday	Yoga	4:00-5:00 PM
Wednesday	After School Science Program	2:00PM-5:00PM
Wednesday	Yoga	5:00-6:00 PM
Wednesday	Karate	5:00-6:00 PM
Thursday	Karate	5:00-6:00 PM
Thursday	Swing in motion	6:00-8:00 PM
Tuesday-Friday	Environmental Ambassadors	9:00AM-4:00PM

Cultural Arts Coalition, Inc

Board of Directors

Name	Title	Background
Dr. Michael Bowie	Chair & Director	UF College of Education Minority Recruiter Member Omega Psi Phi
Chief Tony Jones	Vice Chair	City of Gainesville Chief of Police Founder Reichert House
Roberta Gastmeyer	Treasurer	Owner Small Business Outsource Member of Sierra Club
Erma Samms	Director	Owner Essence Events Dancer and Community activist
Agnes Leslie	Director	Administration African studies Univ of Fl
Barbara Gordon	Director	Professor Univ of FL Works also in Ghana
Barbara Jessie	Director	Retiree
Lakesha Thomas	Director	Attorney Three River Legal Services

ORGANIZATION BUDGET SUMMARY

Please attach an audited financial statement/internally prepared statement and a copy of IRS Form 990, if one was filed. Provide meeting minutes documenting the financial statement was approved by the Board of Directors.

Describe your organization's PROPOSED budget including the funds you are requesting. List all organizational related expenses. Round to the nearest dollar amount (do not show cents).

NOTE: Total expenses and revenues must equal!

PROPOSED EXPENSES	Do not enter Decimals (.) or Dollar Signs (\$).	
DESCRIPTION	TOTAL ORGANIZATION BUDGET (Include City Funding, \$50,000)	WJRC (Itemize City Funded Expenditures, \$50,000)
Personnel – Administrative	\$56,920.00	\$44,631.00
Personnel – Artistic		
Personnel – Technical/Production	\$9,000.00	
Outside Artistic Fees and Services	\$8,400.00	
Outside Other Fees and Services	\$5,000.00	
Space Rental	\$1,200.00	
Equipment Rental	\$10,000.00	
Travel	\$3,200.00	
Marketing/Advertising/Publicity	\$5,000.00	
Material & Supplies	\$8,500.00	\$1,409.00
Printing	\$1,800.00	
Postage	\$800.00	
Remaining Operating Expenses	\$5,745.00	\$3,960.00
TOTAL PROPOSED EXPENSES*	\$115,565.00	\$50,000.00

*Should equal 'Total Proposed Revenue' See Next Page

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ORGANIZATION BUDGET SUMMARY

Describe your organization's PROPOSED income including the funds you are requesting. List all organizational related revenues. Round to the nearest dollar amount (do not show cents).
NOTE: Total expenses and revenues must equal!

Do not enter Decimals (.) or Dollar Signs (\$).

PROPOSED REVENUES		
DESCRIPTION	PROPOSED REVENUE	REVENUE SOURCE
Admissions		
Contracted Services Revenue	\$5,500.00	
Other Revenue		
Corporate Support	\$17,000.00	
Foundation Support		
Private/Individual Support	\$22,065.00	
Government Support - Federal		
Government Support - State		
Government Support - County	\$16,000.00	
Government Support - Local (Outside Agency)	\$5,000.00	
Government Support - Local (Arts Tag)		
Government Support - Local (Support Services)		
Wilhelmina Johnson Resource Center - Grant Request	\$50,000.00	
Applicant Cash		
TOTAL PROPOSED REVENUES*	\$115,565.00	

*Should equal 'Total Proposed Expenses' See Previous Page

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ORGANIZATION BUDGET DETAILS

Please give details (hourly wages, per item costs, e.g., 6 ads @ \$250 each, etc.) on each line item. **NOTE:** Figures for each section below **MUST** match the amounts in column "WJRC (Itemize City Funded Expenditures, \$45,000)", under Proposed Expenses.

Personnel - Administrative

(1) 75% of Full time Executive Director @ \$45,500 annually = \$34,125 + \$2,730 employment tax = \$36,855

(1) Permanent part-time staff: 800 hrs/annually x \$9/hr = \$7,200 + \$576 employment tax = \$7,776

Total=\$36,855 + \$7,776 = \$44,631

Personnel - Artistic

Personnel - Technical/Production

Outside Artistic Fees and Services

Outside Other Fees and Services

Space Rental

Equipment Rental

Travel (In County/Out of County)

Marketing/Advertising/Publicity

Material and Supplies

Cleaning & Maintenance Supplies \$ 1,409

Printing

Postage

Remaining Operating Expenses

Telephone service (50% of cost): \$960

Utilities (Electric, Water, Sewer): \$3,000

OTHER RESOURCES

Do not enter Decimals (.) or Dollar Signs (\$).

DESCRIPTION	VOLUNTEER HOURS	IN-KIND CONTRIBUTIONS (NON-CITY)	CASH AND IN-KIND (Not Part of this Grant Request)
Personnel – Administrative			
<i>Personnel – Artistic</i>			
Personnel – Technical/Production			
Outside Artistic Fees and Services			
Outside Other Fees and Services			
Space Rental			
Equipment Rental			
Travel			
Marketing/Advertising/Publicity			
Material & Supplies			
Printing			
Postage			
Remaining Operating Expenses			
City Building Rental (Thomas Center, Wilhelmina Johnson Resource Center, Recreation Centers, Rosa B. Williams, etc.)			
Cash From Other City Department Budgets (i.e. GPD, Recycling, GRU, CDBG, etc.)			
Other (Give Explanation)			
TOTAL	0.00	\$0.00	\$0.00

ENDOWMENT/CASH RESERVES

1. Does the Organization have an endowment or cash reserves?

YES NO

2. If yes, what is the estimated value?

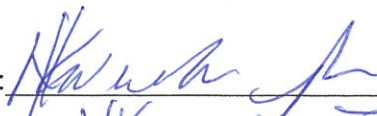
3. If no, what are the organizations' plans to build an endowment or cash reserve fund?

CITY OF GAINESVILLE

CERTIFICATION OF COMPLIANCE WITH LIVING WAGE

The undersigned hereby agrees to comply with the terms of the Living Wage Ordinance and to pay all covered employees, as defined by City of Gainesville Ordinance 020663 as amended at 030168 (Living Wage Ordinance), during the time they are directly involved in providing covered services under the contract with the City of Gainesville for Wilhelmina Johnson Resource Center Educational Programming a living wage of \$11.6827 per hour to covered employees who receive Health Benefits from the undersigned employer and \$12.93 per hour to covered employees not offered health care benefits by the undersigned employer.

Name of Service Contractor/Subcontractor: <u>Cultural Arts Coalition</u>
Address: <u>321 NW 10th St. Gainesville 32601</u>
Phone Number: <u>352-372-0216</u>
Name of Local Contact Person: <u>Nkwanda Jah</u>
Address: <u>1112 NE 2nd St. Gainesville 32601</u>
Phone Number: <u>352-</u>
\$ <u>50,000</u>
(Amount of Contract)

Signature:  Date: 9/9/16

Printed Name: Nkwanda Jah

Title: Executive Director

DRUG-FREE WORKPLACE FORM

The undersigned vendor in accordance with Florida Statute 287.087 hereby certifies that

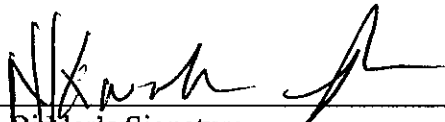
Cultural Arts Coalition Inc.

does:

(Name of Business)

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for the drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.


Bidder's Signature

Date

9/9/14

Attachment 2

Nkwanda Jah

Education Central Academy High Palatka, FI
Santa Fe Community College

Work Experience Tacachale 1977 – 1985 Gainesville, FI
Resident Training Instructor

- Develop, implement and monitor programs for the developmentally challenged along with some academic and social programming.
- Maintain data through charting and implementing behavior modification techniques.

Cultural Arts Coalition , Inc. 1979 - Present Gainesville, FI

- Cofounder/Director of Cultural Arts Coalition, Inc.
- Coordinate and implement programs of CAC.
- Coordinate board meetings quarterly.
- Work with other agencies/entities in town when resources could be developed.
- Fundraise and maintain the business of CAC.
- Attend meetings where CAC can partner with other community programs.
- Maintain relationships with the public administration who represent the interest of CAC.

• Cofounder and organizer for the:

Annual 5TH Avenue Arts Festival **1979-Present**

Cultural Enrichment Summer Program **1979-1989**

Environmental Ambassadors Youth Employment Program

1990-Present

African American Men in Public Schools **1992-2000**

Girl Power After School Program **1998-Present**

Manager of Cultural Center (WJC Center) **2001-Present**

Work shops**Presentations**

- 4TH Women World Conference Beijing August 1985
- Child Care Resource Agency
- Alachua County Public Schools
- Fernside Family Service Center (Head Start, Pre-K programs)
- Commission on the Status of Women Sexual Battery Conference
- Work and Gain Economic Self Sufficiency (WAGES)
- Rural Development Leadership, University of California at Davis
- Local PBS television production: "*Faces of Race 2000*"

Lectures

- Valdosta State University Women's History Month **March 1996**
- University of Florida
- Women's Studies **March 1996**
- Rural Development Leadership Network, Taos, NM **October 1997**
- Santa Fe Community College Social Problems Class

Special Programs

- Santa Fe Community College Black History Program
- Black History Presenter at Alachua County elementary and middle schools (classes included those with English as a second language)
- Hippodrome State Theatre Race Relations in Alachua County
- Florida Trust for Historic Preservation

Current Community Relations

- Acrosstown Repertory Theatre Board (Presently Serving as Chairperson)
- Black AIDS Service and Education, Inc. (Presently Serving)
- Gainesville Recreation Board
- Three Rivers Legal Services Board (Past President)
- Community Boards Conflicion Resolution Board
- City of Gainesville Community Development Board
- City of Gainesville Status on Women Board
- City of Gainesville Beautification Board

- Alachua County Historical Commission
- Member of City Commission Blue Ribbon Committee
- District 3 - Health and Human Services Committee
- Headstart Parent Council (Past President)
- Duval Schools Advisory Committee
- Member of the National Association for the Advancement of Colored People (NAACP)
- Member National Organization women
- The United Nations' Association

Awards

- Sojourner Truth Award – Gainesville Commission on Status of Women
- The Westcoast Center Community Award
- The Westcoast Center for Human Development Community Recognition
- Community Action Agency Distinguished Service Award
- Volunteer Award from Family Services Center
- African Methodist Episcopal Church Black History Achievement Award of Hawthorne
- The Florida Labor School Merit Award
- Gainesville Sun's Person of the Year
- The City of Gainesville Board of Commission celebrated *Nkwanda Jah Day* – late 1980's
- Florida Chapter of Gainesville Unit NASW Public
- Florida Chapter of the National Association of Social Workers 1996 *Public Citizen of the Year*
- Alachua Conservation Trust
- Ebony Appreciation
- Valdosta State University Women's History Month March 1996
- University of Florida Studies March 1996
- Rural Leadership Network, Taos
- Bahai' Humanitarian Award

Regina Cheron Rolston

Objectives: Obtain employment at the Wilhelmina Johnson Resource Center to maintain its upkeep as per environmental safety and cleanliness.

Experience: Most Recent employment

- 1) Edgewater high school Orlando, Fl
Prepared and serve food for students in staff.

- 2) Publix shopping Center Gainesville, Fl
Prep bakery goods and serve costumers.

- 3) Gainesville Correctional Institution Gainesville, Fl
Watching over the inmates as they prepare food.

- 4) Cultural Arts Coalition, Inc Gainesville, Fl

Building and maintenance up keep of the rooms and floors, including
Building security

Education The Loften Center Gainesville. Fl

Personal Daughter SA"Quana Rolston and Lakeshia Rolston
Son Erik Bryant

Residence and Phone 925 S.E. 43rd ST APT #9
Gainesville, Fl 32641
Phone: 352-642-2678

- References**
- 1) Reshanda Reynolds 352-256-5864

 - 2) M. Johnson 352-215-3741

 - 3) Lisa Moore Campbell 352-256-5800

Attachment 4

THE WILHELMINA JOHNSON CENTER
321 NW 10TH STREET
GAINESVILLE, FL 32601

BUILDING USAGE EVALUATION / SURVEY

Date: 12/21/2013

1. How far in advance did you schedule the usage of the building?
_____ Day (s) Week (s) _____ Month(s)

2. Are you an ongoing user/participant?
How long have you been? _____ Month(s) Year(s)

3. Was Staff /available? Yes _____ No

4. How many hours are you using the building? 4 hrs

5. How many days of the week are you using the building? 1

6. How often do you/your organization use the building? every now and then

7. Did you find the building clean? _____ Yes No (previous party)

8. Are you comfortable with the building usage as a whole?
 Yes _____ No

Name of agency/organization: _____

Name of person contact person: Alexis Williams

Telephone number for contact person: (352) 240-2055

Other contact number (s): (352) 54-0534

Mailing (complete) address for agency/organization:
PO Box 140264 Gainesville, FL 32614

Mailing (complete) address for contact person:

Comments: They took our Dust Pan

_____.

Attachment 5

THE WILHELMINA JOHNSON CENTER
321 NW 10TH STREET
GAINESVILLE, FL 32601

BUILDING USAGE EVALUATION / SURVEY

Date: 12/15/2013

1. How far in advance did you schedule the usage of the building?

_____ Day (s) Week (s) _____ Month(s)

2. Are you an ongoing user/participant?

How long have you been? _____ Month(s) Year (s)

3. Was Staff /available? Yes _____ No

4. How many hours are you using the building? 4

5. How many days of the week are you using the building? 1

6. How often do you/your organization use the building? 1 time

7. Did you find the building clean? Yes _____ No

8. Are you comfortable with the building usage as a whole?

Yes _____ No

Name of agency/organization: _____

Name of person contact person: Aaron Brockington

Telephone number for contact person: 352 226 8125

Other contact number (s): 352 792 7045

Mailing (complete) address for agency/organization: _____

Mailing (complete) address for contact person:
907 SE 7th AVE Gainesville, FL

Comments:

CAC Comments: They put trash on the ground from baby shower & pass right by the trash can that was supposed to be used.

THE WILHELMINA JOHNSON CENTER
321 NW 10TH STREET
GAINESVILLE, FL 32601

BUILDING USAGE EVALUATION / SURVEY

Date: 12-13-14

1. How far in advance did you schedule the usage of the building?
_____ Day (s) _____ Week (s) 1 Month(s)

2. Are you an ongoing user/participant?
How long have you been? As needed Month(s) _____ Year (s)

3. Was Staff /available? Yes _____ No

4. How many hours are you using the building? 3 Hours

5. How many days of the week are you using the building? 1

6. How often do you/your organization use the building? _____

7. Did you find the building clean? Yes _____ No

8. Are you comfortable with the building usage as a whole?
 Yes _____ No

Name of agency/organization: Sigma Gamma Rho Sorority

Name of person contact person: Luella Johnson

Telephone number for contact person: (352) 335-9815

Other contact number (s): _____

Mailing (complete) address for agency/organization:

5618 SW 104 Terrace Gainesville FL, 32608

Mailing (complete) address for contact person:

Comments:

THE WILHELMINA JOHNSON CENTER
321 NW 10TH STREET
GAINESVILLE, FL 32601

BUILDING USAGE EVALUATION / SURVEY

Date: 1-4-15

1. How far in advance did you schedule the usage of the building?
_____ Day (s) _____ Week (s) 1 Month(s)

2. Are you an ongoing user/participant?
How long have you been? _____ Month(s) 1 Year (s)

3. Was Staff /available? Yes _____ No

4. How many hours are you using the building? 1 hour

5. How many days of the week are you using the building? 1

6. How often do you/your organization use the building? once a week

7. Did you find the building clean? Yes _____ No

8. Are you comfortable with the building usage as a whole?
 Yes _____ No

Name of agency/organization: Passion for Dane

Name of person contact person: Kalisha Eagle

Telephone number for contact person: 352-575-3541

Other contact number (s): _____

Mailing (complete) address for agency/organization:

PO Box 708 Newberry fl 32469

Mailing (complete) address for contact person:

Comments:

THE WILHELMINA JOHNSON CENTER
321 NW 10TH STREET
GAINESVILLE, FL 32601

BUILDING USAGE EVALUATION / SURVEY

Date: 8/27/2014

1. How far in advance did you schedule the usage of the building?
_____ Day (s) _____ Week (s) 2 Month(s)

2. Are you an ongoing user/participant?
How long have you been? _____ Month(s) _____ Year (s)

3. Was Staff /available? Yes _____ No

4. How many hours are you using the building? 1 hour

5. How many days of the week are you using the building? 2

6. How often do you/your organization use the building? 2 times a week

7. Did you find the building clean? Yes _____ No

8. Are you comfortable with the building usage as a whole?
 Yes _____ No

Name of agency/organization: Swing and Motion Jazzercise

Name of person contact person: Jacquelyn Hart

Telephone number for contact person: (352) 374-6655

Other contact number (s): (352) 281-0418

Mailing (complete) address for agency/organization:

2917 NE 14th Street Gainesville FL 32609

Mailing (complete) address for contact person:

Comments:

THE WILHELMINA JOHNSON CENTER
321 NW 10TH STREET
GAINESVILLE, FL 32601

BUILDING USAGE EVALUATION / SURVEY

Date: 7/14/14

1. How far in advance did you schedule the usage of the building?

_____ Day (s) Week (s) _____ Month(s)

2. Are you an ongoing user/participant?

How long have you been? 1 Month(s) _____ Year (s)

3. Was Staff /available? Yes _____ No

4. How many hours are you using the building? 1 1/2

5. How many days of the week are you using the building? 1

6. How often do you/your organization use the building? _____

7. Did you find the building clean? Yes _____ No

8. Are you comfortable with the building usage as a whole?

Yes _____ No

Name of agency/organization: Black Education Task Force

Name of person contact person: Carol Thomas

Telephone number for contact person: 352 278 2782

Other contact number (s): 352 219-0508

Mailing (complete) address for agency/organization:

Mailing (complete) address for contact person:

P.O. Box 190 Alachua FL 32610

Comments:

Thank you for letting us use the building

THE WILHELMINA JOHNSON CENTER
321 NW 10TH STREET
GAINESVILLE, FL 32601

BUILDING USAGE EVALUATION / SURVEY

Date: 12/13/14

1. How far in advance did you schedule the usage of the building?
_____ Day (s) _____ Week (s) 1 Month(s)

2. Are you an ongoing user/participant?
How long have you been? 4 Month(s) _____ Year (s)

3. Was Staff /available? Yes _____ No

4. How many hours are you using the building? 3 HOURS

5. How many days of the week are you using the building? 1

6. How often do you/your organization use the building? AS NEEDED

7. Did you find the building clean? Yes _____ No

8. Are you comfortable with the building usage as a whole?
 Yes _____ No

Name of agency/organization: Sigma Gamma Rho Sorority

Name of person contact person: Wella Johnson

Telephone number for contact person: 352-335-9815

Other contact number (s): _____

Mailing (complete) address for agency/organization:

5618 SW 104 Terrace Gainesville FL 32608

Mailing (complete) address for contact person:

Comments:

THE WILHELMINA JOHNSON CENTER
321 NW 10TH STREET
GAINESVILLE, FL 32601

BUILDING USAGE EVALUATION / SURVEY

Date: 8-30-2016

1. How far in advance did you schedule the usage of the building?
_____ Day (s) _____ Week (s) 1 Month(s)

2. Are you an ongoing user/participant?
How long have you been? 9 Month(s) 2 Year (s)

3. Was Staff /available? Yes _____ No

4. How many hours are you using the building? 4 hours week

5. How many days of the week are you using the building? 2

6. How often do you/your organization use the building? Tue + Thur

7. Did you find the building clean? Yes _____ No

8. Are you comfortable with the building usage as a whole?
 Yes _____ No

Name of agency/organization: Swing-N-Motion

Name of person contact person: Robert Whitehead

Telephone number for contact person: 770-530-9292

Other contact number (s): 352-245-9344 work

Mailing (complete) address for agency/organization:
3230 SW Archer Rd. E-223 Gainesville, FL 32608

Mailing (complete) address for contact person:
Same as above

Comments:
Wonderful staff and very clean, neat, and air conditioned building to use.

THE WILHELMINA JOHNSON CENTER
321 NW 10TH STREET
GAINESVILLE, FL 32601

BUILDING USAGE EVALUATION / SURVEY

Date: 8/31/16

1. How far in advance did you schedule the usage of the building?
_____ Day (s) _____ Week (s) Month(s)

2. Are you an ongoing user/participant?
How long have you been? _____ Month(s) 10 Year (s)

3. Was Staff /available? Yes _____ No

4. How many hours are you using the building? 2hr weekly

5. How many days of the week are you using the building? X2

6. How often do you/your organization use the building? X2

7. Did you find the building clean? Yes _____ No

8. Are you comfortable with the building usage as a whole?
 Yes _____ No

Name of agency/organization: Shorin-Ryu Karate

Name of person contact person: Howard Morino

Telephone number for contact person: 352-328-6611

Other contact number (s): _____

Mailing (complete) address for agency/organization:

YONDAN1957@gmail.com

Mailing (complete) address for contact person:

Comments:

I really love this building and the staff are very professional.

INTERNAL REVENUE SERV. -
 DISTRICT DIRECTOR
 401 W. PEACHTREE ST. NW
 ATLANTA, GA 30365

Date: NOV 20 1995

CULTURAL ARTS COALITION
 PO BOX 198
 GAINESVILLE, FL 32602

Employer Identification Number:
 59-2955251
 Case Number:
 585311036
 Contact Person:
 ROBERTA VAN METER
 Contact Telephone Number:
 (404) 331-0185
 Our Letter Dated:
 April 11, 1991
 Addendum Applies:
 No

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(vi).

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,


 District Director

Attachment 6



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
2/9/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER King Insurance Agency 2321 NW 41st Street Gainesville, FL 32606	CONTACT NAME: PHONE (A/C, No, Ext): (352) 377-0420 FAX (A/C, No): (352) 371-3065 E-MAIL ADDRESS: chad@king-insurance.com	
	INSURER(S) AFFORDING COVERAGE INSURER A: United States Liability Insurance Company INSURER B: Summit Consulting, Inc. INSURER C: INSURER D: INSURER E: INSURER F:	NAIC #

INSURED
 Cultural Arts Coalition, Inc.
 P.O. Box 198
 Gainesville, FL 32602

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		NPP1563469A	10/17/2015	10/17/2016	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000	
						MED EXP (Any one person)	\$ 5,000	
						PERSONAL & ADV INJURY	\$ 1,000,000	
						GENERAL AGGREGATE	\$ 2,000,000	
						PRODUCTS - COMP/OP AGG	\$	
						Hired & Non-Own	\$ 1,000,000	
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident)	\$	
						BODILY INJURY (Per person)	\$	
						BODILY INJURY (Per accident)	\$	
						PROPERTY DAMAGE (Per accident)	\$	
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE	\$	
							\$	
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A	52028119	04/27/2015	04/27/2016	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	
							E.L. EACH ACCIDENT	\$ 100,000
							E.L. DISEASE - EA EMPLOYEE	\$ 100,000
						E.L. DISEASE - POLICY LIMIT	\$ 500,000	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

City of Gainesville, Bo Diddley Community Plaza PO Box 490, Station 30 Gainesville, FL 32602-0490	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	---

"Swing- N- Motion Dance Society"



WILHELMINA JOHNSON CENTER

The Wilhelmina Johnson center has been an inspiration to me and all of Swing N Motion Dance Society. My group has been practicing our dancing there now for just over 2 years. The friendly responsive staff has been a blessing to us as a group each and every Tuesday and Thursday. We practice twice a week in a clean air conditioned building that suites all our needs not only in dancing but also available parking space. This center is well recognized in the community and easily located by all. This is a family friendly environment that people all ages can have fun in a safe place for a wide range of activities. I am truly grateful t the staff for being readily available to suite all our needs in a professional manner. This Cultural Arts Center is a jewel for all of Gainesville to enjoy and share in. Swing N Motion dance society will be forever grateful to the Wilhelmina Johnson center for the opportunity to use this awesome facility every week. Thanks All!

A handwritten signature in black ink that reads "Robert Whitehead". The script is fluid and cursive.

Robert Whitehead, Founder CEO

Swing N Motion Dance Society



September 12, 2016

To Whom It May Concern,

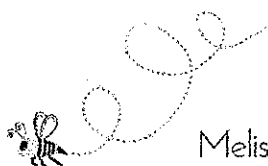
This letter is in support of the Cultural Arts Coalition located in the Wilhelmina Johnson Center.

Forage is a partner with the Cultural Arts Coalition, and this year we will be working together on the "Growing STEM Youth Garden Program". This program will help reinforce STEM (science, technology, engineering, math) concepts through hands-on gardening activities. We will be participating in their afterschool science academy program and attending meetings as necessary.

If you have any further questions regarding our partnership please do not hesitate to contact us.

In Community,

Melissa DeSa
Co-Founder and SeedEO



Healthy Food, Land and Community

Melissa DeSa • 352.284.4053 • melissa@foragefarm.org • foragefarm.org

September 9, 2016

Division of Cultural Affairs
City of Gainesville
Gainesville, FL

I am honored to offer this letter in support of the Cultural Arts Coalition (CAC) and its Executive Director, Ms. Nkwanda Jah, as the City of Gainesville considers the continuing best purpose for the Wilhelmina Johnson Center in the Fifth Avenue Pleasant Street neighborhood. As someone who has visited the Wilhelmina Johnson Center many times over the past two decades, and worked closely with Ms. Jah, Nkwanda, I can say unequivocally that the Center is fulfilling a tremendously important mission for the community, and putting this important cultural resource to very good use. I wholeheartedly urge you to reinforce the current management arrangement, and to increase support to Ms. Jah and the CAC if possible.

I have known Nkwanda for 20 years, since I taught in the Department of Architecture at the University of Florida. At that time, I wanted to learn from and contribute to the well-being of the Fifth Avenue Pleasant Street (FAPS) community. I approached Nkwanda, asking that she help me and my students understand the community. For the next decade, with her help and support, along with that of other community leaders (Ruth Brown and Rosa Williams, for example), my students and I did a series of urban design projects, exhibitions, and events in the FAPS community. I considered, and still consider, Nkwanda my own teacher and mentor, and the Wilhelmina Johnson Center a welcoming home in the neighborhood. During this time, from 1996 to 2009, we held meetings at the Center, included it on walking tours and exhibits, and relied on Nkwanda's knowledge of the community to gain trust in unfamiliar circumstances.

Also during that time, I spoke with the Environmental Ambassadors a number of times over many years. Sometimes I met them at the Wilhelmina Johnson Center, sometimes they came to my studio at the University of Florida, and sometimes we met at the Florida Community Design Center. When I left UF to become the Dean of the School of Architecture at the University of Virginia, I gave Nkwanda the exhibition boards from a Florida Humanities Council-funded grant, "Spatial Stories for the Eight Generation: 140 Years of African American History in Gainesville, Florida." She continues to use them in working with young people to this day. They are displayed in the Wilhelmina Johnson Center.

Following my recent return to Gainesville from Virginia, I have begun working with Nkwanda and the Cultural Arts Coalition, the Florida Community Design Center, Santa Fe College, and others, to develop a culture of entrepreneurship in Gainesville's east side focused community. The project emerged from a brief conversation Nkwanda and I had, and she has led the effort in bringing it to fruition. At her invitation, our planning group's next meeting will be held at the Wilhelmina Johnson Center, and it will likely be the first time several participants have been in the FAPS neighborhood.

Over my professional career of nearly 40 years, I have worked with many groups of people across the country, and had the chance to observe many leaders in action. Successful leaders find approaches that work in their contexts. It has been a delight to return to

Gainesville and have the opportunity to observe Nkwanda, Ms. Jah, in this context. I have found her to be quietly effective, principled, capable of dealing with people from diverse cultures—critical in her position—and very disciplined in achieving goals.

Finally, as a citizen and as an urban designer, I want to mention the important role the Fifth Avenue Festival plays in the community. I find it astonishing that the Festival has run continuously, and successfully, for so long. I suspect it has few equals in the State of Florida, and perhaps in the country. Each spring, for decades, the Festival has allowed Gainesville's African-American community to shine, and for those of us who are not native members to experience this joyful part of our City. That the Festival takes place, and is named for, the FAPS "main street" is itself important for Gainesville's larger community. In this context, the Wilhelmina Johnson Center plays an important role as a "home base" for the Festival throughout the year. Thinking about other publicly available spaces within Gainesville's historically African-American neighborhoods, the Wilhelmina Johnson Center, and the Cultural Arts Coalition, offer a rare public (not religious) space which is welcoming yet formal.

The City of Gainesville is lucky to have developed this relationship with Ms. Jah and the Cultural Arts Coalition. I wholeheartedly encourage the Division of Cultural Affairs and the City of Gainesville, to provide support, in all forms, to allow it to continue and expand its mission.

Sincerely,



Kim Tanzer FAIA



ADDENDUM NO. 1

Date: August 15, 2016

Proposal Due Date: September 13, 2016
at 3:00 P.M. (Local Time)

Proposal Name: Wilhelmina Johnson Resource Center
Educational Programming

Bid No.:DCAX-170005-DD

NOTE: This Addendum has been issued only to the holders of record of the specifications.

The original Specifications remain in full force and effect except as revised by the following changes which shall take precedence over anything to the contrary:

- 1. The location of the mandatory Pre-Proposal Conference has been changed.

The **original** location noticed in the RFP document issued on August 11, 2016 was: Room 105 at the Thomas Center, 302 NE 6th Avenue, Gainesville, FL 32601.

The **new** location for the Pre-Proposal Conference is: Wilhelmina Johnson Resource Center, 321 NW 10th Street, Gainesville, FL 32601

- 2. The date (August 24, 2016) and time (2:00 P.M. local time) of the Pre-Proposal Conference remains unchanged.

- 3. Please find attached:

- a) Copy of the black out period definitions (Financial Procedures Manual Section 41-424 Prohibition of lobbying in procurement matters) distributed during mandatory pre-bid meeting.

ACKNOWLEDGMENT: Each Proposer shall acknowledge receipt of this Addendum No. 1 by his or her signature below, **and a copy of this Addendum signature page is to be returned with your proposal.**

CERTIFICATION BY PROPOSER

The undersigned acknowledges receipt of this Addendum No. 1 and the Proposal submitted is in accordance with information, instructions, and stipulations set forth herein.

PROPOSER: Nkwanda S. Cultural Arts Coalition

BY: Nkwanda S. S. S.

DATE: 9/13/16

ACKNOWLEDGMENT: Each Proposer shall acknowledge receipt of this Addendum No. 2 by his or her signature below, **and a copy of this Addendum signature page is to be returned with your proposal.**

CERTIFICATION BY PROPOSER

The undersigned acknowledges receipt of this Addendum No. 2 and the Proposal submitted is in accordance with information, instructions, and stipulations set forth herein.

PROPOSER: Cultural Arts Coalition
BY: Nymada Jth
DATE: 9/9/14